



Graduate Council

Agenda—Thursday, November 8, 2018, 3:00 p.m.
Academic Affairs Conference Room WAB 227

1. Call to Order
2. Update regarding Graduate Dean position and search (Provost Ballman)
3. Consideration of October 18, 2018 minutes (Appendix A)
4. Graduate Enrollment Report (Appendix B)
5. Committee Reports
 - a. Executive Committee: No formal report
 - b. Policy Committee: No formal report
 - c. Research Committee: No formal report
 - Note:** Inclusion of carry-forward increases the total graduate student research fund to \$90,000
 - d. Curriculum Committee: Kristie Guffey (Appendix C)
- Tabled until December:** 092 Psychology
- Approved:** 121: School Administration, Rank I, 131: Certification Only, Education Leadership
6. Report from Dean of the Graduate School: Cheryl Davis (October 18, 2018; Appendix D)
7. Public Comments
8. Announcements & Adjourn

APPENDIX A



Graduate Council

Minutes — Thursday, October 18, 2018, 3:00 p.m.
Academic Affairs Conference Room WAB 227

Members Present: Lance Hahn, Leyla Zhuhadar, Alex Lebedinsky, Jacob Applin, Martha Day, Sarah E. Ochs, Skyler Green, Carl Dick, Dominic Lanphier, Diane Marie Lickenbrock, Nicholas Wheeler, Marko Dumancic, Laurie Branstetter, Richard Dressler, Lauren McCoy (for Evie Oregon), Lauren Stevens, Kristie Guffey, Cheryl Davis, Emily Anne Pride

Members Absent: Evelyn Thrasher, Wes Berry, Ann Ferrell, Eleanor Miller,

Guests: Merrall Price, Marguerita DeSander (for Corinne Murphy), Cathleen Webb, Danita Kelley, Colette Chelf, Scott Gordon, Laura Burchfield, Janet Tassell, Rheanna Plemons, Alison Langdon (for Drew McMichael)

1. Call to Order *Carl Dick
2. Consideration of September 13, 2018 minutes
*Dressler/Hahn; approved
3. Graduate Enrollment Report
*Gordon reported that census data will be available Tuesday. Enrollment is down this year due to significant drops in international enrollment.
4. Committee Reports
 - a. Executive Committee
*Carl Dick announced that Kristin Wilson has resigned from her position at WKU. She will teach her classes through June; however, she will no longer be serving on Graduate Council.

*Kristin Wilson's position representing CEBS on the Graduate Council is open. Carl Dick proposes to move Kristie Guffey into Kristen Wilson's spot. Also, Kristin Wilson was the chair of the Policy Committee. Carl Dick has asked Laurie Branstetter to chair the Policy Committee. He is working on finding a third member for the Policy Committee. Hahn/Zuhadar make a motion to move Kristie into Kristen's spot; approved.

b. Policy Committee

*Kirk Atkinson and Dan Clark are working on revising the Senate Charter. Adjustments are being made since we no longer have University College. We will correct Graduate Council Bylaws once those changes are approved.

c. Research Committee

*Lanphier announced the first round of grants has been distributed. They have used \$38,000 from the \$60,000 budget. He recommends students submit their applications as early as possible for the second round. The funds could potentially run out after the second round.

*Hahn mentioned potentially reducing the cap for the second round. *Lanphier will discuss the possibility with the Research Committee.

*Webb recommended strongly suggesting students submit something visual when receiving grants. Videos and pictures can easily be posted to social media. *Carl Dick said it would be a good way to raise the profile of graduate student research.

*Discussion ensued regarding how student research can be used as a recruiting tool.

*Davis mentioned the Graduate School is working to be more active on the social media accounts.

d. Curriculum Committee

*Dressler/Day made a motion to pull TCHL 559 and 560, Act 510, EDAD (all courses) as action items.

*Guffey made a friendly amendment to have TCHL 559, TCHL 560, and ACCT 510 move to summer 2019 implementation. All courses in EDAD need to have minimum grade of B. The friendly amendments were approved.

*The consent items include two program changes; approved.

5. Report from Dean of the Graduate School

*Davis announced the Provost has decided to postpone the Graduate Dean search. The Provost will assess the Dean position in light of the strategic plan. The Provost has asked the search committee to remain as an advisory committee. *Discussion ensued regarding why the Dean search has been postponed.

*Davis reviewed the highlights from the Program Coordinator/Advisor Information Session. *Chelf reiterated that the catalog is going to be a work in progress.

