Present: Ms. Jennifer Barber, Dr. Karin Bartoszuk, Dr. Patrick Bradshaw, Dr. David Currie, Dr. Wendy Doucette, Dr. William R. Duncan, Dr. Scott Kirkby, Ms. Billie Lancaster, Dr. Michelle Lee, Dr. Jill Leroy-Frazier, Dr. Lori Marks, Dr. Cecilia McIntosh, Dr. Rob Pack, Dr. Martha Pointer, Dr. Kelly Price, Dr. Nicole Prior, Mr. Brandon Werick, Dr. Britany Wilkins

Absent: Ms. Maria Costa, Dr. William Flora, Dr. Marsh Grube, Dr. David Hurley, Ms. LaDonna Hutchins, Dr. Kenneth D. Phillips, Dr. Evelyn Roach, Dr. Mitch Robinson

Guest: Dr. Keith Green, Dr. Julie Fox-Horton,

A. Introduction of Members

B. Selection Chair for 2016-17

Dr. Lori Marks was selected as chair.

C. Approval of June 2016 Minutes

The motion was made, seconded and approved to accept the June 27th, 2016 meetings.

D. Curriculum Subcommittee report – Dr. Wendy Doucette

Each of the proposals below was considered using the following characteristics as an element of the appropriateness of the proposal:

- Appropriate credit hour assignment
- Appropriate discipline-specific best practices
- Appropriate purpose and goals of the proposal
- Appropriate intellectual/learning outcomes
- Appropriate content and topics
- Appropriate major assignments
- Appropriate class level
- Appropriate course type
- Appropriate course delivery method
- Conflict with other courses or programs
- Articulation and transferability of credit to other institutions


http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_4a_9&FormID=6&Instance=8958

Snapshot:
Motion was made and carried to accept this proposal.

II. New Course Proposal: PHIL 4147/5147, Health Justice (Dr. Joe Green)

http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_4a_9&FormID=6&Instance=8653

Snapshot:

a. Page 2, remove “special circumstances” entirely
b. Page 2, Rationale for Proposal: remove typos in lines 1 and 4
c. Page 2, Prerequisites: change wording to “lower division” for all
d. Page 2, Course Description: remove prerequisites
e. Page 3, Proposed Implementation Term: Fall 2017
f. Page 3, insert correct stats (grad and undergrad) under “previously offered”
g. Page 3, explicitly state level of faculty status

Syllabus

a. Prerequisites: see c. above
b. Description: omit final sentence
c. Purpose and goals: replace existing paragraph with bullet #1 directly below
d. Separate bullet #2 into 2 bullets
e. Add “additionally” to final bullet on page 1
f. Page 2, Learning Outcomes: add colon after (graduates only)
g. Page 5, standardize grading scale
h. Page 5, Classroom Attendance: correct typos
i. Page 6, Other Penalties: move to page 5 into paragraph 2 of Attendance Policy
j. Page 6, Policies: remove Inclement Weather and move Mental Health to the end
k. Page 7, Required Textbook: add author’s initial and ISBN
l. Page 7+: verify style is standardized
III. New Course Proposal: PHIL 4177/5177, Global Justice (Dr. Joe Green)

http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_4a_9&FormID=6&Instance=8655

Snapshot:

a. Page 3, remove “special circumstances” entirely
b. Page 3, Rationale for Proposal: remove final sentence
c. Page 3, Prerequisites: change wording to “lower division” for all
d. Page 4, Course Description: remove prerequisites
e. Page 4, Proposed Implementation Term: Fall 2017
f. Page 4, insert correct stats (grad and undergrad) under “previously offered”
g. Page 4, explicitly state level of faculty status

Syllabus:

a. Prerequisites: see c. above
b. Description: omit final sentence
c. Purpose and goals: use line 7 as primary purpose
d. Firm up bullets in Purpose and Goals
e. Page 2, Learning Outcomes: add “additionally” to graduate line
f. Page 2, Major Assignments changes narrative tone
g. Page 4, standardize grading scale
h. Page 4, Policies: remove Inclement Weather
i. Page 5, Required Readings: unbold
j. Page 6+: class dates are unnecessary

Motion was made and carried to accept this proposal.

