

East Tennessee State University

Graduate Council Minutes

January 25, 2021 1:15pm

Present: Dr. Brian Johnston, Dr. Leslie McCallister, Dr. Tony Pittarese, Dr. Bea Owens, Dr. Virginia Foley, Dr. Patrick Bradshaw, Dr. Jean Hemphill, Dr. Wendy Douchette, Dr. Jill Leroy-Frazier, Dr. Michele Johnson, Dr. Ingrid Luffman, Dr. Natalie Smith, Mr. Shon Wheatley, Dr. Sharon McGee, Dr. Karin Bartoszuk, Dr. Scott Kirby, Ms. Casey Garner, Dr. Bill Flora, Dr. Andrew Howell, Dr. William Duncan, Dr. William Currie, Ms. Becky Birdwell

A. Approval of the minutes: [November 30, 2020](#)

Motion was made, seconded and carried to approve the November 30, 2020 minutes.

B. Subcommittee Minutes for Review

a. Graduate Faculty

i. [January 18, 2021](#)

Motion was made, seconded and carried to approve the January 18, 2021 minutes.

b. Curriculum

i. [December 14, 2020](#)

Motion was made, seconded and carried to approve the December 18, 2020 minutes.

ii. [January 11, 2021](#)

Motion was made, seconded and carried to approve the January 11, 2021 minutes.

C. New Member

a. Megan Quinn to complete Dr. Kozinet's term (2021) *Welcome to Megan for the next 5-6 months in Public Health.*

b. Graduate Faculty Subcommittee

D. Update from GPSA Representative Shon Wheatley *GPSA has been reaching out to students and did a survey. They found that some students feel overloaded but overall they seem happy with the way graduate school has been handling the pandemic and have no complaints.*

a. Covid-19 *Students are concerned about how Covid-19 will delay degrees and their careers*

b. Student Engagement *Keep in mind the students' lives have all changed and we need to foster belonging across all fields of study. Shon will keep us updated.*

E. Items from the Graduate School

a. Upcoming move to Yoakley Hall *Dr. Bartoszuk told the group that the move is scheduled for February 5-8, with everyone being located on the third floor.*

b. Branding of "Graduate Studies" vs. "Graduate School" *Dr. McGee spoke about the strength and marketability of the department name when searching online. Most committee members, who expressed an opinion, said Graduate School was more desirable. Dr. McGee will keep the group posted.*

c. Grade Appeal and Academic Misconduct Panels (Dr. Kirkby)

- i. Propose creating a pool of eligible faculty and students to serve grade appeal and misconduct hearings (3 Faculty and 3 Students needed each time) A large pool representing multiple areas is needed. ***Each college will recruit faculty and student volunteers by this Friday, January 29. We need a large enough standing group so that there enough committee members to draw a pool.***

F. Upcoming Meetings

- a. Curriculum Subcommittee
 - i. 2/1/2021
 1. Deadline for Submission 1/14/2021
 - ii. 2/15/2021
 1. Deadline for Submission 2/7/2021
- b. Faculty Subcommittee
 - i. 2/15/2021
- c. Graduate Council
 - i. 2/22/2021

There were no new council items. The meeting adjourned at 1:42 p.m.

East Tennessee State University

Graduate Council Minutes

November 30, 2020 1:15pm

<https://etsu.zoom.us/j/95800290145?pwd=VG1jQXVTL2FJZUNFaEhvWnNsZ2lVQT09>

Passcode GC2020

Present: Dr. Jill Leroy-Frazier, Queen Brown, Dr. Tony Pittarese, Dr. Brian Johnston, Dr. Scott Kirkby, Dr. Virginia Foley, Ms. Becky Birdwell, Dr. Karin Bartoszuk, Dr. William Flora, Ms. Casey Gardner, Dr. David Currie, Dr. Sharon McGee, Dr. Evelyn Roach, Dr. Patrick Bradshaw, Dr. Michele Johnson, Dr. Jean Croce Hemphill, Dr. Leslie McCallister, Dr. Jennifer Dafcik, Dr. Natalie Smith, Dr. Drew Howell, Dr. Beatrice Owens, Dr. Wendy Doucette, Dr. Ingrid Luffman.

