



Graduate Council

Agenda—Thursday, November 9, 2017, 3:00 p.m.
Academic Affairs Conference Room WAB 239

1. Call to Order
2. Consideration of October 12, 2017 minutes (Appendix A)
3. Graduate Enrollment Report (Appendix B)
4. Committee Reports
 - a. Policy Committee
 - b. Curriculum Committee (Appendix C)
 - c. Student Research Grants Committee
5. Report from Dean of the Graduate School
6. Public Comments
7. Announcements & Adjourn
 - Graduate Tailgate for MTSU game: Friday, November 17, 2017
 - Lunch & Learn: Wednesday, November 29, 2017

APPENDIX A



Graduate Council
Minutes - October 12, 2017, 3:00 p.m.
Academic Affairs Conference Room WAB 239

Members Present: Kirk Atkinson, Martha Day, Carl Dick, Dominic Lanphier, Richard Dressler, Laurie Branstetter, Amy Cappiccie, Kristie Guffey, Ron Mitchell, Scott Lyons, Kristin Wilson, Justanun Tillman, Divya Gangavelli, Clarissa Lighsy, Allie Crume, Mercy Ebusetse, Eric Reed, Wes Berry, Ann Ferrell, Molly Kerby

Members Absent: Carl Myers, Leyla Zhuhadar, Alex Lebedinsky, Chris Groves

Guests: Sylvia Gaiko, Scott Gordon, Colette Chelf, Laura Burchfield, Lance Hahn, Cathleen Webb, Danita Kelley, Andrea Pasanelli, Veletta Ogaz, Bob Hatfield

1. Call to Order *Wilson
2. Consideration of September 14, 2017 minutes
*Atkinson/Guffey motion to approve; amendment to include Steve Wininger, Carl Myers, and Mercy Ebusetse to attendance list; passed.
3. Graduate Enrollment Report (see attached pdf)
*Lyons reported that there would still be more students to register before Census and that we will likely be down 60 students primarily due to the Geopolitical climate.
4. Committee Reports
 - a. Policy Committee
*No Report.
*Mitchel commented that the Dean would like the Policy Committee to take back up the Admission's Policy; Lyons has Mitchell's draft, will make suggestions, and the Policy Committee can look it over at next month's meeting; Atkinsons inquired about the policy regarding students who already have a degree vs undergraduate gpa and it falls under the same policy.
 - b. Curriculum Committee (Appendix B)
*Atkinson discussed utilizing Courseleaf and it worked quite well in its transitionary period; commented that it will be time consuming to click and

approve each one.

*Atkinson makes a motion to approve agenda as sent electronically.

*Atkinson addressed concerns that the strike through is not in different colors.

*Chelf explains that rollback is if it is voted down and it goes back through workflow; If it is approved then it will go to Senate; shows approval screen and how you can see where a proposal is in the approval process; Atkinson explains how he will try to make friendly amendments at the current level in order to keep it moving; Wilson says it will be rolled back for substantial changes; The two links are separate; The courses feed straight to banner and program changes go to the catalog; Chelf states that the way they see on their approval screen is the packet. It is just no longer on paper; Dressler asks if he is a reviewer for the curriculum committee how he can make notes; Chelf explains that the program does not have a way to make notes on the proposal. Wherever the proposal is you can click the yellow button and it will email whomever it needs to go to.

*Kristin moves to vote on the consent agenda; approved.

*Dick inquired about duplicated learning outcomes and Wilson informed him it had been fixed.

*Chelf announced the report was successfully sent to the Senate.

c. Student Research Grants Committee

*Berry stated that the deadline for student research grants is coming up.

5. Report from Dean of the Graduate School

*Lyons reports on Lunch & Learn events; Cocktail hour with Graduate Advisors on October 26th; Graduate School IMPACT Speaker Series on November 2 with President Caboni; Tentative tailgating on Friday, November 17; Graduate School twitter chat with Corie Martin; launched rotating Facebook ad campaign; addressed part-time status for summer GAs and that they still only have to be registered for one hour in the summer; addresses how undergraduates planning to take graduate courses did not graduate in the spring as expected but they still managed to start taking classes this fall.

*Lyons reported on the appeals which have been reconciled from 2014 to the present; there were 680 appeals and 93% have been approved; 340 of the appeals came from two colleges; Dr. Reed suggests the council takes up how the departments use appeals to prevent having to change their curriculum and Lyons agrees.

