Graduate Council

Minutes—November 10, 2016
Academic Affairs Conference Room WAB 239

Members Present: Leyla Zhuhadar, Kirk Atkinson, Steve Wells, Kyle Wellendorff, Carl Myers, Kristin Wilson, Marge Maxwell, Chris Groves, Carl Dick, Lance Hahn, Carla Beu, Dorthea Browder (for Eric Reed), Wes Berry, Shannon Vaughan, Haley Miller (for Gavin Kirkwood), Eve Main, Laurie Branstetter, Amy Cappiccie, Mary Sanders, Andrew Rosa, Ron Mitchell, Kamla Jones, Eric Reed (ex-officio).

Members Absent: Brittany McNear, Molly Kerby, Abhishek Bose.

Guests: Cathleen Webb, Danita Kelley, Sylvia Gaiko, Colette Chelf, Laura Upchurch, Julie Harris, Ryan Hall, Nick Haught, Bob Hatfield, Scott Gordon, Tiffany Robinson.

1. Call to Order

2. Consideration of October 13, 2016 minutes
   *Hahn/Main, motion to approve; passed

3. Committee Reports

   a. Policy Committee
      i. Conditional Admission (draft policy included as Attachment 1)
         *Hahn/Groves, motion to approve; Dr. Sam Evans commented on policy;
         *Wilson/Dick, motion to amend policy to omit the last line; passed;
         *Atkinson/Hahn, motion to add amendment that conditionally admitted students who do not obtain a 3.0 in first 12 hours of graduate coursework will be dismissed; Chelf clarified that conditionally admitted students are subject to university academic standing policy; motion failed (unanimous);
         *Maxwell/Cappiccie, motion to refer Alternate Admission policy to policy committee for consideration; passed;
         *Vaughan requested policy proposal be updated to proper format (to include policy name, proponent, rational, impact, implementation date, and approvals) prior to submission to Senate;
         *Paper ballot (19 Yes, 3 No); passed.

      ii. IP Grading (draft policy included as Attachment 2)
          *Hahn/Main, motion to approve; Wilson explained that this policy revision will require an update to the Faculty Handbook through the Senate Faculty Handbook committee; implementation date determined to be Fall

2017;
*Paper ballot (22 Yes, 0 No); passed.

    b. Curriculum Committee (report Included as Attachment 3)
*Atkinson moved EDLD 797, CD 486G, SLP 550, 069, 0466, 047, and new program Executive Leadership Coaching certificate to action agenda;
*Atkinson/Hahn, motion to approve consent agenda; passed;
*Atkinson/Maxwell, motion to approve SLP 550; friendly amendment to move abbreviated title update from 2.8 to 2.2 on the proposal form; passed;
*Atkinson/Maxell, motion to approve EDLD 797; friendly amendment to update implementation date to summer 2017; passed;
*Atkinson/Cappiccie, motion to approve CD 486G; discussion that course is required in IECE Rank I (156) and cannot be deleted until the program is updated; Hahn/Wilson, motion to table indefinitely; passed;
 *Atkinson/Cappiccie, motion to approve program revision to MA Folk Studies (069); Williams (proponent) agreed to friendly amendment to update Historic Preservation track (Plan C) non-thesis hours from 15 hours to 12 hours to include either FLK 589 (1 hr) or FLK 588 (1 hr) and 11 elective hours for a total of a 36 hour program; passed;
*Atkinson/Hahn, motion to approve program revision to MS Speech-Language Pathology; friendly amendment to update admission language (third bullet) to say, "a baccalaureate degree from a regionally accredited institution in the profession OR outside of the profession and the following courses:..."; passed;
*Atkinson/Hahn, motion to approve program revision to MAE Adult Education (047); discussion of revised proposal and inclusion of admission criteria below university minimum of 2.75 GPA; Atkinson/Hahn, motion to refer back to curriculum committee; passed;
*Atkinson/Hahn, motion to approve new certificate program Executive Leadership Coaching; Atkinson relayed discussion with Norman (proponent) and updates that program would be housed in department of Education, Administration, Leadership, and Research, Dr. Margie DeSander will be program coordinator; discussion that curriculum does not include 50% common content and no EALR departmental approval; motion failed (unanimous).

    c. Student Research Grants Committee
*Hahn/Groves, motion to approve; report was distributed to members via email (attached hereto); passed.