A. Approval of the minutes: October 26, 2020 (*update on terminating academic programs*)

Motion was made, seconded and carried to approve the October 26, 2020 minutes

Dr. William Flora presented how proposals are approved and implemented through SACS and THEC.

B. Consent Items

a. Graduate Faculty

i. See Committee Minutes

Recommended Appointments November 2020

Name	Dept	Current Rank	Committee Recommendation
Alicia Nicole Stewart	Sport, Exercise, Recreation, and Kinesiology	Lecturer	affiliate
Jeremy A Smith	Appalachian Studies	Director	member

Recommended Reappointments November 2020

Name	Dept	Current Rank	Committee Recommendation
Betsy DeSimone	Cross-Disciplinary Studies	Lecturer	affiliate
Christopher E Gregg	Geosciences	Full Professor	senior
Erik M Peterson	Health Sciences	Assistant Professor	member
Gerardo Arceo Gomez	Biological Sciences	Assistant Professor	member

Jennifer Leann Hall	Biomedical Sciences COM	Assistant Professor	member
Jody Lashay Jennings	Curriculum and Instruction	Clinical Instructor	member
Joe Keith Green	Philosophy and Humanities	Full Professor	senior member
Joseph Dean Martin	Political Science, International Affairs & Public Administration	Adjunct	affiliate
Wanda Sue Chafin	Nursing	Adjunct	affiliate

Motion was made, seconded, and carried to approve the recommendations of graduate faculty appointment and reappointments.

b. Curriculum

- i. [Establish New Concentration in an Existing Program – 3 concentrations: \(1\) Cybersecurity Management, \(2\) Business Analytics, and \(3\) Health Care Marketing – Accelerated Master of Business Administration \(AMBA\)](#)
- ii. [HDAL – 4027/5027 Serving Ex-offenders: Facilitating Reintegration](#)
- iii. [HDAL – 4147/5147 The Opioid Crisis](#)
- iv. [HDAL – 41675167 Trauma Theory](#)
- v. [HDAL – 4227/5227 Evidence Based Trauma Techniques](#)
- vi. [Revise Curriculum: Non-Substantive – Accelerated MBA \(AMBA\)](#)

Motion was made, seconded, and carried to approve the curriculum proposals.

C. CSCI Concentration and Course Approvals

a. Thank you

Dr. Johnston thanked Becky Birdwell and Queen Brown for offering to be the Interim Recorder.

b. Improved efficiency

Dr. Johnston suggested to schedule two meeting per month for subcommittee curriculum proposals to improve efficiency.

D. Duolingo English Test (Dr. Bartoszuk)

Certification of English proficiency. Graduate students whose native language is not English must submit a minimum score of 79 (Internet-based), 550 (paper-based) on the Test of English as a Foreign Language (TOEFL), taken within the past two years; a minimum score of 6.5 on the International English Language Testing System (IELTS); a minimum score of 53 on the PTE Academic; successful completion of the English Language Services Program at Level 112; or have earned a baccalaureate degree from an accredited U.S. institution. (All international students who receive a tuition scholarship or graduate assistantship must sit for an oral English proficiency interview immediately upon their arrival at ETSU.)

