

MINUTES OF THE COUNCIL ON GRADUATE STUDIES

September 5, 2006

The Council on Graduate Studies met at 2:00 p.m. on Tuesday, September 5, 2006 in 3108 Blair Hall.

Members present: Dean Augustine, Dr. Conn, Dr. Costa, Dr. Elder, Ms. Gupta, Dr. Liu, Dr. Miller, Dr. Morford, Dr. Nelson, Dr. O'Rourke, and Dr. Raybin

Members absent: None

Staff present: Dr. Herrington-Perry, Mr. Ranes, and Ms. Barter

Guests present: Dr. Andrew Methven and Dr. Gaines, Biological Sciences and Dr. Bailey Young, History

I. **Approval of the April 18, 2006 Minutes.**

Dr. Costa moved and Dr. Nelson seconded the motion to approve the April 18, 2006 minutes. The motion passed unanimously with a correction in attendance, Dr. Morford did attend the meeting.

II. **Communications**

1. College of Sciences Curriculum Committee meeting minutes of Friday, April 7, 2006
2. College of Sciences Curriculum Committee meeting minutes of Friday, April 21, 2006
3. Lumpkin College of Business and Applied Sciences Curriculum Committee electronic meeting minutes of Wednesday, April 24, 2006
4. College of Sciences Curriculum Committee meeting minutes of Friday, April 28, 2006

III. **Approved Executive Actions**

1. Mary Anne Hanner, Dean, COS, requests the following be approved by executive action. The College of Sciences Curriculum Committee approved these items on April 7, 2006 to be effective Fall 2007.
See Attachment A.
2. Diane Hoadley, Dean, LCBAS, requests the following be approved by executive action. The College of Sciences Curriculum Committee approved these items on April 25, 2006 to be effective Fall 2006.
See Attachment B.
3. Mary Anne Hanner, Dean, COS, requests the following be approved by executive action. The College of Sciences Curriculum Committee approved these items on April 28, 2006 to be effective Fall 2007.
PSY 5970 – Change prerequisite from “permission of instructor” to “admission to the graduate program in psychology or permission of the instructor”; add the following statement to the course description: “A maximum of six semester hours may be counted toward the Master of Arts or Specialist in School Psychology degree.” Effective date: Fall 2007
Rationale: To make the course description consistent with the other comparable courses in the two psychology graduate programs.
4. Jeffrey Lynch, Associate Dean, CAH, requests the following be approved by executive action. The College of Arts and Humanities Curriculum Committee approved these items on April 5, 2006 to be effective Fall 2006.
Department of Communication Studies Executive Actions:
 - a. Rename CMN 4810
From: Contemporary American Public Address

- To: Voices of Democracy
Rationale: To maintain consistency in new option and to reflect current accepted title for course content
- b. Rename CMN 4750
From: Advanced Theories of Mass Communication
To: Contemporary Approaches to Mass Communication
Rationale: To maintain consistency in new option and to reflect current accepted title for course content
- c. Option name change
From: Communication Studies
To: Communication Theory and Practice
Rationale: Degree name is same as option. Name change differentiates option from degree
5. Charles Rohn, Dean, CEPS, requests the following be approved by executive action to be effective Fall 2006.
- a. Delete CSD 5100 (Counseling the Mature and Aged Person);
CSD 5200 (Counseling Girls and Women);
CSD 5700 (Foundations of Student Affairs in Higher Education);
and CSD 5790 (Technology in Student Affairs).
- b. Revise the title of CSD 5490 from "Special Educational Problems" to "Special Topics"
6. Robert Augustine, Dean, Graduate School, requests the following revision to the College Student Affairs program be approved by executive action to be effective Fall 2006.
- a. The mission of the M. S. in College Student Affairs is to provide a dynamic curriculum for students interested in leadership careers in the field of student affairs in higher education. The program provides a strong foundation for knowledge and skills development needed for effective administration, efficient use of technology, and humanistic support of undergraduate and graduate education. Upon completion of the program, students will be prepared for entry and mid-level student affairs positions in post-secondary public and private education as well as state and federal agencies. Some students also decide to pursue additional studies in Ph.D. programs and other terminal degrees.
7. Robert Augustine, Dean, Graduate School, requests the following revision to the Associate Graduate Faculty Membership policy to be effective Fall 2006.
- a. Background: In January 2006, after campus-wide discussion and review, the Council on Graduate Studies approved updated policies on Graduate Faculty Membership, Associate Graduate Faculty Membership, and Adjunct Graduate Faculty Membership (CGS 06-42). After the approved documents were submitted to the President's Council for adoption as replacements Internal Governing Policy 47, the following issues was identified.

