



Graduate Council

Minutes—October 9, 2014

3:00 pm - Academic Affairs Conference RM 239

***No attendance taken.**

I. Consideration of the September 11, 2014 minutes

***Coleman/Main motion to approve; passed**

II. Public Comment ***None**

III. Reports

a. Graduate Faculty Report

***Wilson/Maxwell motion to approve; Hahn questioned Honors Academy listed as department; Fox speculated faculty who will serve on thesis committee and/or in anticipation of M.Phil. degree program; passed**

b. Research Grants Report (Pereira, Main, Vaughan) ***No report**

c. Policy Committee Report (Neelly, Davis, Kerby) ***No report**

IV. Old Business

a. Ad Hoc Committee Report - Graduate Council Mission (Atkinson, Reed, Kerby, Wilson, Siegrist, Hahn, Fox)

***Atkinson presented overview of Graduate Council relative to the university governance structure and multiple proposals for potential position within the governance structure, as well as relationship with the Graduate Dean; Siegrist requested input from the council; Fox suggested members read the Senate charter and the Graduate Studies Operating Papers and note the discrepancies; Reed agreed that both need revisions and the ad hoc committee did not agree on what or how to restructure; Fox stated in his experience Graduate Council serves as advisory body and most often takes their recommendations; Reed stated that except in curriculum Graduate Council is already an independent body; Fox stated operating papers were mostly reflecting the Graduate School operations; D. Kelly questioned if autonomy would be lost if became a standing committee and all graduate items would then go to Senate for approval; Fox not necessarily, could be for information only; Reed argued that the Senate would welcome Graduate Council as a standing committee; Hahn questioned if Senate would agree for GC items would be for information only; Reed stated should maintain the approval relationship we have now at Senate; Siegrist, but even now at the Senate only have graduate faculty vote on Graduate Council items; Reed stated that majority of Senators are graduate faculty; Siegrist stated that all Graduate Council members are graduate faculty; Fox relayed an alternative model with a curricular sub-committee of Graduate Council to review curricular items prior to full Graduate Council meeting; Maxwell stated one strength of the current process is multiple reviews; Maxwell stated desire for vote at Senate; Atkinson questioned Senate agreement for Graduate Council as standing committee and need to investigate the process; Reed stated no one has ever requested Senate to include Graduate Council as a standing committee; Wilson requested members' input; Atkinson clarified again the difference between being a standing committee or a peer of Senate; Bland asked if**

graduate items would stop at Graduate Council if peer; yes; Bland asked at Senate if information items at Senate can be moved to action; yes; Bland stated initial thought is peer relationship would be better; Reed stated we will need one-third approval to change process and good idea to look entire charter; Fox could Siegrist approach Senate Exec Committee with our ideas; Fox suggested members poll graduate faculty in their colleges; Wilson requested a straw poll; Council voted to have Siegrist discuss issue with SEC.

b. Graduate Council Retreat update

*Save the date either Nov. 5th or 6th for a retreat from 4-7 pm. Agenda items requested. Suggested International Student Office representative to attend and present info on international students; Fox added that currently WKU requires outside review of international transcripts and would like to discuss either potentially reviewing within the departments or using transcript evaluation services in Enrollment Management; Webb confirmed that the delay in review is causing lower admission; Hahn requested confirmation from Dean Fox that the money used to pay for the retreat would not come from student funds; Fox it will not.

c. Consideration of motions to revise Graduate Council course proposals

Motion 1: New course proposals should answer the following questions: 1) What are the reasons for developing this course? 2) Does the proposed course replicate material offered in other courses at WKU? If so, explain how the proposed course is different. Multiple revisions to a course proposals shall include a statement of rationale explaining the reasons for making multiple revisions to the course.

Motion 2: The above information requirements for these proposals will not be implemented until at least November of this year [2014].

*Siegrist relayed that the two questions above cannot be added to the course inventory form; Siegrist addressed current confusion in the process and distributed course proposal forms for consideration; Vaughan questioned making another change rather than going back to original proposals; Siegrist clarified that the process will not change next year but that the proposal forms will be electronic;

*Maxwell/Kerby motion to approve the distributed forms to replace the course inventory form and a syllabus for course proposals; Passed.

*Maxwell stated that the new CPE program proposal is cumbersome; Fox stated that programs have to complete anyway; B. Plummer commented that Graduate Council may only need a summary of the complete proposal; Siegrist will compare the two proposal forms and report next month.

*Vaughan questioned if Graduate Catalog is available; Fox still editing and will be out some time next week; Hahn added need for catalog.

