

GRADUATE COUNCIL MINUTES
November 16, 2016
WEB VERSION

MEMBERS:

Name	Present	Absent	Name	Present	Absent
Christina Martin	X		Steve Grice		X*
Xiaoli Su		X*	Richard Voss	X	
Tammy Esteves	X		Diane Bandow	X	
James Todhunter	X		Phillip Mixon	X	
Carrie Miller	X		Dan Sutter**	X	
Bill Zhong	X		Denise Cleveland		X*
Tonya Conner		X*	Amy Spurlock	X	
Dianne Lawton	X		Jeff Spurlock	X	
Carolyn Russel	X				
Riad Aisami	X		Dr. Mary Anne Templeton, ex officio	X	
Lynn Boyd		X*	Dr. Robin Bynum, ex officio	X	

X*--absent with notice **attending as proxy for member

Dr. Win Koo – College of Health and Human Services, Stephanie Stanford – Graduate School, Matthew Bowling – Graduate School, Dr. Cynthia Hicks – College of Education, Jerri Carrol –Registrar’s Office, Dr. Fred Figliano – College of Education, Dr. Dabney McKinzie – College of Education, PJ Ham – Registrar’s Office

I. Call to Order

Dr. Christina Martin called the meeting to order at 1:30 pm.

II. Approval of Agenda

The agenda was amended to include Information Item #19 – the updated PME matrix. Dr. Jeff Spurlock moved to approve the amended agenda. Dr. Amy Spurlock seconded. The motion was approved.

III. Approval of the October 20, 2016 meeting minutes (to include the Web Version).

Dr. Phillip Mixon motioned to approve the amended minutes. Dr. Amy Spurlock seconded. The motion was approved.

IV. Report from the Graduate School

Dr. Robin Bynum welcomed Dr. Dan Sutter to the Graduate Academic Council Meeting as an Interim Representative for the Master of Arts in Economics. Dr. Bynum also requested all Colleges to speak with her in regards to QEP needed for SACS in tracking data for student levels and improvements. Dr. Templeton addressed the Graduate Council on the Ecosign forms. Ecosign forms for catalog changes have not been functioning properly, and we request until the issue is fixed that all forms be submitted manually to the Graduate School. In addition, all changes desired in the Graduate Catalog must have memos when sent to the Graduate School.

V. Business Items

NOTE: Policy changes, curriculum changes, etc. approved by the council are effective the following academic year unless otherwise indicated

College of Health and Human Services**1. Clarification of Admission Criteria #4 for the DNP Program**

Dr. Amy Spurlock presented the request from the College of Health and Human Services to change the requirements for admission to the DNP program. This modification is for those students who have a BSN and a Masters in a related field. Students who have the masters in a related field will be exempt from needing a graduate test score. Following a brief discussion, Dr. Jeff Spurlock motioned to approve the recommendation. Dr. Phillip Mixon seconded. The motion was approved.

2. Minor Editorial Revisions to DNP and MSN Student Learning Outcomes

Dr. Amy Spurlock presented the request from the College of Health and Human Services to change the wording from “Student Learning Outcomes” to “End of Program Student Learning Outcomes”. Following a brief discussion, Dr. Phillip Mixon motioned to approve the recommendation. Dr. Jeff Spurlock seconded. The motion was approved.

3. Graduate Catalog Changes for the Ph.D in SFM

Dr. Win Koo presented the request from the College of Health and Human Services for multiple changes to the Ph.D in Sports Fitness Management Program. The first change is to modify the application deadline to February 1st and December 1st. The second change was to get rid of the entrance exam minimum requirement. The letter of intent will be changed as well so that no faculty member is required to be named as research partner prior to admission, and finally Doctoral Teaching Assistants requirements changed. Finally, the program will be offered in a blended format. Following a brief discussion, Dr. Jeff Spurlock motioned to approve the recommendation. Dr. Phillip Mixon seconded. The motion was approved.

4. Addition of Seminar class for Ph.D in SFM

Dr. Win Koo presented the request from the College of Health and Human Services for the addition of a statistics course to the Ph.D in Sports Fitness Management program. Following a brief discussion, Dr. Dianne Bandow motioned to approve the recommendation. Dr. Bill Zhong seconded. The motion was approved.

College of Communication and Fine Arts**5. Catalog Change for Capstone Requirements**

Dr. Jeff Spurlock presented the request from the College of Communication and Fine Arts to adjust the requirements for the Capstone course. The change is to modify the amount of hours needed to take the capstone, and to increase the minimum from 18 hours completed to 24 hours completed. Following a brief discussion, Dr. Richard Voss motioned to approve the recommendation. Dr. Phillip Mixon seconded. The motion was approved.

College of Arts and Sciences**6. Student #1- Extension of Eight- Year Requirement (MSCJ)**

Master of Science in Criminal Justice student requesting an extension and has a 3.27 GPA. Dr. Christina Martin presented the student's request for an extension of the eight-year waiver. Dr. Christina Martin advised that the College of Arts and Sciences academic review committee had reviewed the request and recommended approval of the extension until Term 4, 2017. Following a brief discussion, Dr. Dianne Lawton motioned to approve the recommendation. Dr. Bill Zhong seconded. The motion was approved.

College of Education**7. Student #2 – Extension of Eight-Year Requirement (MCPCOMM)**

Master of Science in Counseling and Psychology: Community Counseling student requesting an extension and has a 3.85 GPA. Dr. Christina Martin presented the student's request for an extension of the eight-year waiver. Dr. Christina Martin advised that the College of Education academic review committee had reviewed the request and recommended approval of the extension until Term 2, 2017. Following a brief discussion, Dr. Jeff Spurlock motioned to approve the recommendation. Dr. Richard Voss seconded. The motion was approved.