*Lyons reported on the Program of Study which is in testing and bugs were found; it has been fixed and is back in testing for a second go round; testing will also be taking place within The Graduate School.

*Ogaz asked if courses would have to be put in the Program of Study and they will be. Branstetter asked if it could be pre-populated and Chelf stated that it is not possible; Branstetter asked if the program of study can be edited and requests it be made editable; Lyons will pass on the request to IT.

*RFP for enrollment management software is still active and the deadline is November 1; three will be invited to campus to show their products.

*Every GA agreement submitted by the deadline was done by the first day of the semester; Lyons is working on how the GA process will be paperless

*Reported that Laura Upchurch has taken another job and to have patience with records.

*GA was hired in the Graduate School to work on PR and Marketing.

6. Public Comments

*None

7. Announcements & Adjourn

- a. Regent Election Thursday, October 12, 2017
- b. President Caboni will address the new budget and funding model for WKU at the next Senate meeting at 3:45 pm on Thursday, October 19th.

APPENDIX B

Graduate School final Fall 2017 enrollment report

Final enrollment was 2601, which is -75 compared to the Fall 2016 census data.

Overall enrollment:

Enrollment by Selected Category

Semester ▲	Fall					
Term Description ▲	Census 2012	Census 2013	Census 2014	Census 2015	Census 2016	Census 2017
Selected Category ▲	(N)	(N)	(N)	(N)	(N)	(N)
GR	3,009	2,939	2,719	2,753	2,676	2,601
Total	3,009	2,939	2,719	2,753	2,676	2,601

By residency:

Enrollment by Selected Category

Semester ▲	Fall					
Term Description ▲	Census 2012	Census 2013	Census 2014	Census 2015	Census 2016	Census 2017
Selected Category ▲	(N)	(N)	(N)	(N)	(N)	(N)
Academic Common Market	-	1	-	-	-	-
Foreign Student	249	251	254	317	294	198
Military	-	-	-	9	110	155
Non-res TN Cnty (Scholarship)	43	50	40	36	24	42
Nonresident	596	649	610	568	527	474
Resident	2,088	1,952	1,780	1,785	1,694	1,697
Resident (Exchange Student)	3	-	-	-	-	-
Undeclared	30	36	35	38	27	35
Total	3,009	2,939	2,719	2,753	2,676	2,601

By degree type:

Enrollment by Selected Category

Semester ▲	Fall					
Term Description ▲	Census 2012	Census 2013	Census 2014	Census 2015	Census 2016	Census 2017
Selected Category ▲	(N)	(N)	(N)	(N)	(N)	(N)
Doctorate	146	212	242	289	291	302
Graduate Certificate	261	216	183	210	193	188
Masters	2,324	2,271	2,088	2,055	2,028	1,921
Non-Degree	192	176	137	128	93	121
Rank	64	38	42	44	41	39
Specialist	22	26	27	27	30	30
Total	3,009	2,939	2,719	2,753	2,676	2,601

By academic college:

Enrollment by Selected Category

Semester ▲	Fall					
Term Description ▲	Census 2012	Census 2013	Census 2014	Census 2015	Census 2016	Census 2017
Selected Category ▲	(N)	(N)	(N)	(N)	(N)	(N)
College of Education and Behavioral Sciences	1,126	978	829	807	734	744
College of Health and Human Services	1,029	1,175	1,099	1,050	983	963
Exploratory Studies	71	25	23	20	20	15
Gordon Ford College of Business	106	141	143	150	143	113
Ogden College of Science and Engineering	299	275	298	310	309	250
Potter College of Arts & Letters	264	234	214	196	165	163
University College	114	111	113	220	322	353
Total	3,009	2,939	2,719	2,753	2,676	2,601

By department (sorted alphabetically):