V. New Business

a. Curriculum Proposals

College of Education & Behavioral Sciences	
Consent	Delete Course PSY 410G Psychology of Learning Contact: Steve Wininger, steven.wininger@wku.edu – 5-4421 *Reed/Colman motion to bundle & approve; PSY 541 removed from Consent by Fox; passed

Consent	Revise Course Prerequisites/Corequisites PSY 562 Practicum in Psychological Assessment Contact: Carl Myers, carl.myers@wku.edu – 5-4410
Consent Action	Revise Course Catalog Listing PSY 541 Professional Issues and Ethics in Psychology Contact: Carl Myers, carl.myers@wku.edu – 5-4410 *Fox questioned what is different on this proposal; Myers elaborated; Hahn questioned broad description may be confusing since also offered by PSYS, request to add school psychology to course description; Myers preference to leave description as proposed; Coleman/Pereira; 1 Nay; Passed
Consent	Revise Course Catalog Listing PSY 592 Psychology Internship Contact: Carl Myers, carl.myers@wku.edu – 5-4410
Action	Multiple Revisions to a Course PSY 560 Assessment of Cognitive and Intellectual Functioning Sally Kuhlenschmidt, sally.kuhlenschmidt@wku.edu – 5-2114 *Kerby/Atkinson motion to approve; Hahn questioned what changed except description; Myers course title changed; Hahn questioned description on syllabus; Myers corequisite is PSY 562; passed
College of Health & Human Services	
Action	Create a New Course SLP 580 Clinical Observation Contact: Lauren Bland, lauren.bland@wku.edu , 745-8860 *Kerby/Coleman motion to approve; passed
Action	Create a New Certificate Intercollegiate Athletic Administration Contact: Evelyn Oregon, Ph.D., evelyn.oregon@wku.edu , 745-2080 *Passed
Potter College of Arts & Letters	
Action	Create a New Course HIST 612 Seminar in Modern Europe, 1750-Present Contact: Eric Reed, eric.reed@wku.edu , 5-5732 *Atkinson/Kerby motion to approve; Siegrist requested correct syllabus for HIST 612 rather than HIST 606; Reed clarified that this course is in a series of seminars and the syllabus submitted is a template for the series; Plummer HIST 612 is one of a subset of the Modern History series developed from HIST 606; Fox will HIST 606 be deleted; Plummer, yes when the others are established; Fox questioned if other courses will be brought through curriculum approval; Plummer, yes; Fox questioned if these new subset courses being offered along with HIST 606; Plummer, yes; Maxwell questioned that the proposal does not include a syllabus for HIST 612; Reed clarified that this syllabus can be used for HIST 612;

Action	<p>Create a New Course ENG 507 Introduction to Creative Writing Studies Contact: Tom Hunley, tom.hunley@wku.edu, 5-5769</p> <p><i>*Siegrist identified the ENG course proposals do not have objectives; Rob Hale distributed objective and goals information as friendly amendment to course proposals; Kerby/Coleman motion to bundle ENG 507, 512, 515; passed; Maxwell requested dates on the textbooks and full bibliography information; Fox questioned if 515 were paid internships; Hale per Kerby/Coleman motion to approve; passed</i></p>
Action	<p>Create a New Course ENG 512 Reading as a Writer Contact: Tom Hunley, tom.hunley@wku.edu, 5-5769</p>
Action	<p>Create a New Course ENG 515 Internship Contact: Tom Hunley, tom.hunley@wku.edu, 5-5769</p>
Action	<p>Create a New Academic Degree Type Master of Fine Arts Contact: Rob Hale, rob.hale@wku.edu, 5-5776</p> <p><i>*Reed/Kerby motion to approve; Hahn requested explanation of MFA; Hale terminal degree for various arts programs; passed</i></p>
Action	<p>Create New Degree Program Master of Fine Arts in Creative Writing Contact: Rob Hale, rob.hale@wku.edu, 5-5776</p> <p><i>*Reed/Kerby motion to approve; Hahn questioned to Dean Fox, does program cost come out of new Graduate School budgeted money or from existing Grad School funding; Fox it is from existing budget; Fox questioned why would students pursue a PhD is this is the terminal degree: Hunley there are two terminal degrees for this discipline; Fox questioned why using a GAP score; Hale thought using Graduate School template; Fox stated Grad School not using GAP; Fox also questioned GRE scores at 59th percentile; Hale stated aligning with university minimum; Fox specified no Grad School requirement for GRE – it has been deleted; Hale accepted friendly amendment to eliminate the GAP score language; Webb questioned difference between MA and MFA in Creative Writing; Hunley explained MFA more rigorous for terminal degree; Kelly does English dept consider this a terminal degree; Yes; Fox asked proposal demand for degrees specify that it is for MFA degrees; friendly amendment correct curriculum hour total; Hahn questioned GRE</i></p>
Ogden College of Science & Engineering	
Consent	<p>Delete a Course AMS 505 Architectural Design Studio Contact Person: Greg Arbuckle, greg.arbuckle@wku.edu, 52403</p>
Consent	<p>Revise Course Catalog Listing GEOS 510 Geoscience Research Topics Contact Person: David Keeling, david.keeling@wku.edu, 54555</p>