8. Student #3 – Extension of Eight- Year Requirement (MCPCMH)

Master of Science in Counseling and Psychology: Clinical Mental Health student requesting an extension and has a 3.81 GPA. Dr. Christina Martin presented the student's request for an extension of the eight-year waiver. Dr. Christina Martin advised that the College of Education academic review committee had reviewed the request and recommended approval of the extension until Term 2, 2017. Following a brief discussion, Dr. Bill Zhong motioned to approve the recommendation. Dr. Phillip Mixon seconded. The motion was approved.

9. Student #4 – Extension of Eight- Year Requirement (MCPCMH)

Master of Science in Counseling and Psychology: Clinical Mental Health student requesting an extension and has a 3.62 GPA. Dr. Christina Martin presented the student's request for an extension of the eight-year waiver. Dr. Christina Martin advised that the College of Education academic review committee had reviewed the request and recommended approval of the extension until Term 5, 2017. Following a brief discussion, Dr. Jeff Spurlock motioned to approve the recommendation. Dr. Phillip Mixon seconded. The motion was approved.

10. Student #5 – Extension of Eight- Year Requirement (MCPCMH)

Master of Science in Counseling and Psychology: Clinical Mental Health student requesting an extension and has a 3.00 GPA. Dr. Christina Martin presented the student's request for an extension of the eight-year waiver. Dr. Christina Martin advised that the College of Education academic review committee had reviewed the request and recommended approval of the extension until Term 2, 2017. Following a brief discussion, Dr. Riad Aisami motioned to approve the recommendation. Dr. Jeff Spurlock seconded. The motion was approved.

11. Student #6 – Extension of Eight- Year Requirement (MS ELE)

Master of Science in Education: Elementary Education student requesting an extension and has a 4.00 GPA. Dr. Christina Martin presented the student's request for an extension of the eight-year waiver. Dr. Christina Martin advised that the College of Education academic review committee had reviewed the request and recommended approval of the extension until Term 4, 2018. Following a brief discussion, Dr. Jeff Spurlock motioned to approve the recommendation. Dr. Riad Aisami seconded. The motion was approved.

12. Student #7 – Extension of Eight- Year Requirement (MS ELE)

Master of Science in Education: Elementary Education student requesting an extension and has a 4.00 GPA. Dr. Christina Martin presented the student's request for an extension of the eight-year waiver. Dr. Christina Martin advised that the College of Education academic review committee had reviewed the request and recommended approval of the extension until Term 4, 2018. Following a brief discussion, Dr. Jeff Spurlock motioned to approve the recommendation. Dr. Phillip Mixon seconded. The motion was approved.

13. Adult Education Curriculum Changes

Dr. Dianne Lawton presented the request from the College of Education for curriculum changes to the Adult Education program. The EAL 6653 course would be eliminated and replaced with ADE 6653. The ADE course description will be modified in order to represent the change. Master Course change forms will be needed. Following a brief discussion, Dr. Voss motioned to approve the recommendation. Dr. Aisami seconded. The motion was approved.

14. Removal of Discipline- Specific Courses from MSE

Dr. Christina Martin presented the request from the College of Education for the removal of SPE courses in order to add Core courses to the MSE program. Dr. Bynum requested that the Graduate Academic Council table the request until the College of Education provide the Alabama State Department of Education program checklist. Following a brief discussion, Dr. Jeff Spurlock motioned to table. Dr. James Todhunter seconded. The request was tabled.

15. Revisions to MS Gifted Education

Dr. McKenzie presented the three separate requests from the College of Education for revisions to the Master of Science in Gifted Education Program. All changes were voted on individually.

- a. **Removal of pre-requisite course requirements.** The first change was to remove prerequisite requirements for the following courses: EDG 6670, EDG 6669, EDG 6668, and EDG 6667. Following a brief discussion, Dr. Richard Voss motioned to approve the recommendation. Dr. Tammy Esteves seconded. The motion was approved.
- b. **Offer a reduced-hour option.** The second change was to add a reduced hour option for students who already hold a master's degree in the teaching field. Following a brief discussion, Dr. Richard Voss motioned to approve the recommendation. Dr. Jeff Spurlock seconded. The motion was approved.

- c. **Remove the Comprehensive Exam and add the assessment integrated into the Practicum course.** The third change was to remove the Comprehensive Exam and create the Capstone Assessment Project within the Practicum seminar course. This course is required for completion of the program. Following a brief discussion, Dr. Voss motioned to approve the recommendation. Dr. Dianne Lawton seconded. The motion was approved.

16. Instructional Leader and Administration Curriculum Change

Dr. Christina Martin presented the request from the College of Education for curriculum change for the Instructional Leader and Administration program. The change is to remove the Comprehensive Exam requirement for the Instructional Leader and Administration and Reduced Hour Option programs and continue with PRAXIS II content knowledge tests. This follows the Alabama State Department of Education requirements. Following a brief discussion, Dr. Phillip Mixon motioned to approve the recommendation. Dr. Bill Zhong seconded. The motion was approved.

Information Item

17. NISP letter to ACHE for KHP program

18. Common Calendar

19. PME Matrix

The meeting adjourned at 2:30 p.m. The next meeting will be held on January 19, 2017 in the Conference room of 100 University Park at 1:30 p.m.