

GRADUATE COMMITTEE MINUTES

Chair: Dr. Jill Lockwood

Graduate Committee Meeting Date – May 22, 2008

Present: Dr. Jill Lockwood, COBA; Ms. Debra Skinner, Library; Dr. Diana Sturges, CHHS; Dr. Jonathan Metzler, CHHS; Dr. Vldan Jovanovic, CIT; Dr. Kari Fitzmorris, JPHCOPH; Dr. Yan Wu, COST; Dr. Robert Vogel, JPHCOPH; Dr. Kenneth Clark, COE; Dr. Charles Hardy, Dean JPHCOPH; Dr. Bede Mitchell, Dean Library; Mrs. Audie Graham, COGS; Dr. Timothy Mack, Dean COGS

Absent with Notification: Dr. Cindi Chance, Dean COE, [Academic Affairs]; Ms. Candace Griffith, VPAA; Dr. Robert Fernekes, Library; Dr. Mary Hadley, CLASS; Dr. Dick Diebolt, COGS

Absent without Notification: Dr. Lixin Li, CIT; Dr. Barry Balleck, CLASS; Dr. Maggie LaMontagne, COE; Dr. Bill Yang, COBA

Guests: Mr. Wayne Smith, Registrar; Ms. Dawn Lipker, Admissions; Dr. Brenda Talley, CHHS; Dr. Shahnam Navaee, COST; Dr. Randy Carlson, COE

I. **CALL TO ORDER**

Dr. Jonathan Metzler called the meeting to order on Thursday, May 22, 2008 at 9:02 AM.

II. **APPROVAL OF AGENDA**

The agenda was approved as written.

III. **GRADUATE COMMITTEE CHAIR'S REMARKS – DR. JILL LOCKWOOD (Dr. Jonathan Metzler- Stand in Chair)**

Dr. Metzler stated that he had no remarks. He then turned the floor over to Dr. Lockwood, who was on the conference call, for further remarks. She began by thanking Dr. Metzler for agreeing to be the Stand in Chair and then thanked everyone for attending the meeting.

IV. **A. OLD BUSINESS – No old business was discussed.**

B. SUBCOMMITTEE REPORTS & UPDATES:

i. Academic Standards & Policies Committee

New Graduate Student Handbook- Dean Bede Mitchell reported that the subcommittee reviewed the American Association of University Professors (AAUP) Statement on Graduate Students. Dean Mitchell made a motion to approve the AAUP guidelines for the treatment of graduate students as written. Dr. Debra Skinner provided the second. The motion to approve the AAUP Statement was passed.

- ii. **Curriculum Committee** – Dr. Vladan Jovanovic reported that the subcommittee reviewed the program and course proposal items. He announced that the subcommittee would like to propose a new format for the Graduate Committee Agendas. The current Agenda lists the programs and courses in two different areas. The subcommittee proposed that programs and related courses be discussed together. Dr. Jovanovic made a motion to approve the new format of the Agenda. Dr. Kari Fitzmorris made the second. The motion to approve the new format was passed. The upcoming Agendas will reflect the change.
- iii. **Program Review, Assessment & Strategic Planning Committee** – The subcommittee had no news to report.

V. NEW BUSINESS –

A. PROGRAMS:

i. Jiann-Ping Hsu College of Public Health

New/Revised Program Concentrations:

MPH- Biostatistics

Justification: Curriculum revision necessary to achieve consistency between competencies and program offerings and to more appropriately position us to meet the Council on Education for Public Health - CEPH - Accreditation Criteria.

MPH- Environmental Health Sciences

Justification: Curriculum revision necessary to achieve consistency between competencies and program offerings - CEPH Accreditation.

MPH- Health Policy and Management

Justification: Curriculum revision necessary to achieve consistency between competencies and program offerings and to more appropriately position us to meet the Council on Education for Public Health - CEPH - Accreditation Criteria.