*Davis requested everyone have their program coordinators pay extra attention to the graduate degree reminder emails. *Chelf said to please review graduating student's programs of study before the end of the term.

*The DMF information sessions are coming up this fall.

*The JUMP program meeting is on November 6, 2018. It will be in WAB 227 from 3:00 PM – 4:00 PM.

6. Public Comments

7. Announcements & Adjourn

*Hahn/Guffey; adjourned

Minutes prepared by Ms. Laura Burchfield

APPENDIX B

From Scott Gordon:

Here is the Week 8 graduate enrollment report for Fall 2018. Enrollment is 2424, which is -176 compared to last year.

The enrollment deficit has increased from last week to this week (from -143 to -176) due to the enrollment last year of a group of non-degree students between Weeks 7 and 8. There has not been a corresponding “bump” this year, so while the number of enrolled students stayed flat, it looks worse by comparison this week.

Note that the resident student enrollment has continued to decrease week after week. When looking at enrollment by residency and academic college (chart not shown on this report), there is a difference of -99 students from this year to last year in the College of Education and Behavioral Sciences, possibly due to a reaction from the recent ruling removing the master’s degree requirement for teachers.

Note: this report uses unduplicated headcount, which counts each student only in their primary program/department. This predominantly affects certificate program enrollments, as they tend to be secondary programs. If you need more specific information about duplicated headcount (i.e., students simultaneously enrolled in multiple programs), please let me know.

Overall enrollment:

Current Week Fall Enrollment Compared to Enrollment at Previous Similar Weeks by Selected Category

Wee...	Selected Category	2014	2015	2016	2017	2018	Trend	1 Yr Diff	4 Yr Diff
8	Graduate Student	2,680	2,717	2,662	2,600	2,424		 -176	 -256

8	Sociology	26	22	24	34	21	-13	-5
8	Mathematics	42	36	45	38	29	-9	-13
8	Folk Studies and Anthropology	24	21	17	18	11	-7	-13
8	Psychology	47	54	67	74	67	-7	20
8	Public Health	148	140	144	137	131	-6	-17
8	School of Professional Studies	64	165	270	313	308	-5	244
8	Diversity and Community Studies	37	38	41	29	25	-4	-12
8	Physics and Astronomy	7	9	8	7	4	-3	-3
8	99AR: Exploratory/Undeclared	5	8	2	3	2	-1	-3
8	Chemistry	26	30	28	23	22	-1	-4
8	History	35	23	17	22	21	-1	-14
8	99SC: Exploratory/Undeclared	9	7	8	4	4	0	-5
8	Communication Sciences and Disorders	203	180	173	177	177	0	-26
8	Philosophy and Religion	5	6	3	1	1	0	-4
8	Political Science	44	43	31	22	22	0	-22
8	Agriculture	18	12	27	29	30	1	12
8	Applied Human Sciences	14	12	17	27	28	1	14
8	English	27	27	32	31	32	1	5
8	Geography and Geology	28	27	27	24	25	1	-3
8	Music	17	21	23	15	17	2	0
8	Social Work	113	112	108	99	101	2	-12

8	Economics	17	26	21	12	15	3	-2
8	Physical Therapy	60	90	91	87	90	3	30
8	Psychological Sciences	38	29	23	22	25	3	-13
8	Communication	24	23	14	17	22	5	-2
8	GRAD	23	18	20	15	20	5	-3
8	Counseling and Student Affairs	131	111	96	97	105	8	-26
8	School of Nursing	220	198	163	155	163	8	-57
8	99BU: Exploratory/Undeclared	116	118	114	95	105	10	-11
8	Biology	43	32	32	35	46	11	3
8	Accounting	11	6	7	7	20	13	9
		2,680	2,717	2,662	2,600	2,424	-176	-256

By primary academic program (sorted by one amount of increase in one year, smallest to largest):

W ee k #	Selected Category	201 4	201 5	201 6	201 7	201 8	1 Yr Dif f	4 Yr Dif f
8	Advanced Worksite Health Promotion, CER (#0465)~		1	1	1			
8	Art Education for Teacher Leaders, MAE (#0443)~	6	2	1				
8	Biology, CER (#0493)					3		
8	Brewing and Distilling Arts & Sciences, CER (#0486)				1			
8	Career Counseling, CER (#0440)~	5						