4. Report from Dean of the Graduate School
    a. Graduate Faculty (Report Included as Attachment 4)
*Hahn/Wilson, motion to approve; passed.

    b. Pathways Programs Proposal (Documents Included as Attachment 5)
*Wilson/Groves, motion to approve Pathways Resolution; passed.
*Atkinson/Main, motion to approve Pathways proposal form as draft document; passed.
*Wilson/Hahn, motion to move Pathways policy to policy committee; passed.

5. Public Comments
6. Announcements & Adjourn
*Atkinson, motion to adjourn.

Attachment 1

I. Current Policy on Conditional Admission

Students who are conditionally admitted must successfully complete the conditions as prescribed. Students who do not meet conditions of admission will be dismissed from the program and the Graduate School.

II. Proposed Draft Policy on Conditional Admission

If a student does not meet all university and program admission requirements, and if the academic program's review of the student's record indicates the likelihood of success, the student may be granted conditional admission by the Dean of the Graduate School upon the recommendation of the program.

The conditions of admission will be specified in the admission notification. All conditions of admission must be fulfilled upon the completion of twelve hours of coursework. Programs are responsible for monitoring the progress of students admitted conditionally and will notify the Graduate School when conditions have been met. Students who do not meet conditions of admission upon earning twelve hours will be dismissed. The Graduate School will not consider appeals of dismissal due to failed conditions of admission; students will be required to reapply.

Date:

Department:

Contact Person: Name, email, Phone

1. **Policy Name:** IP Grading

2. **Description:**
   2.1   New (or existing):

   <u>Current policy wording (in Grading section of catalog):</u>   In Progress. The IP designation is restricted to specific courses designed to span more than one term. Unless approved otherwise, an IP designation unresolved at the end of one year after its assignment will be converted to an F.

   2.2   Revised (if applicable):

   <u>Proposed policy wording</u>: In Progress. The IP designation is restricted to specific courses designed to span more than one term. Unless approved otherwise, an IP designation unresolved at the end of **three** years after its assignment will be converted to an F.

3. **Rationale for proposed policy:**

   Students enroll in thesis credits, but no grade is assigned until the thesis is completed: A thesis is not completed in discrete units that can be graded independently. If a student enrolls in thesis credits early in their program of student, one year is an insufficient length of time to provide a grade for the thesis.

4. **Impact on existing academic or non-academic policies:**
   4.1   Impact on policies:
   4.2   Impact on populations that may be affected:

5. **Term of implementation:**

6. **Dates of committee approvals:**

   Graduate Council Policy Committee (if applicable)   _____

   Graduate Council   _____

   University Senate   _____

Graduate Council Program and Curriculum Committee (GCC)

Report to the Graduate Council   Date: October 31, 2016
From: Kirk Atkinson, Chair

Consent Agenda Report. The GCC submits the following consent items from its October 31, 2016 meeting for approval by the Graduate Council.

1. Create a New Course
    LEAD 530: Organizational Change
            Ron Mitchell, ron.mitchell@wku.edu, 270-780-2535
    LEAD 565: Leadership Coaching within Organizations
            Kristie B. Guffey, Kristie.guffey@wku.edu, 5-3966
    SLP 567:   School Based Speech-Language Pathology
            Lauren E. Bland, lauren.bland@wku.edu, 745-8860
    DPT 749:   Neurological Assessment
            Sonia Young, sonia.young@wku.edu; 270-745-3233
    DPT 761:   Physical Therapy Management and Administration I
            Sonia Young, sonia.young@wku.edu; 270-745-3233

