

## GRADUATE COUNCIL MINUTES

Wednesday, February 8, 2012

**Present:** Becky Casey, Jonathan Dresner, Shirley Drew, Jennifer Harris for Cheryl Giefer, Richard Herling, Ananda Jayawardhana, Rusty Jones, Chuck Killingsworth, David Kuehn, Erik Mayer, Paul McCallum, James Oliver, Brenda Roberts, Brian Sandford, Janis Schiefelbein, William Shirley, Jay Van Wyk, Don Ward, Ray Willard

The minutes of the Wednesday, December 7, 2011 meeting were approved with no corrections.

**Dr. Kuehn moved for approval, Dr. Jayawardhana seconded and the motion carried.**

Discussion on Dean of CGS position – Dr. Olson, Provost & VP for Academic Affairs  
Dr. Kunkel, Dean of Arts & Sciences  
Chair of Search Committee

Dr. Olson was present to discuss this position opening. She explained it will be a national search and the position title is being changed to the Dean of Graduate and Continuing Studies to reflect the importance of the graduate school. The unit name will be officially changed with the fiscal year. She asked the Council to offer input, support and cooperation throughout the search process. Dr. Kunkel reiterated that importance is being placed on experience in graduate programs and research, with a working knowledge of continuing education.

The following were submitted for Graduate Faculty Recommendation(s):

Carol Werhan	Family and Consumer Sciences
James Clanton	Music

The following were submitted for Graduate Service Recommendation(s):

**New Appointments:**

Natalie R. Stipanovic	Psychology and Counseling 12/SP PSYCH 845: Practice in Family Counseling
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**Dr. Killingsworth moved to make Faculty and Service Recommendations a unit and for approval, Dr. Kuehn seconded and the motion carried.**

Curricular Matters:

**College of Arts and Sciences**

Physics

Request for Creation of Course  
PHYS 702: Advanced Computational Physics

**Dr. Dresner moved for approval, Dr. Jayawardhana seconded and the motion carried.**

**College of Education**

Psychology and Counseling

Request for Creation of Course  
PSYCH 839: Group Interventions

Request for Revision of Course  
PSYCH 727: Pharmacology and Substance Abuse (credit hours)  
PSYCH 749: Crisis Management and Treatment (course description)  
PSYCH 774: Family and Addictions (credit hours)

Request for Deletion of Course  
PSYCH 712: Medical Risk Issues in Substance Abuse

Request for Degree Changes – M.S. Clinical Psychology

- Courses to be added to candidacy  
PSYCH 839: Group Interventions
- Courses to be deleted from candidacy  
PSYCH 816: Group Dynamics

Dr. Ward explained these requests are to meet changes in accreditation standards.

**Dr. Willard moved for approval, Dr. Jayawardhana seconded and the motion carried.**

Teaching and Leadership

Request to Change from Department to Program Course IDs

**Dr. Roberts moved for approval, Dr. Dresner seconded and the motion carried.**

## Old Business:

### Amendment to Graduate Council Bylaws (representation) – Dr. Jayawardhana

Dr. Jayawardhana explained the amendment proposals. The objective of the first part is to establish shared governance for faculty by eliminating chairs and those on administrative appointments from serving on the Council. It was determined that it's difficult to define 50% teaching.

### **Dr. Kuehn moved to table part 1, Dr. Dresner seconded and the motion carried.**

The second part would limit the number of terms/years an individual can represent a department. Dr. Celia Patterson, Chair of the English Department, was present to express her department is unanimously against this change to the bylaws. While it may work for some departments, other departments prefer their graduate advisor to serve on the Council. Dr. Schiefelbein suggested they encourage departments to vote on representatives each year, but should not require it through policy.

### **Dr. Kuehn moved for approval of part 2, Dr. Jones seconded. The motion failed with 1 yeh and 16 nehs. Drs. Killingsworth and Mayer abstained.**

Part three is to delete this portion if an executive committee is not being utilized. Dr. Snyder explained it was originally established because no one wanted to serve as secretary at the time but that there has not been a use for it in years. This item will be re-opened after a new Dean has been hired.

### **Dr. Jones moved to table part 3 until the new Dean has been hired, Dr. Dresner seconded and the motion carried.**

### Report on Electronic Thesis Committee – Dr. Dresner

Dr. Dresner reported this committee will hold its first meeting this Friday. He will report back to the Council each month on its progress.

## New Business:

### Completing a second emphasis – Dr. Snyder

Dr. Snyder explained the request for a second emphasis within the same major program occasionally comes up and there is currently no distinct policy to address it. She explained that current emphasis areas require anywhere between six and fifteen hours to complete. There was discussion of setting a minimum hour requirement or allowing current emphasis requirements to be the only guideline. Becky Casey and Dr. Van Wyk will draft a proposal for review for the March Council meeting.

Syllabus Supplement – Dr. Snyder

Found at the Registrar's website under Forms,  
then Syllabus Supplement Spring 2012  
<http://www.pittstate.edu/dotAsset/c76cfbbd-c6ad-4bcf-b89f-60d322b880f6.pdf>

Dr. Snyder explained this supplement has been endorsed by the Faculty Senate. The purpose of the supplement is to include general syllabi items so they don't have to be covered on instructor syllabi for every course. Instructors are asked to include the supplement website in their syllabus and eventually on Canvas.

**Dr. Willard moved to endorse, Dr. Herling seconded and the motion carried.  
Dr. Dresner abstained.**

Amendment to Graduate Council Bylaws (approval of graduates) – Dr. Snyder

Dr. Snyder explained this proposal. Since generally no graduate faculty attend the May and December meetings to approve graduates and the Council members are representative of the graduate faculty, the bylaws have been amended to show that graduates need only be approved by the Graduate Council each semester, instead of also requiring approval from the graduate faculty.

**Dr. Dresner moved for approval, Dr. Kuehn seconded and the motion carried.**

The March meeting date will be Wednesday, March 14, 2012.  
The meeting will be held in the Balkans Room of the Overman Student Center.