***International applicants have the option to submit Duolingo English test scores. To qualify for admission, applicants must score a minimum of 115 and complete an oral English proficiency interview (at no cost) regardless of receiving a graduate assistantship. This change applies from Spring 2021 until the Summer of 2022 admission periods.**

Dr. Bartoszuk presented the Duolingo English language for discussion. The final language will be placed in the catalog after Academic Council has approved. The Duolingo English language will be as follows:

****International applicants for Spring 2021 through Summer 2022 starting semesters, also have the option to submit Duolingo English Test scores. A minimum score of 115 is required for admission. Applicants that are admitted using the Duolingo English Test, will also be required to complete an oral English proficiency interview (at no cost) before the start of classes***

E. Graduate Council on QESC Update (Dr. Hemphill)

Dr. Hemphill presented QESC. QECs means Quality and Effectiveness Sub-Council Report to University and it is relevant SACSCOC standards. Dr. Hemphill is a current member and wanted to discuss the key facts of the watermark electronic reporting format the council members.

F. Graduate School Updates

a. 3MT update

Dr. McGee stated the 3MT winners were selected. The winners are Sharon Bigger as 1st place, John Hayford Teye-Kau as 2nd place, and Thomas Ntim as 3rd place. The event was virtual with diverse group of judges from the surrounding community.

b. Tuition Scholarship working group update

Dr. McGee detailed there is a group working on studying how the TS can be utilized more efficiently and allocated to more offices/departments. The committee is composed of graduate coordinators and representatives from each college. The details of the results will be presented to the Graduate Council in April 2021.

c. Graduation tuition update

Dr. McGee stated the College of Graduate and Continuing Studies has reorganized the former graduate specialists and the details will be shared soon.

Also, Dr. McGee stated a tuition committee is researching graduate tuition using similar metric as undergraduate tuition. The results will be ready by December 15 and presented to the Deans Council.

G. The Future of the Graduate Council Discussion

- a. Please watch the link below to some background on this discussion
 - i. <https://youtu.be/bhQovlhYJM4>

The Graduate Council discussed various ways the council member can be more efficient and effective with other issues at the university.

- **How the council can make the university the best it can be.**
- **How the council members can use the meetings to improve other areas of the university.**

There were no further council items, therefore, the meeting adjourned at 2:10 p.m.

January 2021 Graduate Faculty Subcommittee Meeting Minutes

Date: 1/18/2021

Attending: Ingrid Luffman, Jean Hemphill, Michelle Johnson, Wendy Doucette, Scott Kirkby
Absent: none

Recommended Appointments January 2021

Name	Dept	Current Rank	Committee Recommendation
Jonathon W Taylor	Theatre and Dance	Assistant	Member
Justin T Gass	Biomedical Sciences	Associate	Member
Lana Cook	Biomedical Sciences	Coordinator	Affiliate
Shuling Yang	Curriculum and Instruction	Assistant	Member
Samuel Mayhew	Educational Leadership and Policy Analysis	Associate VP	Affiliate

Recommended Reappointments January 2021

Name	Dept	Current Rank	Committee Recommendation
Anant Godbole	Mathematics and Statistics	Full	Senior member
Antonio Rusinol	Biomedical Sciences	Associate	Senior member
Craig Wassinger	Rehabilitative Sciences	Associate	Senior member
David B Dixon	Art and Design	Full	Senior member
David Loyd Williams	Surgery	Full	Senior member
Donald B Hoover	Biomedical Sciences	Full	Senior member
Dustin Lee Osborne	Criminal Justice and Criminology	Assistant	Member
Eric Beaumont	Biomedical Sciences	Full	Senior member

Ester Lee Verhovsek	Allied Health Sciences	Full	Member
Janice C Cloud	Curriculum and Instruction	Master Clinician	Affiliate
Jodi Southerland	Community and Behavioral Health	Adjunct	Affiliate
Joseph P Sims	Engineering Technology, Surveying and Digital Media	Full	Senior member
Julia M Bernard	Counseling and Human Services	Associate	Member
Kay Lennon	Global Sports Leadership	Adjunct	Affiliate
Keith V Johnson	Engineering Technology, Surveying and Digital Media	Full	Senior member
Mindy M Herrin	Art and Design	Full	Senior member
Patrick Bradshaw	Biomedical Sciences	Associate	Senior member
Saeidreza Harirforoosh	Pharmaceutical Sciences	Full	Member
Shimin Zheng	Biostatistics and Epidemiology	Associate	Member
Tammy Ozment	Surgery	Associate	Member
Thomas Kwasigroch	Biomedical Sciences	Full	Senior member
William Herbert Heise	Management and Marketing	Professor of Practice	Member
William Hemphill	Engineering Technology, Surveying and Digital Media	Associate	Member

