



Graduate Council

Agenda—March 19, 2015

2:00 pm - Academic Affairs Conference RM 239

**Members Present:** Kirk Atkinson, Phillip Coleman, Andrea Paganelli, Kristin Wilson, Marge Maxwell, David Kerr, Ferhan Atici, Lance Hahn, Cheryl Davis, Eric Reed, Angie Jerome, Shannon Vaughn, Eve Main, Kurt Neelly, Beverly Siegrist, Molly Kerby, Carl Fox

**Members Absent:** Minwoo Lee, Blake Ditto, Cheryl Davis, Robert Beverly, Dori Norman, Emily Bouchard, Andrew Rosa, Kelsey Burton

**Guests Present:** Colette Chelf, Julie Harris, Scott Gordon, Laura Upchurch, Janet Applin, Tiffany Robinson, John Faine, Darlene Shearer, Tonya Bragg-Underwood, Larry Snyder, Merrill Price, Danita Kelley, Patricia Desrosiers

I. Consideration of the February 12, 2014 minutes \*Kerby/Coleman motion to approve; passed.

II. Public Comment

III. Reports

- a. Graduate Faculty Report \*Hahn/Wilson motion to approve; passed.
- b. Student Research Grant Report \*Hahn presented report to make changes in Graduate Research Grant allocations; Coleman, amend ISRB or IRB; Vaughan asked if additional money beyond the budgeted \$25,000 was available; Fox relayed due to budget constraints no additional funding available for student research grants this year so no April meeting; Hahn requested Graduate School update all issues under Item 1 and request an annual budget of \$40,000; Fox stated he would carry this forward as a budget recommendation; Main questioned if students had submitted proposals for April meeting; Fox not sure if applications have been submitted, but email prepared to notify students/faculty of lack of funding and will post on website; Siegrist questioned if committee was recommending if incomplete applications “may be” returned or “would be” returned; Hahn clarified that “may be” depending on type of application omission.
- c. Policy Committee Report
  - i. Graduate Council Charter (second reading) \*Siegrist reported that Ad Hoc Senate committee regarding the Senate Charter revision had met and Kurt Neelly attended in her absence as did members Reed and Kerby; Siegrist reviewed Neelly’s report including the Ad Hoc committee’s position that Graduate Council should be a standing committee of Senate; Wilson questioned if ad hoc committee would meet again; Kerby, yes they will continue to meet with several issues; Reed, that meeting was only to discuss Graduate Council; Wilson, any chance the Senate would suspend their rules and begin to operate with Graduate Council as a standing committee; Reed, don’t think there is any opposition; Wilson questioned who will move this forward; Siegrist, offered to ask at next ad hoc meeting; Reed stated they planned to have an April & May reading to finalize actions; Chelf questioned about adding language that chair of Graduate Council would be a faculty member; Kerby, yes; Siegrist requested recommendation from the floor to consider Article I.
    - \* Reed/Kerby motion to table Article I; passed.
    - \* Maxwell, questioned effective date; Siegrist, immediately; Hahn, friendly amendment to change officers must be members of the graduate faculty and employed by WKU; Fox

should add officers are members of Graduate Council; Kerby, yes friendly amendment to add; Reed questioned if student representatives should have full voting rights, he believes yes; Vaughan should we consider staggering the election terms; Davis agreed and committees should do the same; Siegrist we will look at existing terms and work out the new three year term rotations; Siegrist what would council like to name this document; Kerby did not like Charter; Atkinson, should be consistent with UCC if going to be a similar standing committee of Senate; Siegrist suggested Guidelines; all agreed; Siegrist no motion needed since from committee, document amended to vote on Article II through Article V; passed.

\*Chelf asked for clarity on Graduate Faculty status since former operating papers defined this, is status defined now by Faculty Handbook; Fox, yes; Reed no impact with SACS visit since this is new and SACS reviewing last year information; Jerome summarized Faculty Handbook statement that Graduate Council oversees Graduate Faculty status; Chelf offered to summarize all university documents regarding Graduate Faculty status to move forward; Vaughan questioned omission of Graduate Faculty status when new Guidelines reference membership being members of Graduate Faculty; Atkinson clarified the former Operating Papers were a compilation Graduate Council and Graduate School duties, not necessary to include Graduate Faculty in the Graduate Council papers; Vaughan stated nothing in guidelines to address Graduate Faculty; Kerby suggested to ask Senate to remove reference to Graduate Faculty from Faculty Handbook.