MPH- Community Health Education

Justification: Curriculum revision necessary to achieve consistency between competencies and program offerings - CEPH Accreditation.

MPH- Epidemiology

Justification: Curriculum revision necessary to achieve consistency between competencies and program offerings - CEPH Accreditation.

Revised Programs:

DRPH- Biostatistics

Justification: Curriculum Revision necessary to achieve consistency between competencies and program offerings - CEPH Accreditation.

DRPH- Public Health Leadership

Justification: Curriculum Revision necessary to achieve consistency between competencies and program offerings - CEPH Accreditation.

DRPH- Community Health Behavior and Education

Justification: Curriculum Revision necessary to achieve consistency between competencies and program offerings - CEPH Accreditation.

MOTION: Dr. Jovanovic stated that the Curriculum Committee approved the New and Revised Programs submitted by Jiann-Ping Hsu College of Public Health, and moved that the Graduate Committee accept them. Dr. Yan Wu provided the second. The motion to approve the New and Revised Programs was passed.

ii. College of Education

Program Revisions:

M.Ed. in Instructional Technology (Georgia ONmyLINE- students seeking certification)

Justification: Add this Georgia ONmyLINE (GOML) Program of Study in Catalog. It mirrors the standing ITEC program (non-franchise for students seeking certification) but with the following modifications:

Program faculty have determined that students no longer need to demonstrate competencies from ITEC 7530 so this has been removed as a program pre-requisite. Students entering this online program possess the basic technology skills needed for success.

For students who do not possess a T-4, the program of study also includes a statement about meeting additional program requirements. This includes meeting the special Georgia requirement for certification (special education class). The requirement to complete a curriculum course was determined by program faculty. Instead of listing specific courses (as we did on the non-franchise programs of study) we've identified courses to allow students to identify appropriate courses within the Georgia OnMyLine portal.

The modification of statements in the admissions section matches admissions criteria agreed upon as part of the GOML franchise.

Changes in course prefixes were needed for the courses to be part of the Georgia OnMyLine course inventory.

M.Ed. in Instructional Technology (Georgia ONmyLINE- students not seeking certification)

Justification: Add this Georgia ONmyLINE (GOML) Program of Study in Catalog. It mirrors the standing ITEC program (non-franchise for students not seeking certification) but with the following modifications:

Program faculty have determined that students no longer need to demonstrate competencies from ITEC 7530 so this has been removed as a program pre-requisite. Students entering this online program possess the basic technology skills needed for success.

The modification of statements in the admissions section matches admissions criteria agreed upon as part of the GOML franchise.

Changes in course prefixes were needed for the courses to be part of the Georgia OnMyLine course inventory.

M.A.T. Concentration Three: Special Education- Change course sequence

Justification: Change in course sequence for program of study is due to revised Key Assessments for Special Education MEd Program. Key Assessments are required by accreditation.

M.Ed. in Teaching and Learning with Concentration in Special Education – Change course sequence

Justification: Change in course sequence for program of study is due to revised Key Assessments for Special Education MEd Program. Key Assessments are required by accreditation.

Admission for USG Franchise Programs- clarify test score requirements

Justification: This proposal is to clarify catalog copy regarding the admissions criteria for acceptable GRE/MAT/GACE/PRAXIS test scores for USG Franchise programs. The revision clarifies that franchise program applicants “may” use GRE or MAT scores. Also, the acceptable GACE or PRAXIS scores are “passing Georgia scores” on those “content” exams.

(This wording was approved by COE’s Curriculum Committee on 9/25/07, but an earlier version was included on Graduate Committee’s agenda and approved 10/11/07. This proposal is to update 08/09 catalog copy, Item 4, in the COE section for graduate programs.)

MOTION: Dr. Jovanovic stated that the Curriculum Committee discussed the Program Revisions submitted by the College of Education and recommended approval. Dean Charles Hardy provided the second. The motion to approve the Program Revisions was passed.