2. Revise Course
    LEAD 600: Capstone in Leadership Experience
            Ron Mitchell, ron.mitchell@wku.edu, 270-780-2535
    SLP 550:   Speech-Language Pathology and Counseling: Strategies for Clinical Practice
            Lauren E. Bland, lauren.bland@wku.edu, 745-8860
    DPT 745:   Wound Care
            Sonia Young, sonia.young@wku.edu; 270-745-3233
    DPT 762:   Physical Therapy Management and Administration
            Sonia Young, sonia.young@wku.edu; 270-745-3233
    DPT 775:   Differential Diagnosis
            Sonia Young, sonia.young@wku.edu; 270-745-3233
    EDLD 797: Dissertation Seminar
            Tony Norman,tony.norman@wku.edu, (270) 745-3062
    BIOL 522: Systematics and Evolution
            Scott Grubbs, scott.grubbs@wku.edu, 5-5048

3. Delete Course
    CD 486G: Language Disorders
            Lauren E. Bland, lauren.bland@wku.edu, 745-8860
    CD 489G: Communication Disorders in Aging
            Lauren E. Bland, lauren.bland@wku.edu, 745-8860
    DPT 714:   Fundamentals of Therapeutic Exercise
            Sonia Young, sonia.young@wku.edu; 270-745-3233

4. Revise Program

069:    MA in Folk Studies
        Michael Ann Williams, michael.williams@wku.edu, 5-5898
0013:   Physical Therapy, Doctor of Physical Therapy
        Sonia Young, sonia.young@wku.edu; 270-745-3233
0466:   Speech-Language Pathology Master of Science
        Contact: Lauren E. Bland, lauren.bland@wku.edu, 745-8860
047:    Adult Education
        Jim Berger, jim.berger@wku.edu, (270) 745-3892

5   New Certificate Program
     Executive Leadership Coaching
     Tony Norman, tony.norman@wku.edu, (270) 745-3062

Information **Agenda Report**. The GCC submits the following items from its October 31, 2016 meeting as information only to the Graduate Council.

1. SLP 575, Temporary Course, The Speech Language Pathologist's Role in Literacy Practice
2. SLP 560, Temporary Course, Medical Speech Language Pathology

GCC Members Present: (shaded in yellow not present)

 - Dr. Kirk Atkinson, Chair (GFCB)   - Email: kirk.atkinson@wku.edu

 - Dr. Marge Maxwell, (CEBS)   - Email: marge.maxwell@wku.edu

 - Dr. Andrew Rosa, (UC) - Email: andrew.rosa@wku.edu

 - Dr. Chris Groves, (OCSE) - Email: chris.groves@wku.edu

 - Dr. Dorothea Browder (PCAL)   - Email: dorothea.browder@wku.edu

 - Dr. Amy Cappiccie, (CHHS)   - Email: amy.cappiccie@wku.edu

Please remind all college representatives to use the provided WORD DOCX format forms on the web site (www.wku.edu/gcc) and not old forms from previous proposals or PDF's.

Attachment 4

GRADUATE FACULTY REPORT – November 2016

Regular

Name	Department
Burch, Barbara	Educational Administration, Leadership & Research

Associate

Name	Department
Dick, Sonya	Doctor of Physical Therapy
Kambesis, Patricia	Department of Geography & Geology

Temporary

Name	Department
Jones, Myra	School of Nursing

Adjunct

Name	Department
Brownson, Steven	School of Teacher Education
Constant, Matthew	School of Teacher Education
Ehresman, Cindy	School of Professional Studies
Ward, Sarah	Communication Sciences & Disorders
Webb, Terri	School of Teacher Education

Attachment 5

WKU Pathways Programs

Application Process

International students who meet all criteria for admission to the Graduate School except the minimum English proficiency requirement may apply for admission to a WKU Pathway Program. Applicants to WKU Pathways Programs must meet one of the following:

> a. official Test of English as a Foreign Language (TOEFL) minimum score of 61 (Internet-based) or 500 (paper-based) taken within the past two years; or

> b. official International English Language Testing System (IELTS) minimum score of 6.0 taken within the past two years.

Students who meet the criteria for admission in good standing to the Graduate School and/or degree program may not be admitted to a WKU Pathway Program.