8	Communicating in Healthcare, CER (#0475)					1		
8	Communication Disorders, MS (#114)~	131	40	4	1			
8	Communication Disorders, R1 (#164)~	4	4	7				
8	Communication, MA (#109)~	2						
8	Community College Faculty Preparation, CER (#162)		2		2			
8	Economic Data Analytics, CER (#0491)				1			
8	Education/UL, CD (#142)	1						
8	Elementary Education Teacher Leader, R2 (#0430)	1						
8	Elementary Education, EDS (#118)~			1	1			
8	Elementary Math Specialization, P-5, CER (#0485)				2			
8	Exceptional Education - LBD, MAE (#0424)~		1	1				
8	Geographic Information Science, CER (#203)					1		
8	Geography Education for Teacher Leaders, MAE (#0444)			1				
8	Historic Preservation, CER (#0423)	1	1		1			
8	International Student Services, CER (#0415)	6	6	1	1			
8	Leadership Dynamics, MA (#0422)~	1	1					
8	Leadership Studies, CER (#163)~	4		1				
8	Leadership Studies, MA (#0464)~	20	4	1				
8	Lean Sigma, CER (#0452)	4	2	3		5		1
8	Libraries, Informatics, and Technology in Education, MS (#0497)					29		

8	Library Media Education, R1 (#0429)	3	3	1	1			
8	Literacy in Post-secondary Settings, CER (#0462)	3	3			2		-1
8	MSD Certification, C (#0477)~		2					
8	Non-Degree University College, ND (#0006)~	12	14	12	10			
8	Nurse Administrator (Post MSN), CER (#0420)~		1					
8	Nursing Education (Post MSN), CER (#172)~	2	1	1				
8	Organizational Communication, CER (#175)~	2						
8	Secondary Education Teacher Leader, R2 (#0432)	1				1		0
8	Secondary Education, EDS (#119)~	1						
8	Secondary Education, MAE (#103)~	1						
8	Special Education, LBD, MAE (#0437)~	15	7					
8	Teaching English to Speakers of Other Languages, CER (#0416)	3	3	2		2		-1
8	Technology Management, MS (#045)~	3	1	1	1			
8	Library Media Education, MS (#083)~	61	73	78	67	31	-36	-30
8	Non-Degree Health and Human Services, ND (#0003)	34	26	24	72	39	-33	5
8	Recreation and Sport Administration, MS (#095)	237	230	217	173	144	-29	-93
8	Computer Science, MS (#117)	30	54	51	39	14	-25	-16
8	Educational Leadership, C (#131)	54	79	66	66	43	-23	-11
8	Elementary Education for Teacher Leaders, MAE (#0433)	60	70	46	38	24	-14	-36
8	Engineering Technology Management, MS (#0447)	50	71	55	28	15	-13	-35

8	Educational Leadership, EDD (#0010)	120	122	109	106	94	-12	-26
8	Middle Grades Education for Teacher Leaders, MAE (#0434)	19	21	29	21	10	-11	-9
8	Secondary Education for Teacher Leaders, MAE (#0435)	41	27	22	28	17	-11	-24
8	Non-Degree Education, ND (#0005)	16	17	9	14	4	-10	-12
8	Criminology, MA (#0421)	17	15	18	22	13	-9	-4
8	Mathematics, MA (#049)	33	26	30	26	17	-9	-16
8	Special Education for Teacher Leaders: Learning and Behavioral Disorders, MAE (#0457)	24	20	21	44	35	-9	11
8	Gender and Women's Studies, CER (#1712)	6	10	14	9	2	-7	-4
8	Gifted Education and Talent Development, MAE (#0482)		4	22	22	15	-7	
8	Folk Studies, MA (#069)	23	20	17	17	11	-6	-12
8	Organizational Leadership, MA (#0467)	32	152	251	309	303	-6	27 1
8	Family Nurse Practitioner (Post MSN), CER (#0449)	3	7	10	13	8	-5	5
8	Student Affairs in Higher Education, MAE (#145)	46	43	34	34	29	-5	-17
8	Applied Psychology, PSYD (#0476)		12	19	28	24	-4	
8	Educational Technology, CER (#167)	5	1		5	1	-4	-4
8	Intercollegiate Athletic Administration, CER (#0481)		5		5	1	-4	
8	Psychology, MA (#092)	24	20	23	22	18	-4	-6
8	Sociology, MA (#105)	9	7	6	12	8	-4	-1