Temporary	part time faculty or community member teaching graduate classes or serving on committee (not chair)
Affiliate	adjunct to tenured and does not meet criteria for full member, may teach and serve on graduate committees (not chair)
Member	full time, terminal degree, teaching, research, graduate advising
Senior	As above but extended record

Graduate Council Curriculum Subcommittee Meeting
Monday December 14, 2020 1:00 PM
Zoom Meeting Minutes

<https://etsu.zoom.us/j/92270000613?pwd=d1Byc1h2aWJMb1RxQ0luT3RuWTlqZz09>

Attendees: Dr. Tony Pittarese, Dr. Brian Johnston, Dr. Patrick Bradshaw, Dr. Karin Bartoszuk, Dr. William Flora, Dr. Virginia Foley, Ms. Casey Gardner, Mr. Andrew Howell, Dr. Jill Leroy-Frazier, Dr. Sharon McGee, Dr. Leslie McCallister, Dr. Evelyn Roach, Mr. Shon Wheatley, Dr. Vallire Hooper, Dr. Don Good, Dr. Jill Channing, Dr. Rachel Ellis, Dr. Beatrice Owens, Dr. Myra Carew, Dr. Natalia Ward, Dr. Ryan Nivins, Ms. Becky Birdwell

Absent: Dr. Natalie Smith

1. ELPA - 6230 - High-Impact Higher Education Instructional Practices (Jill Channing) (reviewed by Tony Pittarese)
Casey Gardner will clean up the table in the catalog entry and Dr. McGee suggested bringing in guest speakers.
Motion was made, seconded, and carried to approve the proposal.
2. Establish New Certificate 12-23 credits - Higher Education Teaching Certificate (Jill Channing) (reviewed by Tony Pittarese)
Motion was made, seconded, and carried to approve the proposal.
3. OOTH - 6313 - Educational Strategies in Occupational Therapy (Rachel Ellis) (reviewed by Brian Johnston)
Dr. McGee suggested changing the verbiage from “teach at the tertiary level” to “teach in higher education.”
Motion was made, seconded, and carried to approve the proposal.
4. Revise Program Policy - PhD – Admission (Vallire Hooper) (reviewed by Bea Owens)
Dr. Bartoszuk requested the heading have added phrase of “PhD Nursing” so that it is easier to find.
Motion was made, seconded, and carried to approve the proposal.
5. SOCI - 5640 - Survey Research Design (Leslie McCallister had Kelly Foster discuss the proposal) (reviewed by Virginia Foley)
Motion was made, seconded, and carried to approve the proposal.
6. Revise Curriculum: Substantive - Educational Leadership, Ed.D. (Higher Education Leadership Concentration) (Donald Good) (reviewed by Jill Leroy-Frazier)
After some discussion, the verbiage now includes “to align with similar programs.”
Motion was made, seconded, and carried to approve the proposal.
7. READ - 5110 - History of Reading Research, Policy, & Legislation (Karin Keith had Natalia Ward discuss the proposal) (reviewed by Leslie McCallister)

Motion was made, seconded, and carried to approve the proposal. *The committee then discussed how to measure the learning outcome. It was decided rubrics would be put in place to provide appropriate assessments and to develop rational arguments for equity at school district and community levels.*

Motion was made, seconded, and carried to amend the proposal.

8. Revise Curriculum: Substantive - M.Ed. Reading; with Credit Change (Karin Keith had Natalia Ward discuss the proposal) (reviewed by Leslie McCallister)

Motion was made, seconded, and carried to approve the proposal.