Consent	Revise a Course Catalog Listing GEOS 595 Geoscience Practicum Contact Person: David Keeling, david.keeling@wku.edu, 54555
Action	Create a New Course GEOS 539 Seminar in Atmospheric Modeling Contact Person: Xingang Fan, xingang.fan@wku.edu, 559809 *Representing Dr. Keeling, Dr. Webb distributed course objectives; Kerby/Reed motion to approve; passed
Action	Revise a Program 072 Master of Science in Geoscience Contact Person: David Keeling, david.keeling@wku.edu, 54555 *Webb clarified proposal is to add admission requirements; Fox do they know their requirement is at the 38th percentile; Hahn/Colman motion to approve; Siegrist should something be listed in the “Current” catalog; Webb there are no admission criteria; Siegrist should add language that current admission references university requirements; Webb accepted amendments; passed
University College	
Action	Revise a Course LEAD 440G Leading Teams Contact person: John Baker, john.baker1@wku.edu, 745-5149 *Kerby/Coleman motion to bundle; passed; Colman/Kerby motion to approve; passed; Fox will these 400G courses be deleted; Replaced with 500 number; Fox will the undergraduate and graduate courses co-convene; M. Price depends on need for the courses; passed
Action	Revise a Course LEAD 450G Global Leadership Contact person: John Baker, john.baker1@wku.edu, 745-5149

b. Consideration of Certification-Only Program Proposals

College of Education & Behavioral Sciences	
Action	Create a New Program MSD Certification Contact: Gail Kirby, gail.kirby@wku.edu , 5-3746 *Kerby/Pereira motion to approve; Fox questioned if individuals who do not hold Kentucky teaching certificates eligible for this program; Maxwell yes; Fox questioned in Kentucky; Maxwell assuming yes; Reed confirmed that the proposal specifies the exam is a Kentucky exam; Atkinson commented that the proposal continues to discuss applicants with certification in other states; Fox stated proposal confusing; Maxwell corrected that the program could be from another state; Atkinson could language “for Kentucky” be omitted for clarification; Maxwell will refer question to program; Hahn questioned reference in program to a web link; Maxwell accepted friendly amendment to change web link to general page; Reed update dates of implementation to Spring 2015; Fox questioned if all

Action	Revise a Program 132 Endorsement: Director of Special Education Contact: Gail Kirby, gail.kirby@wku.edu , 5-3746 * Pereira/Colman motion to approve; passed
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VI. Announcements/Adjourn

*Beth Plummer questioned Graduate Student Research Fellowships announced last week and will be considered next week for students who will be admitted next Fall 2015, requested that this be considered by the Graduate Council; Wes Berry agreed that the timeline is detrimental for English students; Biology is using as a recruiting tool now; Plummer mentioned the universal date of April 15th that students may not accept scholarship before; February is late for Biology; Fox clarified that April 15th is the universal deadline for students to accept a scholarship and that the information is in draft; Fox stated very large number of applicants and December 1 would not be the deadline; Plummer clarified that this information was sent to all faculty and all graduate students last Friday; Plummer stated that last year had 75 applications on a short-call, will you run out of money in November; Plummer asked if there will be a rolling admission and how much money is available since we don't award money in History until next year; Fox reiterated that must act quickly or will lose good students; Plummer, Berry and Hahn agreed that this will hurt their programs; Fox offered that second year students could still benefit; Fox stated process will be fair and have an objective review committee in order to attract quality graduate students; Bland stated speech pathology will be focusing on second year students; Hahn would it be appropriate for Graduate Council to review the graduate fellowship process; Fox, yes; Reed agreed that two waves of funding makes sense and discussion from council would be good; Siegrist will put on the agenda for next meeting; Price questioned if the 55 students who did not receive a fellowship came to WKU anyway; Fox not sure; Webb reported that chemistry offered a standard GTA package for those who did not receive a fellowship and this created the strongest academic class ever in chemistry.

*Atkinson motion to adjourn.