8	Career Services, CER (#0468)	5	6	1	4	1	-3	-4
8	Environmental and Occupational Health Science, MS (#0473)		16	19	16	13	-3	
8	Homeland Security Sciences, MS (#0413)	7	9	8	7	4	-3	-3
8	Adult Education, MAE (#047)	42	26	15	17	15	-2	-27
8	Aging Studies, CER (#0419)	4	4	2	3	1	-2	-3
8	Elementary Education, R1 (#084)	4	2	4	4	2	-2	-2
8	English, MA (#067)	24	18	17	18	16	-2	-8
8	Facility and Event Management, CER (#0455)	1	1	6	5	3	-2	2
8	Health Administration, MHA (#153)	75	69	70	54	52	-2	-23
8	Non-Degree Business, ND (#0001)	5	2	2	4	2	-2	-3
8	Nonprofit Administration, CER (#0463)	12	10	7	4	2	-2	-10
8	Special Education Initial Certification: Learning and Behavioral Disorders, MAT (#0456)	15	12	11	7	5	-2	-10
8	Autism Spectrum Disorders, CER (#0441)	4	2	2	2	1	-1	-3
8	Chemistry, MS (#059)	26	30	28	23	22	-1	-4
8	College and Career Readiness, CER (#1737)				4	3	-1	
8	Communicating in Organizations, CER (#0471)		3	1	4	3	-1	
8	Education and Behavioral Science Studies, MAE (#042)	6	1	8	6	5	-1	-1
8	Environmental Health and Safety, CER (#0427)	3	3	2	2	1	-1	-2
8	Gifted Education and Talent Development, EDS (#0490)				4	3	-1	
8	History, MA (#078)	35	23	17	22	21	-1	-14

8	Instructional Design, MS (#0428)	18	21	19	8	7	-1	-11
8	Non-Degree Arts and Letters, ND (#0002)	5	8	2	3	2	-1	-3
8	Nursing, MSN (#149)	156	119	71	50	49	-1	-107
8	Adult Education, CER (#0450)	2		6	5	5	0	3
8	Business Sustainability, CER (#0474)			1	1	1	0	
8	Dietetic Practice, CER (#0451)	10	8	10	10	10	0	0
8	Geoscience, MS (#072)	28	27	26	24	24	0	-4
8	Interdisciplinary Early Childhood Education, Birth to Primary, for Teacher Leaders, MAE (#0461)	5	4	5	4	4	0	-1
8	Mathematics, MS (#085)	9	10	15	12	12	0	3
8	Measurement, Evaluation and Research, CER (#0488)				1	1	0	
8	Middle Grades Education for Initial Certification, MAT (#0458)	2	3	2	1	1	0	-1
8	Public Administration, MPA (#051)	44	43	31	22	22	0	-22
8	Religious Studies, MA (#0446)~	5	6	3	1	1	0	-4
8	School Administration, EDS (#098)	3	5	4	1	1	0	-2
8	School Counseling, MAE (#046)	20	13	13	16	16	0	-4
8	Secondary Education, R1 (#124)	3	3	2	2	2	0	-1
8	Special Education: Moderate and Severe Disabilities, MAE (#0438)	27	14	7	9	9	0	-18
8	Standard Guidance - Rank 1, R1 (#048)	5	2	2	1	1	0	-4

8	Agriculture, MS (#052)	18	12	27	29	30	1	12
8	Biology for Teacher Leaders, MAE (#0442)	1	2	2	1	2	1	1
8	Creative Writing, MFA (#0478)		6	13	13	14	1	
8	Non-Degree Science, ND (#0004)	9	7	8	3	4	1	-5
8	Organizational Leadership, CER (#1723)	7	8	17	4	5	1	-2
8	Public Health, MPH (#152)	70	51	52	64	65	1	-5
8	School Psychology, EDS (#147)	23	22	25	24	25	1	2
8	Speech-Language Pathology, MS (#0466)	68	136	162	176	177	1	10 9
8	Director of Special Education, R1 (#0426)	7	1		2	4	2	-3
8	Instructional Design, CER (#0418)	8	9	9	2	4	2	-4
8	Music, MM (#0453)	17	21	23	15	17	2	0
8	Secondary Education for Initial Certification, MAT (#0495)	16	16	14	16	18	2	2
8	Social Work, MSW (#157)	113	112	108	99	101	2	-12
8	Child and Family Studies, MS (#0489)			5	14	17	3	
8	Physical Therapy, DPT (#0013)	60	90	91	87	90	3	30
8	Psychology, MS (#0469)	38	29	23	22	25	3	-13
8	Social Responsibility and Sustainable Communities, MA (#0448)	31	28	27	20	23	3	-8
8	Applied Economics, MA (#0410)	17	26	21	11	15	4	-2
8	Interdisciplinary Early Childhood Education, Birth to Primary, Initial Certification, MAT (#0460)	11	6	6	10	15	5	4
8	Not Pursuing a Degree, ND (#126)	23	18	20	15	20	5	-3