9. Revise Program Policy - M.Ed. in Reading – Admission (Karin Keith had Natalia Ward discuss the proposal) (reviewed by Natalie Smith) *Dr. McGee pointed out that students tend to not read paragraphs, but look at bulleted points and suggested it be reworded to include bulleted items for a clean list of requirements.*

Motion was made, seconded, and carried to approve the proposal.

10. Revise Program Policy - M.Ed. in Reading – Graduation (Karin Keith had Natalia Ward discuss the proposal) (reviewed by Natalie Smith)

Motion was made, seconded, and carried to approve the proposal.

Dr. Johnston discussed scheduling conflicts with the upcoming Council Meetings calendar because of closings and breaks. The January 18, 2021 meeting has been changed to January 11, 2021. Deadline has been changed to January 3, 2021. The March 15th meeting should be fine. Any further changes can be discussed at another time.

Meeting adjourned at 2:25 pm.

Graduate Council Curriculum Subcommittee Meeting
Monday January 11, 2021 at 1:00 PM
Zoom Meeting Minutes
<https://etsu.zoom.us/j/94114096239>

Attendees: Dr. Brian Johnston, Dr. Patrick Bradshaw, Dr. Karin Bartoszuk, Dr. Bill Flora, Dr. Sharon McGee, Dr. Leslie McCallister, Dr. Evelyn Roach, Dr. Bea Owens, Dr. Natalia Ward, Dr. Karin Keith, Dr. Greg Ordway, Dr. Lana Cook, Andrew Howell, Dr. Natalie Smith, Becky Birdwell

Absent: Dr. Tony Pittarese, Jr. Jill Leroy-Frazier, Dr. Virginia Foley

Individual Review Assignments are in **RED**.

After discussion about if enough voting members were present to have a quorum, the meeting began.

1. CUAJ - 5010 - Advanced Studies of Language and Culture in PreK-12 Classrooms (Natalia Ward) **(Tony Pittarese)** *After some minor verbiage changes in this new graduate course, this proposal was approved, contingent upon other proposed curriculum changes to come in and be approved all as one package so they are published together.*
2. BIOM - 6110 - Introduction to Biomedical Research (Lana Cook/Greg Ordway) **(Brian Johnston)** *This course is adding more laboratory research techniques and course content, thus increasing credit from one hour to two. The assignments will need more detail, but the proposal was approved.*
3. BIOM - 6210 - Scientific Communication I (Lana Cook/Greg Ordway) **(Bea Owens)** *This course revision is proposed so that I will be a continuation of II, instead of them overlapping in content. By shifting some course content, this course will go from one credit to two credits. Proposal was approved.*
4. BIOM - 6220 - Scientific Communication II (Lana Cook/Greg Ordway) **(Virginia Foley)** *This course revision is proposed so that it builds upon level I instead of the courses overlapping. By shifting some course content, this course will go from one credit to three credits. Proposal was approved.*
5. BIOM - 6200 - Biomedical Sciences Seminar (Lana Cook/Greg Ordway) **(Leslie McCallister)** *After discussion of verbiage on student evaluation, credit justification, and attendance of seminars, this proposal was approved.*
6. BIOM - 6201 - Biomedical Sciences Seminar Presentation (Lana Cook/Greg Ordway) **(Jill Leroy-Frazier)** *After discussion of verbiage and suggestion to add details to the attendance and evaluation policies, this proposal was approved.*
7. Revise Curriculum: Substantive - Biomedical Sciences, Ph.D. (Lana Cook/Greg Ordway) **(Natalie Smith)** *The revisions incorporate some core changes, such as elective lab rotations and phasing some seminar courses out of the program, but the number of credits remains at 22. This proposal was approved*

Dr. Flora informed the committee that hard deadline for proposals has been pushed from February 15 to March 15 instead.

Meeting adjourned at 2:10pm.