d. Graduate Dean's Report

- i. Plagiarism Precautions \*Fox elaborated on plagiarism issue with former student's dissertation with pending investigation; Graduate School will be working on draft of policy to prevent plagiarism issues and suggested programs use SafeAssign or other plagiarism program to detect at the program/college level; Wilson, what will WKU do when detect plagiarism; Fox, misconduct policy in place, but we do not have ability to rescind a degree and will be working on creating that policy; John Faine, sociology using "turn it in" and has become cost prohibitive, who will pay; Jerome, SafeAssign part of Blackboard and free; Hahn questioned consequences, such as losing graduate faculty status, for faculty who have approved a plagiarized document; Wilson asked Dr. Fox's opinion; Coleman, difficult to detect plagiarism; Siegrist questioned need for policy regarding faculty consequences; Wilson suggested checking precedent at other schools. \*Hahn asked about Graduate Fellowship appointments and when students/faculty would be notified of award; Fox relayed that he had been advised not to award the money yet; Jerome, Graduate Assistantships are due April 1<sup>st</sup> and cannot make those awards without knowing fellowship awards; Hahn what is the timeline; Fox no other information except told not to make awards yet; Jerome questioned if administration knows programs are losing students without money; Fox will relay.

IV. New Business

- a. CPE Program Approval Process & WKU Workflow Revised
- b. Two-Term Registration Proposal \*Siegrist, information presented at SEC by Doug McElroy; Siegrist asked if impacting graduate students, yes, so SEC has sent to Graduate Council for review; Graduate School presented list of potential issues regarding this policy relative to graduate student admission, matriculation and financial assistance; Siegrist would like to have recommendation from Graduate Council; Maxwell elaborated on hardship of course and faculty assignments a year or more in advance which would be very difficult if not impossible; Maxwell, also difficult to make program and course changes efficiently and assign part-time instructors;

Main would negatively impact the clinical programs specifically with prerequisite requirements as well as faculty assignments; Siegrist, who would drop students, registrar?; Tiffany Robinson, yes, and the schools they have cited as using the multi-term registration are much smaller enrollments than WKU; Hahn does anyone think this policy would help graduate retention; Multiple no's; Siegrist, will send a recommendation to Senate not to support implementation of multi-term registration.

c. Curriculum Proposals

<b>College Health and Human Services</b>	
Information	Temporary Course NURS 560 Curriculum Development in Nursing Education Contact: Eve Main, <a href="mailto:eve.main@wku.edu">eve.main@wku.edu</a> , 5-3489
Information	Temporary Course SLP 557 Speech Language Pathology and Autism Spectrum Disorders Contact: Mary Lloyd Moore, <a href="mailto:mary.lloyd.moore@wku.edu">mary.lloyd.moore@wku.edu</a> , 5-2183
Information	Temporary Course SLP 558 Interprofessional Practice Across the Lifespan Contact: Mary Lloyd Moore, <a href="mailto:mary.lloyd.moore@wku.edu">mary.lloyd.moore@wku.edu</a> , 5-2183
Action	Revise a Course NURS 517 Advanced Applied Pharmacology Contact: Beverly Siegrist, <a href="mailto:beverly.siegrist@wku.edu">beverly.siegrist@wku.edu</a> , 745-3490; Tonya Bragg-Underwood, <a href="mailto:tonya.bragg-underwood@wku.edu">tonya.bragg-underwood@wku.edu</a> , 745-4377 <i>*Maxwell/Main motion to bundle &amp; approve NURS 517, 518, &amp; 606; friendly amendment to change implementation of all to 201610; passed.</i>
Action	Revise a Course NURS 518 Clinical Teaching in Nursing Contact: Beverly Siegrist, <a href="mailto:beverly.siegrist@wku.edu">beverly.siegrist@wku.edu</a> , 745-3490; Tonya Bragg-Underwood, <a href="mailto:tonya.bragg-underwood@wku.edu">tonya.bragg-underwood@wku.edu</a> , 745-4377
Action	Revise a Course NURS 606 Advanced Clinical Practice Contact: Beverly Siegrist, <a href="mailto:beverly.siegrist@wku.edu">beverly.siegrist@wku.edu</a> , 745-3490; Tonya Bragg-Underwood, <a href="mailto:tonya.bragg-underwood@wku.edu">tonya.bragg-underwood@wku.edu</a> , 745-4377
Action	Create a New Course NURS 519 Advanced Pathophysiology for Nurse Educators Contact: Beverly Siegrist, <a href="mailto:beverly.siegrist@wku.edu">beverly.siegrist@wku.edu</a> , 745-3490; Tonya Bragg-Underwood, <a href="mailto:tonya.bragg-underwood@wku.edu">tonya.bragg-underwood@wku.edu</a> , 745-4377 <i>*Coleman/Hahn motion to bundle NURS 519, 521, 532, 560, 561, 563, 564, 565, &amp; 662; Kerby/Main motion to approve; passed.</i>
Action	Create a New Course NURS 521 Statistics in Health Care Contact: Eve Main, <a href="mailto:eve.main@wku.edu">eve.main@wku.edu</a> , 745-3489
Action	Create a New Course NURS 532 Teaching in Nursing: Roles and Professional Issues Contact: Beverly Siegrist, <a href="mailto:beverly.siegrist@wku.edu">beverly.siegrist@wku.edu</a> , 745-3490
Action	Create a New Course NURS 560 Curriculum Development in Nursing Education Contact: Beverly Siegrist, <a href="mailto:beverly.siegrist@wku.edu">beverly.siegrist@wku.edu</a> , 745-3490; Tonya Bragg-Underwood, <a href="mailto:tonya.bragg-underwood@wku.edu">tonya.bragg-underwood@wku.edu</a> , 745-4377