Associate Membership is designed to allow faculty who do not meet Graduate Faculty criteria and administration, or staff who do not hold faculty rank to temporarily teach a graduate level course when a member of the Graduate Faculty is not available. The criteria for a faculty appointment to Associate Graduate Faculty membership included a rank of Assistant Professor or above. College deans noted that many or all annually contracted faculty in some colleges are offered a faculty rank of instructor which makes them ineligible for Associate Graduate Faculty Membership. Based on discussions with the college deans I recommend the following change:

Current Text	Proposed Text
Rank: Hold the rank of Assistant	Rank: Hold the rank of Assistant

Professor or above in a tenure track or an annually contracted faculty appointment;	Professor or above faculty rank in a tenure track or an annually contracted faculty appointment;
---	--

8. Mary Anne Hanner, Dean, COS, requests the following be approved by executive action. The College of Sciences Curriculum Committee approved these items on August 25, 2006 to be effective Fall 2006.
- a. ESC/GEG/GEL 5590 – Change course description to read: “Readings, discussion, reports, on-campus and/or off-campus fieldwork on specific areas or topics in earth science, geography or geology.”
 - b. ESC 5590 – Special Topics
(Arr.-Arr.- 1 to 6) Readings, discussion, reports, on-campus **and/or off-campus** fieldwork ~~about~~ **on** specific areas or topics in earth science, geography or geology. May be repeated for credit if a different topic is taught. Cross-listed with GEG/GEL. 5590. Prerequisites & Notes: Teaching certificate or bachelor’s degree in an appropriate field. Credits: 1 to 6
 - c. GEG 5590 – Special Topics
(Arr.-Arr.- 1 to 6) Readings, discussion, reports, on-campus **and/or off-campus** fieldwork ~~about~~ **on** specific areas or topics in earth science, geography or geology. May be repeated for credit if a different topic is taught. Cross-listed with ESC/GEL. 5590. Prerequisites & Notes: Teaching certificate or bachelor’s degree in an appropriate field. Credits: 1 to 6
 - d. GEL 5590 – Special Topics
(Arr.-Arr.- 1 to 6) Readings, discussion, reports, on-campus **and/or off-campus** fieldwork ~~about~~ **on** specific areas or topics in earth science, geography or geology. May be repeated for credit if a different topic is taught. Cross-listed with ESC/GEG. 5590. Prerequisites & Notes: Teaching certificate or bachelor’s degree in an appropriate field. Credits: 1 to 6
- Rationale: The additional wording in the course description of ESC/GEG/GEL 5590 clears up potential confusion on fieldwork. The current wording indicates only on campus fieldwork, when in fact off-campus fieldwork may also be assigned or completed.

IV. Items to be Added to the Agenda

1. 06-35, BIO 4840, Resource Management and Environmental Assessment (New Course Proposal)
2. 06-36, Administrative Drop Proposal
3. 06-37, Graduate Credit and Grading Policy: Graduate Catalog Revision
4. 06-38, Repeating Graduate Courses: Graduate Catalog Revision
5. 06-39, First Choice Graduate Program Designation and Academic Quality Improvement for Graduate Programs
6. 06-40, Faculty Marshal Recommendations
7. 06-41, Continuous Enrollment for Thesis Students (New Proposal)

Dr. Raybin moved and Dr. Nelson seconded the motion to add these items to the agenda. The motion passed unanimously.

