

# Graduate Council Minutes

## October 26, 2006



The Graduate Council met at 2:30 p.m. in the President's Conference Room. Chair Marc Singer presided.

### I. Call to Order

**Members present:** Charlie Baum, Stuart Bernstein, Melissa Castellaw, Cosette Collier, Teresa Davis, Wayne Dornan, Zeny Panol, Philip Phillips, Mary Lou Veal, and Jane Williams

**Ex-officio members present:** Robert F. Carlton, Interim Dean College of Graduate Studies  
Pamela Knox, Associate Dean College of Graduate Studies

### II. Announcements

#### A. Dr. Marc Singer, Chair

Dr. Singer reported that he had spoken with Tony Johnston, Faculty Senate President, regarding last meeting's discussion of term limits and continuity (keeping old chair on council as a non-voting member) and whether or not a member in his/her third and final term could in fact serve as Vice Chair extending his/her term as Chair by an additional year. Dr. Johnston did not feel that this would present a problem. He requested that the Graduate Council draft a statement to submit to the Faculty Senate. The Policies & Procedures sub-committee will draft a statement to the effect of, "If the Vice-Chair is elected to serve in the last year of their term their term will be extended one year. If the current chair is serving in his/her last year of his/her term they may serve for an additional year in an ex-officio capacity."

#### B. Dr. Robert F. Carlton, Interim Dean College of Graduate Studies

Dr. Carlton thanked the members for serving on the Council and noted the importance of the job and his appreciation for their time and effort.

#### C. Dr. Pamela L. Knox, Associate Dean College of Graduate Studies

Earlier this week Dr. Knox stated that she sent electronic drafts of catalog and policy changes to the council, she also noted that two concerns regarding the consent calendar had been brought to her attention.

### III. Approval of Minutes – September 28, 2006

A motion was made to accept the minutes of the September 28, 2006 meeting with the following revision to the consent calendar: Brandi Eveland-Sayers from Associate Level 1 to Adjunct status. The motion was seconded and passed.

### IV. Sub-Committee Reports

**A. Graduate Faculty and Curriculum Review**  
**Dr. Stuart Bernstein**

- Consent calendar attached
- Dr. Knox reported that she had been contacted with concerns regarding two graduate faculty appointments on the consent calendar; doctoral status for Gloria Hamilton in Psychology and Minsoo Kang in Health and Human Performance. The question was raised as to why Dr. Hamilton would be receiving doctoral status when Psychology does not have a doctoral program. It was further noted that Dr. Kang is a semester short of meeting the graduate teaching requirement for doctoral status.
- There was discussion among the council regarding responsibility for the information submitted and assurance that the applicant is qualified and meets the criteria for the status they are applying for. It was noted that both the Chair of the Department and the Dean of the College must sign off on the application. Dr. Carlton will send a letter to the Chairs of the Departments reaffirming their role and the implication that their signature indicates the applicant is qualified and meets all the necessary criteria.
- Dr. Bernstein motioned to amend the consent calendar with the following modifications: table Dr. Hamilton's application pending further information; delete Minsoo Kang with instructions to reapply when the teaching requirement has been met; add Educational Leadership change in admission to program and dual-listed courses. The motion was seconded and carried. A motion was made to accept the consent calendar as modified; the motion was seconded and carried.

**B. Student Affairs and Travel**  
**Dr. Jane Williams, Chair**

- Dr. Williams passed out an accounting of the Graduate Program Enhancement Budget. Beginning with an opening balance of \$32, 652.00; 24 student grants and 14 faculty grants have been awarded, the fund has a remaining balance of \$16,238.73.
- A sheet with two recommendations regarding student travel funds was also passed out. The recommendations deal with the division of funds for fall versus spring and students versus faculty. The current strategy is "first come first served". The council felt that they could not make an informed decision without additional data based on previous years.

**C. Policies and Procedures**  
**Cosette Collier**

- Copies of the drafted graduate faculty membership guidelines from last month's meeting were passed out. The intent is to look at the overall changes first before breaking it down into each category. It was recommended that the new policy automatically grant full membership status if tenured. Once the application is received, what is the review process, what is the oversight from the College of Graduate Studies? As indicated in the last meeting, any feedback you might have regarding the guidelines should be forwarded to the chair of the committee, William Ilisley.
- Also distributed were recommended changes to the Graduate Assistant Policy. Recommended revisions included changes to the contract periods (time frames were lengthened) and additional wording added for students on less than twelve (12) month contracts who receive summer financial support. Much discussion ensued regarding program timeframes, contract terms and length, funding, Ph.D. students versus master's students, what peer institutions are doing, etc. Ms. Collier will take the council's comments back to the Policies & Procedures sub-committee and they will write a policy based on the recommendations. The council will then decide if more information is needed before making any further recommendations.

**D. Graduate Program Review**  
**Dr. Wayne Dornan**

- Three external candidates for the Human Sciences program were reviewed and while the committee felt that all three candidates were highly qualified, they recommend that the Council approve Dr. Deborah G. Wooldridge, Bowling Green State University as the external program reviewer for Human Sciences. A motion was made to approve Dr. Wooldridge, it was seconded and passed.

**E. Catalog Committee**  
**Dr. Philip Phillips, Chair**

- No report

**V. Old Business**

- No report

**VI. New Business**

- No report

There being no further business the meeting was adjourned.

Respectfully submitted: Lynn Parker  
Recording Secretary

# Graduate Council – Consent Calendar October 26, 2006

## Graduate Faculty Membership

### **Associate Membership Initial Appointment**

Douglas McKinnie / Recording Industry (Level 1)  
Deborah Mistrion / Foreign Languages (Level 2)  
Mark Owens / Economics & Finance (Level 1)  
Michael Rice / Foreign Languages (Level 1)  
Rebecca Watts / Educational Leadership (Level 1)

### **Full Membership – Initial Membership**

Maria Clayton / English

### **Full Membership – Re-Appointment**

Frank Michello / Economics & Finance  
Kimball Bullington / Management & Marketing

### **Doctoral Membership – Initial Membership**

Tara Perry / Health & Human Performance

### **Doctoral Membership – Re-Appointment**

Ellis Anthon Eff / Economics & Finance

## Curriculum Changes

### Dyslexic Studies

#### **Proposed New Course**

DYST 6040 Neurobiology of Reading & Dyslexia, 3 credit hours, effective spring 2007

### Psychology

#### **Course Number/Title Change**

**PSY 6060 School Psychology – Change title to School Psychology: Ethics and Practice, 3 credit hours, effective spring 2007**

## **Mass Communications**

### **Non-Substantive Revisions in Curriculum of Existing Major, Minor, and Concentrations**

MC 6300 / Media Law & Ethics will become a requirement for all MS in Mass Communications students; comprehensive exam will now become a requirement for all MS in Mass Communications students; the current “Comprehensive Exam Track” will be renamed “Media Management Track”

## **Educational Leadership**

### **Change in Admission to Program (Major)**

Delete term National Teacher Examination, add or a valid Tennessee teacher license (see attached), effective fall 2006

### **Other – Dual-Listed Courses**

**FOED 6520/7520 Problems of Evaluation in Higher Education, 3 credit hours, effective spring 2007**  
**SPSE 6540/7540 Overview of Higher Education, 3 credit hours, effective spring 2007**  
**FOED 6570/7570 Issues in Higher Education, 3 credit hours, effective spring 2007**