Admission Decision

The Graduate School will notify applicants of the admission decision, which will include one of the three types:

- Good standing – admitted
- Denied – not admitted
- Program full – not admitted due to capacity

Pathway Program Completion and Admission to Degree Program

Students who successfully complete a WKU Pathway Program will be admitted in good standing to the related degree program(s) for the subsequent term of study. Students who do not successfully complete the WKU Pathway Program will be dismissed from the WKU Pathway Program and the Graduate School.

Propose a Pathways Program
(Action)
Note: See appendix for instructions on completing this proposal

Date:
College:
Department:
Contact Person: Name, email, phone

1. **Identification of program:**
   1.1   Pathways Program title:
   1.2   Catalog description:
   1.3   Degree program(s) into which pathways program completers will matriculate including reference numbers:

2. **Rationale:**
   2.1   Reason for developing the proposed Pathway program:
   2.2   Projected enrollment in the proposed Pathway program:
   2.3   Relationship of the proposed Pathway program to other university programs:
   2.5   Similar minor programs offered elsewhere in Kentucky and in other states (including programs at benchmark institutions):

3. **Objectives/learning outcomes of the proposed Pathway program:**

4. **Detailed program description:**
   4.1   Admission standards:
   4.2   Curriculum:
   4.3   Completion/Certification requirements:

5. **Assessment**
   5.1   Assessment of international pathways/conditional admit students in past six years (if applicable):
   5.2   Plan for ongoing assessment of Pathways Program:

6. **Staffing and resource plan:**

7. **Proposed term for implementation:**

8. **Dates of committee approvals:**

   Department/Program   _____

   College Curriculum Committee   _____

   Graduate Council   _____

   University Senate   _____

Appendix: Instructions on completing proposal for graduate Pathways program

This appendix offers instructions and guidance for developing certain required elements of the graduate Pathways program proposal.

1. Identification of program:
   1.3. Degree program(s) into which Pathways program completers will matriculate including reference numbers: List the degree programs into which Pathways program completers may be admitted in good standing.

4. A Detailed Program Description, which will include:
   4.1. Proposed **admission standards** for the Pathways program. Admission standards must be quantifiable (i.e., meet certain GPA or test score thresholds, or specific course equivalencies), and should be supported (e.g., include benchmark institution data or other supporting research).

   4.2. A proposed **curriculum** for the Pathways program. Courses in the proposed curriculum must be in the WKU catalog or proposed concurrently with the Pathways program proposal. The proposal should explain how the proposed Pathways program curriculum relates to subsequent degree-granting program(s). Programs may consider developing common Pathways curricula. Proposed curriculum must describe language training if applicable.

   4.3 Proposed **completion/certification requirements** for the Pathways program that lay out what a student must achieve in order to be certified as having completed the Pathways successfully. Completion requirements must be quantifiable (e.g., achieve certain course grades/GPA in Pathways curriculum, pass a certain capstone or placement exam, achieve certain standardized test scores).

5. Assessment data and plans, including
   5.1 **Assessment of international pathways/conditional admit students in past six years (if applicable):** The evaluation should answer the general question, "What accounts for international student successes and difficulties in the program?" and should include:
   - An assessment of the academic performance of international students admitted to the program directly, without conditions;
   - An assessment of the academic performance of international students admitted to the program and who did not meet all qualifications for direct admission, including students admitted via a Pathways (Navitas) program or conditionally admitted outside a Pathways;
   - Quantitative and/or qualitative data to support the assessment.

   5.2. **Plan for ongoing assessment of Pathways Program** that will include an explanation of qualitative and quantitative factors that will be used to measure the program's success and a time frame for assessment and reporting.

6. A **staffing and resource plan** that explains in specific terms the faculty resources and advising/student support services will be devoted to the proposed Pathways program.

Agenda—November 9th, 2016
WAB 208
2:30 p.m.

