



**Minutes—September 9, 2010**  
**3:30 pm, Academic Affairs Conference RM 239**

**Members Present:** Shane Spiller, Kirk Atkinson, Nace Magner, Patti Whetstone, Jim Berger, Donald Nims, Alisha Smith, Claus Ernst, Martin Stone, Lawrence Alice, Cynthia Worcester, Michael Ann Williams, Timothy Evans, Robyn Swanson, Katharine Pettit, Dana Bradley, Lauren Bland, Donna Blackburn, Nevil Speer, Sarah Kessler (Council Secretary)

**Members Absent:** Theodore Harden, Barbara Deeb

**Alternate Members Present:** Ellen Schiltz

**Guests Present:** Richard Bowker, Retta Poe, Sylvia Gaiko, Vicki Stayton, Janet Applin, Kay Gandy, Rebecca Stobaugh, Lisa Murley, Pam Petty, Sherry Powers

I. Elect Graduate Council Chair and Vice-Chair for AY 2010-2011.

- A. Nevil Speer elected as chair
- B. Larry Alice elected as vice-chair

II. Appointment of committee chairpersons and members of various committees.

- A. Rules Committee (3 faculty, 1 student): Kirk Atkinson, Martin Stone, Jim Berger, Barbara Deeb
- B. Graduate Student Research Grants (3 faculty, 1 student): Dana Bradley, Michael Ann Williams, Don Nims, Cynthia Worcester
- C. Graduate Faculty (3 faculty) Donna Blackburn, Nace Magner, Timothy Evans
- D. Professional Education Council (1 member): Patti Whetstone

III. Consideration of June 10, 2010 and July 2010 minutes.

The minutes stand approved as distributed.

IV. New Business

- A. Nevil Speer asked for clarification about the four Information Only items from the College of Education and Behavioral Sciences. Retta Poe responded by stating that PEC is ultimately responsible for the approval of non-degree education programs (Rank I, Rank II and Certification-only programs) and is the end point for approval. Further approval is not required, however bringing the agenda items forward as information only allows for inclusion in the catalog.
- B. College of Education and Behavioral Sciences

Information Only	Revise a Program Graduate level non-degree certification-only programs Contact: Retta Poe, retta.poe@wku.edu 5-4662
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Information Only	Revise a Program Non Degree Planned Fifth Year/Rank II in Elementary Education, Ref. #091 Contact: Lisa Murley, <a href="mailto:lisa.murley@wku.edu">lisa.murley@wku.edu</a> 5-8822
Information Only	Revise a Program Non-degree Planned Firth-Year/Rank II Middle Grades Education, Ref. #154 Contact: Rebecca Stobaugh, <a href="mailto:rebecca.stobaugh@wku.edu">rebecca.stobaugh@wku.edu</a> 5-4497
Information Only	Revise a Program Non-degree Planned Fifth-Year/Rank II Secondary Education, Ref. #125 Contact: Rebecca Stobaugh, <a href="mailto:rebecca.stobaugh@wku.edu">rebecca.stobaugh@wku.edu</a> 5-4497
Action *Whetstone/Berger motion for approval passed.	Create a New Course TCHL 520, Principles of Action Research for Teacher Leaders Contact: Kay Gandy, <a href="mailto:kay.gandy@wku.edu">kay.gandy@wku.edu</a> 5-2991
Action *Whetstone/Berger motion for approval of all Teacher Leaders program revisions passed (Ref. #'s 144, 065, 139, 103, 0424, and 0425). Friendly amendments made to 065 MAE Elementary Edu to delete 520 on page 3 and to 0425 MAE Exceptional Edu to add 530.	Revise a Program MAE Interdisciplinary Early Childhood Education (IECE), Ref. #144 Contact: Vicki Stayton, <a href="mailto:vicki.stayton@wku.edu">vicki.stayton@wku.edu</a> 5-3450
Action *Whetstone/Swason motion for approval passed.	Multiple Revisions to a Course TCHL 560, Action Research for Teacher Leaders Contact: Rebecca Stobaugh, <a href="mailto:rebecca.stobaugh@wku.edu">rebecca.stobaugh@wku.edu</a> 5-4497
Action	Revise a Program MAE Elementary Education, Ref. #065 Contact: Lisa Murley, <a href="mailto:lisa.murley@wku.edu">lisa.murley@wku.edu</a> 5-8822
Action	Revise a Program MAE Middle Grades Education, Ref. #139 Contact: Rebecca Stobaugh, <a href="mailto:rebecca.stobaugh@wku.edu">rebecca.stobaugh@wku.edu</a> 5-4497
Action	Revise a Program MAE Secondary Education, Ref. #103 Contact: Rebecca Stobaugh <a href="mailto:rebecca.stobaugh@wku.edu">rebecca.stobaugh@wku.edu</a> 5-4497
Action	Revise a Program MAE Exceptional Education: Learning and Behavior Disorders, Ref. #0424 Contact: Janet Applin <a href="mailto:janet.applin@wku.edu">janet.applin@wku.edu</a> 5-6105