Program Deletions:

M.Ed. in Music Education

Justification: The College of Education submitted the appropriate forms to the various curriculum committees in 1998 to delete the M.Ed. in Music Education. The committees approved the deletion. The last time the M.Ed. in Music Education was included in the Georgia Southern catalogue was in 1997-1998. The program was not deleted from the Board of

Regents listing of degree offerings. There have not been students enrolled in the program since 1997-1998. The College of Education is submitting this form again in order to have the M.Ed. in Music Education removed from the Board of Regents listing of degree programs.

MOTION: Dr. Jovanovic stated that the Curriculum Committee approved the Program Deletion submitted by the College of Education. Dr. Diana Sturges provided the second. The motion to approve the Program Deletion was passed.

iii. **College of Health and Human Science**

Program Revisions:

Admission Requirement changes for MSN

Justification: Change in admission criteria to reflect national recommendations.

Admission Requirement changes for DNP

Justification: To clarify admission criteria for DNP program.

Wording in the Doctor of Nursing Practice Program page was changed to be more clearly stated. Rewording is as follows: “The DNP builds upon the foundation of the Advanced Practice Registered Nurse (APRN) role.”

MOTION: The committee expressed concern that the first paragraph of the DNP program needed to be improved. Dr. Brenda Talley stated the first sentence could be altered and the rest of the paragraph could stay the same. Dr. Jovanovic offered a friendly amendment in which he moved that the Program Revisions submitted by the College of Health and Human Science be approved with the understanding that the rewording of the DNP Program be made. Dr. Sturges provided the second. The motion to approve the Program Revisions was passed. Revised section of the first page is as follows:

~~“**Post-MSN Doctor of Nursing Practice Admission Requirements Criteria**~~

~~**The**~~ This post-MSN DNP builds upon the foundation of the Advanced Practice Registered Nurse (APRN) role. The DNP program is directed toward Family Nurse Practitioners (FNP) and Community Health Clinical Nurse Specialists (CHCNS), closely associated specialty areas (i.e. Adult NP, Adult CNS, Public Health MSN preparation). Other specialty areas will be reviewed on an individual basis. All applicants’ prior course work (including documented academic clinical hours and post-graduate practice experience) will be reviewed, and individual DNP programs of study will be developed. A DNP Admission Committee will review DNP portfolios and applications.”

iv. **College of Science and Technology**

New/Revised Programs:

M.S. Biology (inclusion of BIOL 7521 - Research Methods & BIOL 7530 – Biometry in the core requirements)

Justification: This revision is consistent with the request of biology faculty and graduate students that our curriculum have a more formal structure

for providing writing and analytical skills. Both courses (Biometry and Research Methods) are already offered and are taken by most of our students. The revision simply formalizes the role these courses play as part of our core curriculum. No additional resources are needed; there is no overall change in credit hours. This has been approved by the department curriculum committee and faculty.

MOTION: Dr. Jovanovic stated that the Curriculum Committee approved the New/Revised Program submitted by the College of Science and Technology. Dr. Wu provided the second. The motion to approve the New/Revised Program was passed.

v. College of Business Administration

Information Only:

Preliminary Proposal- Doctor of Philosophy (PhD)-Logistics/Supply Chain Management

Formal Program Proposal- Doctor of Philosophy- Logistics/Supply Chain Management

B. COURSES:

i. Jiann-Ping Hsu College of Public Health

New Courses:

PUBH 6534 Health Policy and Management

PUBH 6535 Social and Behavioral Science and Public Health

PUBH 8130 Advanced Topics in Biostatistics

PUBH 8136 Theoretical Perspectives of the Social and Behavioral Sciences in Public Health