V. Items Pending

1. 06-06, Revisions to IGP 45, Grade Appeals

Chair O'Rourke explained the committee met over the past few months and have revised the grade appeal policy. The policy will be discussed and voted on at a later date.

2. 06-39, First Choice Graduate Program Designation and Academic Quality Improvement for Graduate Programs

Ms. Gupta entered the meeting at approximately 2:25 p.m.

The following items will be on the agenda as pending to be discussed and voted on after the September 28 Joint CAA/CGS meeting.

3. 06-37, Graduate Credit and Grading Policy: Graduate Catalog Revision
4. 06-38, Repeating Graduate Courses: Graduate Catalog Revision

VI. Items to be Acted On

1. 06-21, HIS 5444, Church and Society in Medieval Europe (New Course Proposal)

Dr. Young presented the proposal and answered questions of the council members.

The proposal was approved unanimously with minor language revisions effective Spring 2007.

HIS 5444. Church and Society in Medieval Europe. (3-0-3) S. Med Church & Soc.

Introduction to medieval Europe from the perspective of the Church. Prerequisites: Graduate status or permission of the instructor.

The motion was approved to discuss and vote on this item.

2. 06-35, BIO 4840, Resource Management and Environmental Assessment (New Course Proposal)

Dr. Gaines and Dr. Methven presented the proposal and answered questions of the council members.

The proposal was approved with the following vote effective Spring 2007:

Yes: Conn, Costa, Elder, Gupta, Miller, Morford, Nelson, O'Rourke, and Raybin
Nay: None
Abstain: Liu

BIO 4840. Resource Management and Environmental Assessment. (2-3-3) S. Environ

Assess. This course will explore the concepts in natural resource management including data acquisition and how environmental regulations are used in integrated ecological assessments at the federal and state level. Prerequisite: [BIO 3800](#) or permission of the instructor.

VII. Other Business

1. Subcommittee appointments
 - a. Textbook Advisory – Dr. Raybin
 - b. Library Advisory Board – Dr. Nelson
 - c. Academic Technology – Dr. Conn
 - d. Enroll Management – the representative will be announced at the September 19, 2006 meeting
 - e. Honorary Degree – Dr. Elder
 - f. TEAM Grants Council – Dr. Costa
 - g. GSAC – Dr. Miller

Mr. Raney will provide names for student representatives at the

September 19, 2006 meeting

h. CASL – Dr. O'Rourke

Dr. Conn left the meeting at approximately 3:45 p.m.

2. Informational Policy on Course Revision Deadlines – see **Attachment D**
Dr. Herrington-Perry reviewed the policy on course revision deadlines and answered questions for the council members.
3. Revised Course Proposal Form – **Attachment E**
Chair O'Rourke explained to the members the form was attached to remind everyone the new format must be used for future proposals.

VIII. Committee Reports

1. Honorary Degree – Dr. Elder stated the basis for awarding an honorary degree is in the process of being reviewed by the Committee. She requested further discussion by council members during a future meeting.

IX. Dean's Report

1. Graduate Alumni Events – see **Attachment C**
Dean Augustine announced the next Graduate Alumni Development Board meeting will be held on Saturday, September 23. The topic of interest will be the fellowship program. The date to nominate Graduate Alumni has been extended to September 8.
2. Graduate Assistant Technology Program
Dean Augustine announced the CATS Office has developed a Technology Certificate Program for graduate assistants. Upon completion of technology training sessions a certificate will be awarded.
3. Graduate School Events
Dean Augustine reviewed the upcoming events the Graduate School has planned.
4. Assessment Discussion
Dean Augustine reviewed the First Choice Graduate Program Designation plan.
5. School of Technology – IBHE approved Post Baccalaureate Certificate Program in Technology Security
Dean Augustine announced to the council members the Post Baccalaureate Certificate Program in Technology Security had been approved by IBHE.

The meeting adjourned at 4:10 p.m.

Linda Barter, Coordinator

ANNOUNCEMENT OF THE NEXT MEETING
Tuesday, September 19, 2006
3108 Blair Hall
