

# GRADUATE COUNCIL MINUTES

## November 28, 2007

The Graduate Council met at 3:00 p.m. in the 1<sup>st</sup> Floor Conference Room of the Sam Ingram Building. Philip Phillips presided as Chair.

### **I. Call to order**

#### **Members present:**

Cosette Collier, Teresa Davis, Clayton Harris, Kevin James, Meagan Flippin, Clay Kennedy, Jane Marcellus, Jackie Eller, Medha Sarkar, Mary Lou Veal, and Jane Williams

#### **Ex-Officio members present:**

Michael Allen, Dean, College of Graduate Studies  
Peter Cunningham, Interim Associate Dean, College of Graduate Studies  
Marc Singer, Professor, Management and Marketing

### **II. Announcements**

#### **A. Dr. Philip Phillips, Chair**

Dr. Phillips reported that the 2007-2008 Graduate Catalog would be printed in December. It is a one-year catalog that will be available prior to the Spring 2008 semester.

Dr. Phillips recently met with Dean Allen to discuss the language of the proposed "C" grade rule. Since the proposed "C" rule has not been duly discussed with the Graduate Council and the Graduate Program Coordinators, it will not be in the upcoming 2007-2008 Graduate Catalog. The Graduate Catalog Committee and the Policies and Procedures Committee will review the matter further.

#### **B. Dr. Michael Allen, Vice Provost for Research & Dean, College of Graduate Studies**

#### **C. Dr. Peter Cunningham, Interim Associate Dean, College of Graduate Studies**

Dr. Cunningham presented a revised Graduate Faculty Membership Form. This will be a single form as opposed to six separate forms.

Dr. Cunningham announced the first Graduate Program Coordinators Workshop this Friday, November 30<sup>th</sup> from 1 pm – 4 pm in the Lecture Hall of the Honors College.

The Jack Kent Cooke Graduate Scholarship Selection Committee will need to be formed. Dr. Cunningham stated the need for 3-5 faculty members to be on the committee. Philip Phillips, Mary Lou Veal, and Jackie Eller volunteered to serve on the selection committee. MTSU can nominate two students. Nominees will be decided early February 2008.

### **III. Approval of minutes from last meeting—October 24, 2007**

*A motion was made to accept the minutes of the October 24, 2007 meeting. The motion was seconded and passed.*

### **IV. Sub-Committee Reports**

#### **A. Graduate Faculty and Curriculum Review Dr. Mary Lou Veal, Chair**

- Consent Calendar attached
- *A motion was made to accept the consent calendar. The motion was seconded and carried.*

#### **B. Student Affairs and Travel Dr. Kevin James, Chair**

- Dr. James distributed the current accounting of the Graduate Program Enhancement Budget. Beginning with an opening balance of \$32,652.00. There is an available balance of \$16787.10.
- *A motion was made to accept the Graduate Enhancement Budget as presented. The motion was seconded and carried.*

#### **C. Policies and Procedures Dr. Jane Williams, Chair**

- Dr. Williams stated that the criteria for the Graduate Faculty requirements are nearly complete. There are a few minor changes needed in the narratives before the requirements can be posted on the website. Clarifications of narratives will be presented at the December 12<sup>th</sup> Council meeting. Dr. Phillips reiterated that any changes or updates to the Graduate Faculty membership Forms must be approved by Dr. Williams before being posted on the website.

#### **D. Graduate Program Review Dr. Teresa Davis, Chair**

- Dr. Davis stated that the Graduate Program Reviewers have been recommended for Exercise Science and Health Promotion, Human

Performance, Health, Physical Education and Recreation, English and Economics.

**E. Catalog Committee**  
**Dr. Jackie Eller, Chair**

- No report since the Graduate Catalog has still not been printed.

**V. Old Business**

- Some recommendations pertaining to graduate faculty workloads for the Faculty Workload Form Part B were discussed. Additional recommendations should be sent to Dr. Phillips by email so that they can be compiled and presented at the December 12<sup>th</sup> Council meeting.

**VI. New Business**

There being no further business the meeting was adjourned.

Minutes submitted by: Melissa Hawkins, Recording Secretary

**Graduate Council – Consent Calendar  
November 28, 2007**

**Graduate Faculty Membership**

**Adjunct**

Donald Butrum / Education  
Jayoung Choi / Psychology  
James Waters / Educational Leadership

**Associate – Initial Appointment**

Jacob Klerlein / Mathematical Sciences

**Full – Initial Appointment**

Lisa Sheehan-Smith / Human Sciences  
Debra Wilson / Nursing  
Patricia Wall / Accounting

**Full – Re-Appointment**

Kathryn Patten / Educational Leadership  
Richard Detmer / Computer Science  
David Gore / Engineering Technology & Industrial Studies

# Curriculum Changes

## *Elementary and Special Education*

### **Course Number/Title Change and Change in Credit Hours**

**ELED 6180 Current Issues in Elementary Mathematics**, 1 credit hour

Change title to Research and Advanced Methods in Elementary School Mathematics and change credit hours from 1 to 3, effective Spring 2008

## *Psychology*

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

Add two courses under section 1 “Demonstrate knowledge of the core areas of psychology by completing the following courses at either the undergraduate or graduate level prior to entering the Experimental Program, or during enrollment in the program...”

**PSY 1410 General Psychology** is a prerequisite for other required core courses.

**PSY 5420 Experimental Social Psychology** should be able to fulfill the undergraduate Social Psychology requirement.

Changes to be effective Spring 2008

## *Engineering Technology & Industrial Studies*

### **Other (Inactivate Concentration)**

Inactivate Industrial Relations Concentration of Masters program, effective Fall 2007

## *Computer Information Systems*

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

Change ‘Three hours of INFS or ACTG at the 5000 or 6000 level’ to ‘Six hours of INFS or ACTG at the 5000 or 6000 level’ and remove ‘ACTG 6910 Accounting and Business Decisions (or approved substitute).’

Changes to be effective Fall 2008

## **Other**

Letter of Intent submitted for new M.S. degree in **Computer Information Systems**, effective Fall 2008

## **Other**

**INFS 5830 Database Programming**, 3 credit hours

Remove current wording 'six hours of information systems' as a prerequisite and replace it with 'INFS 4790 or 5790 or consent of the instructor'.

**INFS 6520**

Remove 'INFS 6710 or permission of instructor' as the prerequisite.

## *Agribusiness and Agriscience*

## **Other**

For **ABAS 5430 Horse Production**:

- (1) Change prerequisites to ABAS 2400, ABAS 3040, and one of the following: ABAS 3300, ABAS 4090 or ABAS 4440 or consent of the instructor.
- (2) Change catalog description to reflect prerequisite change and correspond to ABAS 3430 listing.

Changes to be effective Spring 2008

## *Business Communication and Entrepreneurship*

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

Drop **BCEN 5810 Internship Program**

Add **BCEN 6910 Internship Program**

Changes to be effective Spring 2008