New Business

A. 2:30 pm
   Connor Rogers, Psychological Sciences (Dr. Andrew Mienaltowski)
   Low and High Spatial Frequencies as Characteristics of Stimuli in Emotional Processing in Peripheral Vision
   Requesting $800.00
   Awarded: **$800.00**

B. 2:45 pm
   Audrey Harper, Psychology (Dr. Lisa Duffin)
   Predicting teachers' intentions to implement Literacy Standards using the Theory of Planned Behavior
   Requesting $2000.00
   Awarded: **$0**
   <u>Application Withdrawn</u>

C. 3:00 pm
   James Shelley, Geography and Geology (Dr. Jason Polk)
   Predictive Hydrologic and Hazard Modeling of Injection Well Impacts on Urban Karst Aquifers
   Requesting $1,998.00
   Awarded: **$1,998.00**

D. 3:15 pm
   Brittany Groh, Psychological Sciences (Dr. Andrew Mienaltowski)
   Impact of Expressive Intensity and Stimulus Location on Emotion Detection
   Requesting $1,000.00
   Awarded: **$1,000.00**

E. 3:30 pm
   Elizabeth Willenbrink, Geography and Geology (Dr. Leslie North) *Agriculture and Karst in Vietnam: A Case Study of Informal Education in Phong Nha-Ke Bang National Park, Vietnam.*
   Requesting $2,000.00
   Awarded: **$2,000.00**

F. 3:45 pm
Rachel Burns, Communication Sciences and Disorders (Dr. Janice Smith)
Signing with Children with Down Syndrome
Requesting $1,636.98
Awarded: **$1,636.98**

G. 4:00 pm
Manh Do, Computer Science (Dr. Michael Galloway)
Green Computer: Load balancing, Load consolidation and VM migration in cloud computing
Requesting $1,651.99
Awarded: **$1,651.99**

H. 4:15 PM
Michael McClay, Psychological Sciences (Dr. Amy Brausch)
The Effect of Suicide Attempt Disclosure on Future Suicide Risk
Requesting $500.00
Awarded: **$500.00**

I. 4:30 PM
Elizabeth McCrary, Psychological Sciences (Dr. Aaron Wichman)
Thoughts of a Loved One May Inhibit Health Risk Information Avoidance
Requesting $1,093.99
Awarded: **$1,093.99**

J. 4:45 PM
Tucker Cambridge, Biology (Dr. Jarrett Johnson)
Species Distribution and Genetic Diversity of the Trilling Chorus Frogs (Pseudacris) in Kentucky (2017)
Requesting $2,000.00
Awarded: **$2,000.00**

K. 5:00 PM
Dovletgeldi Seyitliyev, Physics and Astronomy (Dr. Ali Oguz Er)
Laser irradiated hydrogen production using different ranks of coals in distilled water
Requesting $1,250.00
Awarded: **$0**
Did not attend meeting.

Graduate Council Notes, November 2016

1. Graduate School Dean Search: The Graduate School Dean search is underway. The search committee has chosen the following three finalists:

- Dr. Scott Lyons, Director, School of Kinesiology, Recreation & Sport
- Dr. Tony Norman, Director, Educational Leadership Doctoral Program
- Dr. Betsy Shoenfelt, University Distinguished Professor, Department of Psychological Sciences

The campus interview process will begin next week. See this link for more information:
https://www.wku.edu/academicaffairs/openings/graduate_finalist.php

Please note that faculty, staff, administrators, and students may submit feedback about the candidates via the Qualtrics survey tool embedded in the search site, at the link above.

2. Graduate School Application Fees: As of last month, Graduate School application fees have changed from $60 for all students to $65 for domestic student applications, and to $95 for international student applications. The revenues generated will be used to fund a staff position in the Graduate School that will provide additional services to domestic and international applicants and students.

3. Graduate Faculty Status: In September, the University Senate passed the policy changes associated with the new graduate faculty status policy that the Graduate Council passed last year. A new electronic process that will allow Academic Affairs, Deans/Department Heads, and the Graduate School to work together on processing graduate faculty status, as the new policy envisions, in being discussed but has not yet been implemented. The Graduate School will continue to administer the paperwork associated with the new policy until such a process is developed.