PUBH 9130 Professional Seminar in Biostatistics

PUBH 9132 Community-Based Research in Public Health

COHE 7233 Ecologically Focused Program Evaluation

COHE 7238 Communication for Change

CHBE 9132 Ecological Determinants of Public Health

CHBE 9235 Communication and Advocacy

CHBE 9335 Global Health and Preparedness

CHBE 9630 Doctoral Seminar in Community Health

ENVH 7231 Air Quality

ENVH 7237 Risk Assessment and Communication

ENVH 7238 Environment, Ethics and Equity

EPID 7134 Epidemiologic Research Methods II

EPID 7230 Social Epidemiology and Health Equity

EPID 7233 Principles of Public Health Surveillance

HSPM 7232 Public Health Finance

HSPM 7235 Health Law

HSPM 7236 Health Informatics

PHLD 9334 Financial Management of Public Health Organizations and Programs

Course Revisions:

PUBH 5110G Introduction to Public Health to PUBH 5520G

- *Number, Credit Hour, Catalog Description*
PUBH 6131 Biostatistics to PUBH 6541
- *Number, Credit Hour, Catalog Description*
PUBH 6132 Environmental Health to PUBH 6532
- *Number, Catalog Description*
PUBH 6133 Epidemiology to PUBH 6533
- *Number, Catalog Description*
PUBH 7829 Public Health Capstone Research Project to PUBH 7939
- *Number, Credit Hour*
PUBH 8133 Epidemiological Methods to PUBH 8133 Epidemiologic Methods
- *Title*
PUBH 9133 Community-Based Public Health Program Planning and Evaluation to CHBE 9230 Community-Based Public Health Program Planning and Evaluation
- *Subject, Number*
BIOS 6135 Topics of Inference in Biostatistics
- *Catalog Description*
BIOS 6331 Regression Analysis in Biostatistics
- *Catalog Description*
BIOS 6332 Experimental Design in Biostatistics
- *Catalog Description*
BIOS 6531 Categorical Data Analysis
- *Catalog Description*
BIOS 7231 Clinical Trials Methodology
- *Catalog Description, Prerequisites*
BIOS 7534 Data Management for Biostatistics
- *Catalog Description, Prerequisites*
BIOS 9131 Advanced Statistical Inference for Biostatisticians- I to BIOS 9131 Advanced Statistical Inference for Biostatistics - I
- *Title*
BIOS 9133 Advanced Statistical Inference for Biostatisticians- II to BIOS 9133 Advanced Statistical Inference for Biostatistics - II
- *Title*
COHE 7232 Health Promotion Planning and Evaluation to COHE 7232 Health Promotion Planning
- *Title, Catalog Description*
ENVH 7232 Fundamental of Air and Water Quality to ENVH 7232 Water Quality
- *Title, Catalog Description*
ENVH 7233 Environmental Impact Assessment to ENVH 7233 Environmental Exposure and Impact Analysis
- *Title, Catalog Description*
ENVH 7235 Environmental Sampling to ENVH 7235 Field Methods in Environmental Health
- *Title, Catalog Description*
EPID 7133 Epidemiological Research Methods to EPID 7133 Epidemiologic Research Methods I
- *Title, Catalog Description*

- EPID 7131 Epidemiology of Chronic Disease
 - *Prerequisite*
- EPID 7135 Epidemiology of Infectious Disease
 - *Catalog Description, Prerequisite*
- HSPM 7133 Health Policy, Issues and Ethics to HSPM 7133 Public Health Policy and Ethics
 - *Title*
- HSPM 7135 Health Policy Design, Implementation, and Evaluation to HSPM 7135 Public Health Policy Development and Evaluation
 - *Title*
- HSPM 7230 Health Services Leadership and Strategic Planning to HSPM 7230 Health Leadership and Strategic Planning
 - *Title*
- PHLD 9130 Health Services and Policy Research Methods to PHLD 9130 Public Health Research Methods
 - *Title*
- PHLD 9331 Health Services Policy Regulation, Ethics, and Advocacy to PHLD 9331 Health Policy, Regulation and Ethics
 - *Title*