Semester	Selected Category	2012	2013	2014	2015	2016	2017
Fall	99AR: Exploratory/Undeclared	4	2	5	8	2	3
Fall	99BU: Exploratory/Undeclared	83	111	115	118	115	94
Fall	99ED: Exploratory/Undeclared	149	150	143	140	124	126
Fall	99HH: Exploratory/Undeclared	62	93	67	57	39	72
Fall	99IS: Exploratory/Undeclared	9	18	12	17	12	10
Fall	99SC: Exploratory/Undeclared	11	11	9	7	8	4
Fall	Accounting	2	7	11	6	7	7
Fall	Agriculture	20	11	18	12	27	29
Fall	Applied Human Sciences	19	15	14	12	16	27
Fall	Art	2	2	6	2	1	
Fall	Biology	49	51	43	32	32	35
Fall	Chemistry	35	30	26	30	29	23
Fall	Communication	35	23	25	23	14	17
Fall	Communication Sciences and Disorders	226	221	203	180	173	177
Fall	Counseling and Student Affairs	134	145	131	111	96	97
Fall	Diversity and Community Studies	42	39	37	38	41	29
Fall	Economics	21	23	17	26	21	12
Fall	Ed Admin, Leadership, and Research	223	156	117	141	117	121
Fall	English	43	31	27	27	32	31
Fall	Folk Studies and Anthropology	30	30	24	21	17	18
Fall	Geography and Geology	38	33	28	27	27	24

Fall	Graduate College Office	71	25	23	20	20	15
Fall	History	39	38	35	23	17	22
Fall	Kinesiology, Recreation, and Sport	248	284	272	261	248	209
Fall	Mathematics	34	43	42	36	45	38
Fall	Music	15	15	17	21	23	15
Fall	Philosophy and Religion	8	10	5	6	3	1
Fall	Physical Therapy		30	60	90	91	87
Fall	Physics and Astronomy	14	9	7	9	8	7
Fall	Political Science	55	53	44	43	32	22
Fall	Psychological Sciences			38	29	23	22
Fall	Psychology	66	81	47	54	67	74
Fall	Public Health	122	149	149	140	144	137
Fall	School of Engineering and Applied Sciences	98	87	87	128	110	68
Fall	School of Nursing	235	255	221	198	163	155
Fall	School of Professional Studies	63	54	64	165	269	314
Fall	School of Teacher Education	554	446	391	361	330	326
Fall	Social Work	117	128	113	112	109	99
Fall	Sociology	33	30	26	22	24	34
Fall	Total	3,009	2,939	2,719	2,753	2,676	2,601

By academic program (sorted alphabetically):

Semester	Selected Category	2012	2013	2014	2015	2016	2017
Fall	Total	3,009	2,939	2,719	2,753	2,676	2,601
Fall	Accountancy, MACC (#0445)	2	7	11	6	7	7

Fall	Adult Education, CER (#0450)		2	2		6	5
Fall	Adult Education, MAE (#047)	44	49	42	26	15	17
Fall	Advanced Worksite Health Promotion, CER (#0465)				1	1	1
Fall	Aging Studies, CER (#0419)	9	5	4	4	1	3
Fall	Agriculture, MS (#052)	20	11	18	12	27	29
Fall	Applied Economics, MA (#0410)	21	23	17	26	21	11
Fall	Applied Psychology, PSYD (#0476)				12	19	28
Fall	Art Education for Teacher Leaders, MAE (#0443)~	2	2	6	2	1	
Fall	Autism Spectrum Disorders, CER (#0441)	7	8	5	2	2	2
Fall	Biology for Teacher Leaders, MAE (#0442)	1	2	1	2	2	1
Fall	Biology, MS (#056)	48	49	42	30	30	34
Fall	Brewing and Distilling Arts & Sciences, CER (#0486)						1
Fall	Business Administration, MBA (#057)	82	106	110	116	110	87
Fall	Business Core Competencies, CER (#0487)					1	2
Fall	Business Sustainability, CER (#0474)					1	1
Fall	Career Counseling, CER (#0440)~	4	5	5			
Fall	Career Services, CER (#0468)			5	6	1	4
Fall	Chemistry, MS (#059)	35	30	26	30	29	23
Fall	Child and Family Studies, MS (#0489)					5	14
Fall	College and Career Readiness, CER (#1737)						4
Fall	Communicating in Organizations, CER (#0471)				3	1	4
Fall	Communication Disorders, MS (#114)~	220	213	131	40	4	1
Fall	Communication Disorders, R1 (#164)~	6	8	4	4	7	
Fall	Communication, MA (#109)~	23	6	2			
Fall	Community College Faculty Preparation, CER (#162)	1	1		2		2

