

## GRADUATE COUNCIL MINUTES

November 9, 2016

**In Attendance:** Donald Baack, Derek Crawford, Jonathan Dresner, Kevin Elliott, Carolyn Fehrenbach, Tim Flood, Kristi Frisbee, Ronny Galloway, Michelle Hudiburg, David Hurley, Karen Johnson, Pawan Kahol, David Kuehn, Jeanea Lambeth, Paul McCallum, Robert Morton, Herman Nonnenmacher, Brenda Roberts, MeLisa Rogers, Cole Shewmake, William Shirley, Brian Sims, Jay Van Wyk

Trent Kling filled in for Joey Pogue

**Guest:** Eli Aba, Scott Norman

**Absent:** Harriet Bachner, Kailash Chandra, Chris Christman, Bruce Warner

### **Business:**

Dr. Howard Smith provided an overview of the EMSS Initiatives

The minutes of the October 2016 meeting were approved with no corrections.

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

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

Lauren Balasco	History, Philosophy and Social Sciences
Christopher Childers	History, Philosophy and Social Sciences
Kayce Mobley	History, Philosophy and Social Sciences
Gary Wilson	History, Philosophy and Social Sciences

**Dr. Dresner moved for approval of the group of graduate faculty recommendations, Dr. Flood seconded and the motion carried.**

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

### **New Appointments:**

Jim Hattabaugh	Teaching and Leadership 17/SP LDSP 809 Legal Foundations of Public Education
Alicia Miguel	Teaching and Leadership 17/SP TCHL 878 Assessment for Effective Teaching
Maritza Paul-Newby	Teaching and Leadership 17/SP TCHL 839 Techniques for Teaching Secondary

Tatiana Goris

Technology and Workforce Learning  
17/SP  
GRT 750 Technology and Society  
GRT 891 Research Methods in Technology

**Dr. Roberts moved for approval of all the new graduate service recommendations, Dr. Lambeth seconded and the motion carried.**

**Renewal:**

Judy Smetana

Technology and Workforce Learning  
HRD 845 Designing HRD Interventions

Patrick Foyet

Engineering Technology  
MECET 861 Mechanics of Composites  
and Structures

**Dr. Flood moved for approval of all the renewal graduate service recommendations, Dr. Roger seconded and the motion carried.**

Curricular Matters:

**College of Arts and Sciences**

English and Modern Languages

Request for Creation of Course: 750 Topics in Spanish

Request for Creation of Course: 720 Topics in French

**Dr. McCallum explained that both of these courses were previously deleted, but that teachers were now needing these courses for accreditation so they are requesting to have them created again.**

**Dr. Flood asked if the department had Graduate Faculty to teach these courses and Dr. McCallum stated that they do have Graduate Faculty to teach the courses.**

**Dr. Frisbee moved to approve the creation of both courses, Dr. Kuehn seconded and the motion carried.**

**College of Technology**

Automotive Technology

Request for Creation of Course: AT 722 Alternate Fuels in Transportation

**Mr. Norman explained that the department is requesting to create this course because they are trying to expand the MS Technology (Automotive Technology) online program.**

**Dr. Flood asked if there is Graduate Faculty to teach this course and Mr. Norman stated that they do have Graduate Faculty to teach this course.**

**Dr. Lambeth moved for approval, Dr. Hurley seconded and the motion carried.**

Technology and Workforce Learning

Request for Creation of Course: GRT 895 MST Graduate Review and Assessment

Request for Creation of Course: GRT 897 MST Graduate Assessment Project

Request for Degree Changes: Number of Hours Required  
Courses to be added to candidacy

**Dr. Aba explained that the department is requesting to create these courses for students to take before they take their comprehensive exams because sometimes students don't take the comprehensive exams seriously and also to assist with OPT immigration issues.**

**Dr. Elliott moved for approval, Dr. Rogers seconded and the motion carried.**

New Business:

DNP Scholarly Project Manual

**Dr. Kahol explained that instead of a thesis, DNP students do a project that is like a thesis.**

**Dr. Frisbee explained there is a DNP Scholarly Project Guide with details of the DNP Scholarly Project. However, to avoid confusion, instead of referring DNP students to the thesis manual for formatting guidelines they wanted to create a DNP Scholarly Project Manual for the formatting guidelines. They edited the thesis manual, by changing out the word thesis with DNP Scholarly Project throughout the document, included information about only the APA manual and included a sample DNP Scholarly Project outline.**

**Dr. Hudiburg asked if the students would be required to print and have copies of the project bound. Dr. Frisbee stated that the students would be required to have five copies bound and to submit an electronic copy. It was noted that some revision to the wording in the document is needed.**

**Dr. Elliot moved for approval with the revision changes that were mentioned, Dr. Flood seconded and the motion carried.**

Academic Misconduct Policy

**Dr. Lambeth moved for approval, Dr. Rogers seconded.**

**There was discussion regarding the policy, Dr. Sims and Dr. Flood had some concerns about some of the wording in the policy. Dr. Kahol suggested that a committee work together to make revisions to the proposed policy. Dr. Sims, Dr. Flood, Dr. Hudiburg and**

**Dr. Nonnenmacher agreed to meet as a committee to revise the policy. They will bring a revised policy to the next meeting.**

**Dr Flood moved for approval to refer the policy to the committee, Dr. Nonnenmacher seconded and the motion carried.**

Revision of Graduate Council Constitution and By-laws: Graduate Service  
Research Faculty

<http://www.pittstate.edu/dotAsset/b93aeb79-4c92-47be-85fc-4ae7bbb25bf9.pdf>

**Dr. Kahol explained that Graduate Service Research Faculty can only serve on thesis committees. Dr. Roberts asked if the academic credentials would need to be the same as Graduate Faculty credentials. Dr. Kahol said the credentials would need to be the same. Dr. Shirley asked if these individuals would be voting committee members and if this person could replace the outside thesis committee member. Dr. Kahol said that this individual would be a voting member but would not replace the outside committee member. Dr. Kahol said that this committee member would need to be a fourth committee member. Dr. Nonnenmacher suggested that additional language should be added to clarify these issues. Dr. Kahol agreed to revise and bring clearer language to the next meeting.**

**Dr. Dresner moved to table this item to the next meeting, Dr. Lambeth seconded and the motion carried.**

Adjourn

**Dr. Dresner moved to adjourn, Dr. Nonnenmacher seconded and the motion carried.**

The next meeting date will be Wednesday, December 7, 2016. The meeting will be held in the Governors Room of the Overman Student Center.