MOTION: Dr. Jovanovic stated that the Curriculum Committee discussed the New and Revised Courses submitted by Jiann-Ping Hsu College of Public Health and recommended approval. Dr. Kenneth Clark provided the second. The motion to approve the Courses was passed.

ii. College of Education

New Courses:

ESPY 8135 Crisis Intervention and Prevention

Selected Topics Announcements:

ECED 7090 Writing Instruction for Young Children

ESED 7090 Standards-Based Physical Science for High School Teachers

ESED 7090 Trends and Issues in Mathematics Instruction

ESED 7090 Using Literature to Teach Social Studies

FRIT 7090 The Internet in the Classroom

ITEC 7090 The Internet in the Classroom

ITEC 7090 The Virtual School Library

MOTION: Dr. Jovanovic stated that the Curriculum Committee approved the New Course submitted by the College of Education. Dean Hardy provided the second. The motion to approve the New Course was passed.

iii. College of Health and Human Science

New Course:

HLTH 5195G – Clarification of Graduate assignments

MOTION: Dr. Jovanovic stated that the Curriculum Committee discussed and recommended approval for the New Course submitted by the College of Health

and Human Science. Dr. Fitzmorris provided the second. The motion to approve the New Course was passed.

Course Deletion:
HLTH 8430

Justification: A new course has been substituted for this course in the M.S. in Kinesiology.

MOTION: Dr. Jovanovic stated that the Curriculum Committee approved the Course Deletion submitted by the College of Health and Human Science. Dr. Sturges provided the second. The motion to approve the Course Deletion was passed.

iv. College of Science and Technology

New Courses:

MATH 5433G – Differential Geometry of Curves and Surfaces

MATH 7235 – Analytic Number Theory

MATH 7237 – Mathematical Control Theory

MATH 7333 – Complex Analysis

MATH 7334 – Approximation Theory

MATH 7432 – Differential Geometry of Manifolds

MATH 7435 – Elements of Algebraic Topology

TEET 5531 G - Programmable Logic Controllers

TMAE 7237 – Mathematical Control Theory (cross-listed with MATH 7237-
Mathematical Control Theory)

MOTION: Dr. Jovanovic stated the Curriculum Committee approved the New Courses submitted by the College of Science and Technology. Dr. Clark provided the second. The motion was passed.

Course Revisions:

MATH 7234 – Advanced Applied Linear Algebra (title, catalog description, and prerequisite changes)

MATH 7330 – Advanced Applied Analysis (title, catalog description, and prerequisite changes)

MATH 7610 – Graduate Seminar (catalog description and prerequisite changes)

Revisions to prerequisites for MATH courses

MOTION: Dr. Jovanovic stated that the Curriculum Committee discussed and approved the Course Revisions submitted by the College of Science and Technology. Dean Hardy provided the second. The motion was passed.

VI. ROUND TABLE DISCUSSION – There was no round table discussion

VII. DEAN'S UPDATE – Dean Mack announced that he has been working with the Deans to get an estimate of Fall Enrollment of Graduate Students. In Fall 2007 the enrollment was 1,987. As of now it is predicted that there will be an increase

to about 2,056 in Fall 2008. He then stated that he has been working with Mr. Wayne Smith to strike the word "Residency" from the catalog. As discussed in the April 2008 Graduate Committee Meeting there are two different definitions of residency-one of which is a legal definition of residence within the state of Georgia, and the other refers to academic residency. COGS worked with Mr. Smith and the Graduate Program Directors to provide acceptable alternate wording for the academic residency statements in the Catalog. He asked if everyone would review their own recruiting materials and make appropriate changes. There was also a discussion of the Electronic Thesis and Dissertation Program and its transition to D-Space.

VIII. ANNOUNCEMENTS – There were no announcements discussed.

IX. ADJOURNMENT

There being no further business, the meeting was adjourned on May 22, 2008 at 10:05 AM.

Respectfully submitted,

Audie Graham, Recording Secretary

Minutes were approved on June 3, 2008 by electronic vote of Committee Members
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