IV. New Course Proposal: PRST 5996, Research in Professional Studies (Dr. Julie Fox-Horton)

http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_4a_9&FormID=6&Instance=8960

Snapshot:

a. Rationale for proposal: restate more succinctly
Syllabus:

a. Page 1, Purpose and Goals: leave only the first sentence
b. Page 2, Major Assignments: standardize capitalization
c. Page 3: insert dishonesty and disability policies
d. Page 3, Required Textbooks: Zelenzik

Motion was made and carried to accept this proposal.

V. Tabled:

a. Establish a New Certificate Program in Response to Intervention (Dr. Tina Hudson): Tabled until all course proposals are ready
b. Change Rural Health Graduate Certificate (Dr. Jodi Southerland)
c. Change in MAT Courses: Tabled until curriculum change proposal is ready. (Dr. Aimee Govett)

E. Graduate Faculty Subcommittee report and recommendations – Dr. Marks.

Appointment

<table>
<thead>
<tr>
<th>Applicant</th>
<th>Department</th>
<th>Recommendation</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Hale, Nathan L.</td>
<td>Health Services Management and Policy</td>
<td>Member</td>
</tr>
<tr>
<td>2. Ning, Shunbin</td>
<td>Internal Medicine-COM</td>
<td>Member</td>
</tr>
</tbody>
</table>

Reappointment

<table>
<thead>
<tr>
<th>Applicant</th>
<th>Department</th>
<th>Present Status</th>
<th>Recommendation</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Alamian, Arsham</td>
<td>Biostatistics and Epidemiology</td>
<td>Member</td>
<td>Member</td>
</tr>
<tr>
<td>2. Brooks, Billy</td>
<td>Biostatistics and Epidemiology</td>
<td>Temporary</td>
<td>Member</td>
</tr>
<tr>
<td>3. Burkette, Gary D.</td>
<td>Accountancy</td>
<td>Member</td>
<td>Member</td>
</tr>
<tr>
<td>4. Carter, Daryl A.</td>
<td>History</td>
<td>Member</td>
<td>Member</td>
</tr>
<tr>
<td>5. Pointer, Martha Ellen</td>
<td>Accountancy</td>
<td>Senior Member</td>
<td>Senior Member</td>
</tr>
<tr>
<td>6. Rice, Judith A.</td>
<td>Nursing Graduate Programs</td>
<td>Temporary</td>
<td>Member</td>
</tr>
<tr>
<td>7. Sayers, Adam L.</td>
<td>Graduate school, Global Sport Leadership</td>
<td>Temporary</td>
<td>Member</td>
</tr>
</tbody>
</table>
8. Slawson, Deborah L. Community and Behavioral Health Member Senior Member
9. Spritzer, Allan D. Management and Marketing Temporary Member
10. Stidham, April L. Nursing Graduate Programs Affiliate Member Member
11. Taylor, Jerry Dean Engineering Technology, Surveying and Digital Media Temporary Member
12. Uddin, Mohammad Moin Engineering Technology, Surveying and Digital Media Member Member
13. Watson, Elwood D. History Member Member
14. Zou, Yue Biomedical Sciences Senior Senior

E. Old Business
   I. None

F. New Business –
   I. Standing Subcommittee memberships and chairs
      a. Curriculum Subcommittee
      b. Graduate Faculty Subcommittee
      b. Graduate Faculty Subcommittee

      All members present identified which subcommittees they will serve on; those members absent will be asked to join a subcommittee at the September meeting.

   II. Revision of admission categories – Drs. Bartoszuk and Kirkby

      Proposal to change conditional admission to unconditional with provisions, due to updates in SEVP policies. International and domestic requirements must be the same, and the prerequisites for admission cannot be excessive. This will require catalog revisions and new banner codes.

      Motion was made and carried to accept this proposal.

G. Other
   I. Information on GA stipends – Dr McIntosh

      There is a planned GA stipends increase of $250. If enrollment and budget allow, this will be implemented in October by Financial Services using the process from last year when the first increase occurred.
I. Adjournment

*Adjournment was at 2:19*