Action	Create a New Course NURS 561 Distance Education & Technology in Nursing Contact: Beverly Siegrist, <a href="mailto:beverly.siegrist@wku.edu">beverly.siegrist@wku.edu</a> , Tonya Bragg-Underwood, <a href="mailto:tonya.bragg-underwood@wku.edu">tonya.bragg-underwood@wku.edu</a> , 745-4377
Action	Create a New Course NURS 563 Teaching in Health Care Organizations Contact: Beverly Siegrist, <a href="mailto:beverly.siegrist@wku.edu">beverly.siegrist@wku.edu</a> , 745-3490; Tonya Bragg-Underwood, <a href="mailto:tonya.bragg-underwood@wku.edu">tonya.bragg-underwood@wku.edu</a> , 745-4377
Action	Create a New Course NURS 564 Teaching in Health Care Organizations Practicum Contact: Beverly Siegrist, <a href="mailto:beverly.siegrist@wku.edu">beverly.siegrist@wku.edu</a> , 745-3490; Tonya Bragg-Underwood, <a href="mailto:tonya.bragg-underwood@wku.edu">tonya.bragg-underwood@wku.edu</a> , 745-4377
Action	Create a New Course NURS 565 Teaching Strategies in Nursing Education Contact: Beverly Siegrist, <a href="mailto:beverly.siegrist@wku.edu">beverly.siegrist@wku.edu</a> , 745-3490; Tonya Bragg-Underwood, <a href="mailto:tonya.bragg-underwood@wku.edu">tonya.bragg-underwood@wku.edu</a> , 745-4377
Action	Create a New Course NURS 662 Assessment and Evaluation in Nursing Education Contact: Beverly Siegrist, <a href="mailto:beverly.siegrist@wku.edu">beverly.siegrist@wku.edu</a> , 745-3490; Tonya Bragg-Underwood, <a href="mailto:tonya.bragg-underwood@wku.edu">tonya.bragg-underwood@wku.edu</a> , 745-4377
Action	Create a New Course SLP 557 Speech-Language Pathology and Autism Spectrum Disorders Contact: Kimberly Green, <a href="mailto:kimberly.green@wku.edu">kimberly.green@wku.edu</a> , 745-4303 <i>*Jerome/Hahn motion to approve; Applin questioned if program was similar and if collaborated with CEBS program, textbook and learning outcomes similar; D. Kelley not sure of collaboration, believe the course outcomes are different than courses offered in CEBS; Wilson would students who will take the CEBS course now take this course; Applin, no; passed.</i>
Action	Create a New Course SLP 558 Interprofessional Practice Across the Lifespan Contact: Jo Shackelford, <a href="mailto:jo.shackelford@wku.edu">jo.shackelford@wku.edu</a> , 745-4306 <i>*Coleman/Hahn motion to approve; passed.</i>

Action	<p>Create a New Course</p> <p>SWRK 679 Professional Social Work Writing Seminar</p> <p>Contact: Jay Gabbard, <a href="mailto:jay.gabbard@wku.edu">jay.gabbard@wku.edu</a>, (270) 745-8749; Patricia Desrosiers, <a href="mailto:patricia.desrosiers@wku.edu">patricia.desrosiers@wku.edu</a>, (270) 745-4557</p> <p>*Main/Hahn motion to approve; Maxwell questioned course description and if only a writing course to learn APA style; Desrosiers, no, includes types of social work writing; Kerby questioned if this is an elective how will students who need help with writing choose this course and how will it not become an easy elective for good writers; Desrosiers, intended to help all social work students with writing and will be developing a similar course at undergraduate level using same rubric; Maxwell, all programs have to teach writing and should be embedded in all courses; Maxwell, does not seem graduate level course; Desrosiers, work will be graduate level work; Wilson questioned if adding an elective not related to content dilutes instruction in the discipline; Desrosiers, writing is part of overall program instruction, but this would be additional instruction in writing; Main agreed that writing an issue in the health fields; Wilson the way the course is designed it is standard APA style writing; Hahn asked if students in this program do not pursue a thesis; Desrosiers correct; Vaughan proposal does state that focus will be on social work specific writing; Merrill Price, why would this course be repeatable for 6 hours; friendly amendment to change to not repeatable; Chelf stated that the 1.10 description is the catalog course description; Maxwell suggested the proposal should be revised; Wilson suggested to contact undergraduate writing course faculty to embed needed instruction; Kerby/Maxwell motion to table indefinitely; passed.</p>
Action	<p>Revise a Program</p> <p>0011 Doctor of Nursing Practice (DNP), BSN to DNP Option (NNPF)</p> <p>Contact: Eve Main, <a href="mailto:eve.main@wku.edu">eve.main@wku.edu</a>, 745-3489</p> <p>*Main/Hahn motion to approve; passed.</p>
Action	<p>Revise a Program</p> <p>149 Master of Science in Nursing, Nurse Educator</p> <p>Contact: Beverly Siegrist, <a href="mailto:beverly.siegrist@wku.edu">beverly.siegrist@wku.edu</a>, 745-3490; Tonya Bragg-Underwood, <a href="mailto:tonya.bragg-underwood@wku.edu">tonya.bragg-underwood@wku.edu</a>, 745-4377</p> <p>*Neelly/Main motion to approve; friendly amendment to revise hours number from 40-46 to 40-47; passed.</p>