8	Organizational Communication, MA (#0012)	20	20	13	13	18	5	-2
8	School Administration, R1 (#121)	15	29	26	29	34	5	19
8	Business Administration, MBA (#057)	111	116	110	88	94	6	-17
8	Business Core Competencies, CER (#0487)			1	2	8	6	
8	Counseling, C (#159)	12	7	4	2	8	6	-4
8	Kinesiology, MS (#0454)	22	15	18	21	27	6	5
8	Psychiatric Mental Health Nurse Practitioner, CER (#0479)		5	9	11	17	6	
8	Biology, MS (#056)	42	30	30	34	41	7	-1
8	Teacher Education, C (#132)	16	20	16	15	22	7	6
8	Nursing Practice, DNP (#0011)	59	65	72	81	89	8	30
8	Literacy Education, MAE (#044)	17	16	13	11	21	10	4
8	Counseling, MAE (#043)	32	34	41	35	47	12	15
8	Accountancy, MACC (#0445)	11	6	7	7	20	13	9
		2,680	2,717	2,662	2,600	2,424	-176	-256

Note: programs followed by a tilde (~) are no longer active.

APPENDIX C

Graduate Council Curriculum Committee

Minutes – November 1, 2018

Minutes: October 4, 2018 – voted on Oct 10th over email

1st/2nd – Ferrell/Dressler **Vote:** Approved

Voting Members: Kristie Guffey, Martha Day, Ann Ferrell, Evelyn Thrasher

Guest: Merrall Price, Cate Webb, Gary Houchens, Rheanna Plemons

Graduate Curriculum Committee (3)				
Code	Title	Status	Initiator	Action Taken / Notes
92	092: Psychology	Edited	sll73851	1st / 2nd: Ferrell / Thrasher Discussion: None Vote: Tabled until December – Voted to postpone
Bundle the next two: Ferrell / Thrasher Discussion: Gary Houchens explained the program and gave background. Day Q – What are the years in between and if they don't complete what happens Day A – They have to retake the Praxis test. Webb – Q - When are these course offered Webb – A – Mostly online Motion to approve: Day / Ferrell				

Vote: Approved

<u>121</u>	<u>121: School Administration, Rank I</u>	Edited	gry63984	
<u>131</u>	<u>131: Certification Only, Education Leadership</u>	Edited	gry63984	

Adjourn at 2:20 pm –

1st / 2nd – Ferrell / Thrasher

Respectfully submitted
GCCC Recorder
Jessica Steenbergen

APPENDIX D



THE GRADUATE SCHOOL

Dean's Report to Graduate Council

Cheryl D. Davis, Interim Dean

October 18, 2018, 3:00 p.m.

Academic Affairs Conference Room WAB 227

An announcement was made informing Council that Provost Ballman has decided to postpone the search for a new Dean of the Graduate School. The Provost would like to complete the Comprehensive Academic Program Evaluation (CAPE) process and assess the future of the Dean's position in light of the new Strategic Plan before initiating a new search. The members of the search committee, chaired by Dr. Cheryl Stevens, have agreed to remain in place to serve as an advisory committee to the Provost during this academic year.

The Graduate School's Program Coordinator/Advisor Information session was held on Tuesday, October 16th. Attendance at the information session was excellent, and appreciation was expressed for the Graduate School staff members who organized and/or presented at the session.

Highlights from the information session were summarized for Council.

Council members were urged to visit the Graduate School website and to review the new version of the online Graduate Catalog. Scott Gordon's work on the Graduate School website and Colette Chelf's work on preparing the Graduate Catalog (<http://catalog.wku.edu/>) was gratefully acknowledged.

An announcement was made informing Council that Scott Gordon and Colette Chelf would be participating in a four day training session at the end of November for the new Technolutions SLATE program. The Graduate School will be placing priority on implementation of the admissions-related capabilities of the program.

Graduate Council representatives were encouraged to ask graduate program coordinators and graduate advisors to pay close attention to the graduate degree reminder emails. Delays in updating IP grades and reporting successful completion of Capstone Exam/Thesis Defense can lead to delays in students' graduation dates.

Council members were reminded about upcoming information sessions for the Distinguished Minority Fellowship program.

A JUMP program information meeting was announced for November 6, 2018. It will be held in WAB 227 from 3:00 to 4:00PM.