Action	Revise a Program MAE Exceptional Education: Moderate and Severe Disabilities. Ref. #0425 Contact: Janet Applin, <a href="mailto:janet.applin@wku.edu">janet.applin@wku.edu</a> 5-6105
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#### V. Other Business

- A. Don Nims inquired about the GRE/GAP requirements set by the university. Members were reminded that in the Spring of 2009 programs were provided the option to change admission criteria to something other than the GRE.
- B. Graduate Faculty Committee Report
  - a. Berger/Whetstone motion for approval passed.
  - b. Claus Ernst delivered a report from the Graduate Faculty committee regarding the approval process. A meaningful approval and review process should be created. Some examples of a revised policy include:
    - i. All faculty holding a doctoral degree would automatically hold Graduate Faculty membership to teach courses.
    - ii. All faculty with the rank of Professor would automatically hold Graduate Faculty membership to teach courses.
    - iii. If recommended by the department and dean, membership would be automatic. The Graduate Faculty committee would only deal with complaints from faculty if the dean and/or department head will not approve.
    - iv. Graduate Faculty membership could be tied to the hiring process (suggested by Michael Ann Williams).
    - v. Graduate Faculty membership could be tied to promotion and tenure (suggested by Larry Alice).
    - vi. College level approval, rather than a Graduate Council committee, could be established with members from each department (suggested by Martin Stone).

Patti Whetstone asked if a committee is necessary. Richard Bowker commented that the system sometimes breaks, thus we do need to have a committee; but the process of Graduate Faculty appointment does need to be reviewed. We should look at how other universities are handling Graduate Faculty and the process needs to be controlled by the faculty.

Nevil Speer recommended that a committee be formed to outline the shortfalls of the process and document problems to bring forward to Graduate Council. Dana Bradley reminded the Council to consider Clinical Ranks in the review process. Nevil Speer, Richard Bowker, and Sarah Kessler will work on assembling a Task Force to review the process.

- C. Report from Graduate Dean.
  - a. Acknowledged and thanked everyone who worked on developing the Teacher Leader programs.
  - b. Graduate enrollment is 3,051 (up 2 from last year at this time) and the total university enrollment is 21,017.
  - c. The Provost is going to provide \$1 million for Graduate Teaching Assistants (GTA). The addition of GTA's is to provide faculty time to conduct research. The deans are tasked with writing plans for the Provost to review for distribution of funding.
  - d. Guidance is needed regarding the age of courses to be applied to degree programs. How old is too old for applying courses to degree programs?
  - e. A committee will be assembled to deal with exceptions of various kinds.
  - f. Guidance is needed for Graduate Assistantships applications. Should letters of recommendation be required?

#### VI. Adjournment 4:43 pm