Action	<p>Revise a Program 152 Master of Public Health Contact: Grace Lartey, PhD; <a href="mailto:grace.lartey@wku.edu">grace.lartey@wku.edu</a>; 53941. Darlene Shearer, DrPH; <a href="mailto:darlene.shearer@wku.edu">darlene.shearer@wku.edu</a>; 55868. Gary English, PhD; <a href="mailto:gary.english@wku.edu">gary.english@wku.edu</a>; 52678.</p> <p>*Kerby/Main motion to approve; Chelf, Graduate School had met with Dr. Lartey regarding elimination of the GAP score in order to process quick admit and with GAP still in program cannot implement a quick admit process; friendly amendment to change TOEFL paper score to minimum of 550 to align with Graduate School minimum of 550; friendly amendment to combine the admission criteria and specify only the one difference of Generalist is option c. or admission into a US Medical School; Chelf, requested clarification of admission language that minimum GPA was “recommended” but not required and that GAP score is required but GRE optional; Shearer, intended to waive for WKU undergraduate students; friendly amendment to change “Navitas” throughout to “pre-master’s program”; Reed is GAP going to be removed from all concentrations or just the new concentration; Shearer, not removing from any; passed.</p>
Action	<p>Revise a Program 0473 Master of Science Environmental and Occupational Health Science Contact: Cecilia Watkins, <a href="mailto:cecilia.watkins@wku.edu">cecilia.watkins@wku.edu</a>, 745-4796</p> <p>*Jerome/Main motion to approve; passed.</p>
<b>Ogden College of Science and Engineering</b>	
Consent	<p>Revise Course Prerequisites/Corequisites MATH 532 Real Analysis Contact Person: Ferhan Atici, <a href="mailto:ferhan.atici@wku.edu">ferhan.atici@wku.edu</a>, 5-6229</p>
Action	<p>Revise a Course MATH 429G Probability and Statistics II Contact Person: Ngoc Nguyen, <a href="mailto:ngoc.nguyen@wku.edu">ngoc.nguyen@wku.edu</a>, 5-6221</p> <p>*Atkinson/Kerby motion to approve; passed</p>
Action	<p>Revise a Program 085 Master of Science Mathematics Contact Person: Ferhan Atici, <a href="mailto:ferhan.atici@wku.edu">ferhan.atici@wku.edu</a>, 5-6229</p> <p>*Main/Coleman motion to approve; friendly amendment to remove “WKU requires a minimum GRE score...”; Hahn why removing the requirement of an applied programming language; Atici only removing sequence courses; Chelf clarified that core course substitution option would require a graduate appeal; friendly amendment to add MATH 599 to electives list; passed.</p>
<b>Potter College of Arts &amp; Letters</b>	
Action	<p>Create a New Course COMM 596 Internship in Communication Contact: Angela Jerome, <a href="mailto:angela.jerome@wku.edu">angela.jerome@wku.edu</a>, 5-5884</p> <p>*Kerby/Main motion to approve; Chelf clarified that the prerequisite listed would require an override every time; passed.</p>

Action	Revise a Program 0421 Master of Arts in Criminology Contact: John Faine, <a href="mailto:john.faine@wku.edu">john.faine@wku.edu</a> , 5-3759 *Kerby/Main motion to approve; passed
<b>University College</b>	
Action	Revise a Program 0448 MA Social Responsibility & Sustainable Communities Contact person: Jane Olmsted, <a href="mailto:jane.olmsted@wku.edu">jane.olmsted@wku.edu</a> , 5787 *Coleman/Hahn motion to approve; passed

V. Announcements/Adjourn \*Wilson motion to adjourn