

# Graduate Council Minutes

## December 17, 2004

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The Graduate Council met at 2:00 p.m. in the President's Conference Room. Chair Michael Hein presided.

### I. Call to Order

Members present: Dr. Marc Singer, Dr. Philip Phillips, Dr. Norman Weatherby, Dr. Michael Hein, Dr. Jackie Eller, Dr. Jeff Walck, Dr. Bichaka Fayissa, Dr. William Ilsley, Sr. Stuart Bersntein, Dr. Frank Bailey

Ex-officio members present: Peter H. Cunningham, Interim Associate Dean College of Graduate Studies, Dr. Abdul Rao, Dean of Graduate Studies

### II. Announcements

#### A. Dr. Michael Hein

- Spring meeting dates are February 18, 2005, March 18, 2005, April 15, 2005 and May 6, 2005 at 2:00 p.m. Deadline for submission of materials for Graduate Council review is two (2) weeks prior to meeting date.

#### B. Dr. Abdul Rao

- Dr. Rao announced the appointment of the search committee for the position of Associate Dean. Drs. Hein and Walck will represent the Council on this committee. The position will be advertised nationally. He hopes to complete the process by mid-April.
- Dean Rao announced that stipends for doctoral graduate assistants will be raised to \$14,000 for twelve month appointments. The Graduate Office will continue to monitor graduate stipends being sure to consider the cost of living and the possibility of health insurance coverage in the future.
- The staff of the College of Graduate Studies and the Office of Research are currently meeting with vendors re: website upgrades and revisions.
- Graduate office staff have been meeting with faculty of the PhD programs. Meetings with Human Performance and English have already taken place. A meeting with Economics will be scheduled in early spring semester.
- Dean Rao is working with faculty in the College of Basic and Applied Sciences to develop a letter of intent for a new PhD program in interdisciplinary sciences.

#### C. Dr. Peter H. Cunningham

- Associate Dean Cunningham distributed copies of the most recent post approval monitoring report submitted to THEC. This includes data on the recently PhD programs. All programs met their projected graduation numbers for the past year.
- A summary of new graduate student applications was distributed providing a comparison of Fall 2004 and Fall 2003 enrollment of new graduate students. Total new graduate applications increased by 259 or 19.9% over one year ago.
- Dr. Cunningham also announced that the Master of Science in Professional Science degree received final approval from THEC in December and would officially begin with the Spring 2005 semester. Dianne Miller, Associate Dean Basic and Applied Sciences, will serve as the coordinator of this program.
- College of Graduate Studies is working with the College of Education and Behavioral Science in the preparation of a letter of intent to create a Master of Library Science degree. A draft letter has been submitted to the Dean for his review.

### **III. Approval of Minutes – November 19, 2004**

A motion was made to accept the minutes of the November 19, 2004 meeting. The motion was seconded and carried.

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

#### **A. Graduate Faculty and Program Review**

##### **Dr. Frank Bailey, Chair**

- Consent calendar attached – all items have been recommended for approval with the addition of Dr. Albert DePrince to Doctoral Faculty membership, and the removal of proposed new course ELED 6330. A motion was made to adopt the attached calendar. The motion was seconded and carried.

#### **B. Student Affairs and Travel**

##### **Dr. Jeffrey Walck, Chair**

- The Student Affairs and Travel had nothing to report this month. The balance of the travel fund remains \$17,109.08.

#### **C. Policies and Procedures**

##### **Dr. Ken Blake, Chair**

- The Policies and Procedures committee had no report.

### **V. Old Business**

- None

### **VI. New Business**

- Suspension and appeals committee meeting is scheduled for January 12, 2005 at 10:00 a.m. Professors Bailey, Eller and Ilsley agreed to serve at this committee meeting.
- Procedure for appointment and approval for graduate coordinators, Council members were reminded that graduate program coordinators are appointed by their departments with the approval of the Graduate Dean. Recently, several departments have changed graduate coordinators or appointed coordinators for new programs without first confirming the appointment with the Dean of Graduate Studies. It was decided that a message with this information would be sent to all department chairs and deans.
- Professor Phillips asked about the procedure necessary for the English department to move their deadline for fall applications from November 1<sup>st</sup> to October 15<sup>th</sup>. The department should send a cover memo for proposed curriculum change with this action.

There being no further business the meeting was adjourned at 3:00 p.m.

Respectfully submitted: Kim Collins  
Recording Secretary

Graduate Council – Consent Calendar

December 17, 2004

Graduate Faculty Membership

Associate Membership – Initial – Level 1

Katherine Boswell/ Computer Information Systems  
Jane Marcellus/ Journalism  
David A. Penn/ Economics and Finance

Full Membership – Initial Appointment

John Omachonu/Mass Communications  
Stuart E. Bernstein / Psychology

Full Membership – Re-Appointment

Cheryl Slaughter Ellis/HPERS  
Jackie Eller/Sociology and Anthropology  
Mack Thweatt/Computer Science  
Ralph M. Butler/Computer Science  
Richard E. Morris/Foreign Languages

Doctoral Membership

Reuben Kyle/Economics and Finance  
Christopher C. Klein/Economics and Finance  
Albert DePrince/Economics and Finance

Curriculum Changes

Psychology

Dual-Listed Courses and Course Number/Title Change

PSY 6530/7530      The Psychology of Reading and Reading Development, 3 credit      hours, effective Fall  
2005

Biology

New Course

BIOL 6770      Issues in Biotechnology, 2 credit hours, effective spring 2005

Management and Marketing

Changes in Credit Hours

MKT 6000      Marketing Concepts, change from 2 credit hours to 3 credit hours, effective fall 2005

BLAW 6430      Business Law, change from 2 credit hours to 3 credit hours, effective spring 2005

ACTG 6000      Survey of Accounting Principles, change from 2 credit hours to 3 credit hours, effective spring 2005

Economics and Finance

Change in Credit Hours

FIN 6000 Survey of Financial Marketing, change from 2 credit hours to 3 credit hours,  
Effective fall 2005

Sociology and Anthropology

Proposed New Course

SOC 6670 Social Statistics, 3 credit hours, effective fall 2005

Elementary and Special Education

Inactivation of Course

ELED 6300 Play and Literacy, 1 credit hour, effective summer 2005