

# School of Graduate Studies

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## Graduate Council Minutes

November 16, 2017

Dempster Hall – Room 102

**Members:** Present: McAllister, presiding; Bawaneh, Belling, Bertrand, Caldwell, Faber, Glackin, Hatcher, Grueneberg, McFerron, Powell, Schmidt, and Sides

**Guests:** Dan Daly (Mathematics), Susan Kendrick (English), and Jingjing Tong (Polytechnic Studies)

1. **Minutes:** A motion to approve the minutes from both October 19, 2017 and November 2, 2017 was made by Caldwell/Bertrand. Minutes were then approved by the council.
2. **Reports:**
  - a. **Dean's Report:** Dr. McAllister reminded the Council of the Excellence in Teaching and Excellence in Research Awards and set a deadline of December 1, 2017. McAllister will send a reminder via e-mail. McAllister will set a new charge for the Academic Standards Committee. Review of the number of 500-level courses that can apply toward a graduate degree program. Committee will also provide guidance on acceptable standards for graduate students in 500-level courses. All faculty members of Graduate Council with no current subcommittee membership will be assigned to a subcommittee.
  - b. **Curriculum Committee:** No report
  - c. **Academic Standards Committee:** No report
  - d. **Graduate Thesis Review Committee:** No report
3. **Action Items:**

**NOTE:** Agenda Items discussed out of order to accommodate Dr. Kendrick's teaching schedule.

  - a. **College of Liberal Arts  
(New Course Addition)**

*LI523 Studies in American Literature – New*

**(Course Revisions)**  
*LI510 Literature and Culture – Revision*  
*LI560 Chaucer – Revision*  
*LI565 Southern Literature - Revision*  
*LI568 19<sup>th</sup> Century American Literature – Revision*  
*LI570 Twentieth-Century American Literature – Revision*  
*LI571 Contemporary American Poetry - Revision*  
*LI576 American Fiction of the 21<sup>st</sup> Century – Revision*  
*LI578 Studies in Late British and Postcolonial Literature – Revision*

Dr. Susan Kendrick was present to discuss the course additions and revisions for English (Literature). Kendrick briefly explained the previous offerings were too narrow. This new course and course revisions allow faculty to open up the scope of the courses. Flexible course titles allow various topics and can vary by faculty

member and their associated specialty. Schmidt suggested the catalog definition length be checked on the courses to insure compliance with guidelines established by the Office of the Registrar.

A motion to collectively consider and approve the course addition of LI523 and the course revisions of LI510, LI560, LI565, LI568, LI570, LI571, LI576, and LI578 was made by Schmidt/Glackin. The council then moved for approval.

**b. Graduate Certificate Program: Post-Master's Family Nurse Practitioner  
(Certificate Program Deletion)**

Dr. McAllister briefly explained the very low completion rate of the program. The associated College Council has approved the certificate program deletion.

A motion to endorse the deletion of the Graduate Certificate Program: Post Master's Family Nurse Practitioner was made by Glackin/Bawaneh. The council then moved for approval.

**c. Master of Science – Healthcare Management  
(Program Revision)**

**(New Course Addition)**

*HA550 Healthcare Risk Management – New*

**(Course Revision)**

*HA681 Health Administration Policy – Revision*

Dr. Caldwell was present to discuss the revision of the MS - Healthcare Management program, the new course addition of HA550, and the course revision of HA681 for Graduate Business Studies. Caldwell explained the addition of HA550 is driven by industry feedback reinforcing how critical risk management is in the healthcare field. Caldwell also pointed out that HA681 is being elevated to a capstone course. Caldwell gave an overview of the revisions to the overall MS – Healthcare Management. Glackin suggested removing the bold formatting from the comparison table. Glackin also mentioned the need for clarification between “parts” and “chapters” on the document titled “Course Changes Voted and Approved by the Department of Management and Marketing October 10, 2016.” Glackin also mentioned that all course descriptions and catalog descriptions should be the same. This is not true for HA681 CAD and syllabus. Schmidt asked if modifications bring better alignment with peer programs. Caldwell verified this is the case. Glackin added that the CADs and syllabi for HA550 and HA681 should be updated to “Course Learning Outcomes” from “Student Learning Outcomes.”

A motion to collectively approve the program revision proposal for the MS – Healthcare Management, the course addition of HA550, and the course revision of HA681, with specified revision(s), was made by Schmidt/Glackin. The council then moved for approval.

**d. College of Science, Technology, and Agriculture**

**(New Course Addition)**

*EG506 Operations Research – New*

**(Course Revision)**

*MA545 Linear Algebra and Matrices – Revision*

Dr. Jingjing Tong was present to discuss the course addition of EG506. Tong explained the similarities of the new course to the existing quantitative analysis course are minimal.

Dr. Dan Daly was present to discuss the course revision to MA545. Daly explained the revision is an attempt to make the course less theoretical and add more elements of application. The revision attempts to clarify the question “Where am I going to use this?” for students.

McAllister noted that while a separate grading scale is shown for graduate students in EG506, there is no outline of additional projects or coursework for graduate students designated or shown as a percentage in that scale. Glackin mentioned the course learning outcomes for both EG506 and MA545 should begin with the verb and eliminate “student will be able to” from the beginning of each statement.

A motion to collectively approve the course addition of EG506 and the course revision of MA545, with specified revision(s), was made by Caldwell/Bawaneh. The council then moved for approval.

**4. Informational Items:**

**a. College of Health and Human Services**

*CJ519 Restorative Justice – Temporary Course Addition (Spring 2018)*

*CJ615 Theories of Crime – Course Title Change*

Dr. McAllister briefly reviewed the presented informational items.

**5. Questions/Discussion**

Dr. Bertrand explained advanced programs in the College of Education are not going through CAEP accreditation. McAllister asked if this was a temporary exemption. Bertrand stated it is a transition phase and believes it to be only temporary.

Meeting adjourned.

**Next Graduate Council Meeting:**

**Thursday, January 25, 2018**

**8:30-10:00 a.m.**

**Dempster Hall - Room 102**