Fall	Computer Science, MS (#117)	46	33	30	54	51	39
Fall	Counseling, C (#159)	15	18	12	7	4	2
Fall	Counseling, MAE (#043)	32	38	32	34	41	35
Fall	Counselor Education, EDS (#112)		1				
Fall	Creative Writing, MFA (#0478)				6	13	13
Fall	Criminology, MA (#0421)	11	14	17	15	18	22
Fall	Dietetic Practice, CER (#0451)	10	10	10	8	10	10
Fall	Director of Special Education, R1 (#0426)	5	3	7	1		2
Fall	Early Childhood Education, R1 (#156)	1					
Fall	Economic Data Analytics, CER (#0491)						1
Fall	Education and Behavioral Science Studies, MAE (#042)	2	4	6	1	6	6
Fall	Education/UL, CD (#142)	1	1	1			
Fall	Educational Leadership, C (#131)	135	92	54	79	67	66
Fall	Educational Leadership, EDD (#0010)	113	124	121	122	109	106
Fall	Educational Technology, CER (#167)	2	1	6	2		5
Fall	Elementary Education for Teacher Leaders, MAE (#0433)	66	67	61	70	46	38
Fall	Elementary Education Teacher Leader, R2 (#0430)	1	1	1			
Fall	Elementary Education, EDS (#118)~	3	1			1	1
Fall	Elementary Education, MAE (#065)~	33	1				
Fall	Elementary Education, R1 (#084)	3	6	4	2	4	4
Fall	Elementary Education, R2 (#091)~	4					
Fall	Elementary Math Specialization, P-5, CER (#0485)						2
Fall	Engineering Technology Management, MS (#0447)	41	48	50	71	55	28
Fall	English, MA (#067)	39	27	24	18	17	18
Fall	Environmental and Occupational Health Science, MS (#0473)				16	19	16

Fall	Environmental Health and Safety, CER (#0427)	1	3	3	3	2	2
Fall	Exceptional Education - LBD, MAE (#0424)~	42	9		1	1	
Fall	Exceptional Education - MSD, MAE (#0425)~	8	1				
Fall	Exceptional Education, MAE (#107)~	3					
Fall	Facility and Event Management, CER (#0455)	6	2	1	1	6	5
Fall	Family Nurse Practitioner (Post MSN), CER (#0449)	7	5	3	7	10	13
Fall	Folk Studies, MA (#069)	28	29	23	20	17	17
Fall	Gender and Women's Studies, CER (#1712)	4	8	6	10	14	9
Fall	Geographic Information Science, CER (#203)	2	1				
Fall	Geography Education for Teacher Leaders, MAE (#0444)					1	
Fall	Geoscience, MS (#072)	36	32	28	27	26	24
Fall	Gifted Education and Talent Development, EDS (#0490)						4
Fall	Gifted Education and Talent Development, MAE (#0482)				4	22	22
Fall	Health Administration, MHA (#153)	63	78	75	69	70	54
Fall	Historic Preservation, CER (#0423)	2	1	1	1		1
Fall	History Education, MAE (#111)~	2	1				
Fall	History, MA (#078)	37	37	35	23	17	22
Fall	Homeland Security Sciences, MS (#0413)	14	9	7	9	8	7
Fall	Instructional Design, CER (#0418)	5	5	8	9	9	2
Fall	Instructional Design, MS (#0428)	3	10	18	21	18	8
Fall	Instructional Leadership, School Principal, MAE (#151)~	20	2				
Fall	Intercollegiate Athletic Administration, CER (#0481)				5		5
Fall	Interdisciplinary Early Childhood Education, Birth to Primary, for Teacher Leaders, MAE (#0461)	1	4	5	4	5	4

Fall	Interdisciplinary Early Childhood Education, Birth to Primary, Initial Certification, MAT (#0460)	1	9	11	6	6	10
Fall	Interdisciplinary Early Childhood Education, MAE (#0436)~	12	1				
Fall	Interim Non-Degree, ND (#128)	9					
Fall	International Student Services, CER (#0415)	1	2	6	6	1	1
Fall	Kinesiology, MS (#0454)	4	13	22	15	18	22
Fall	Leadership Dynamics, MA (#0422)~	44	17	1	1		
Fall	Leadership Studies, CER (#163)~	19	12	4		1	
Fall	Leadership Studies, MA (#0464)~		25	20	4	1	
Fall	Lean Sigma, CER (#0452)			4	2	3	
Fall	Library Media Education, MS (#083)	110	89	62	73	78	67
Fall	Library Media Education, R1 (#0429)	2	1	3	3	1	1
Fall	Literacy Education, MAE (#044)	22	15	17	16	13	11
Fall	Literacy in Post-secondary Settings, CER (#0462)	1	1	3	3		
Fall	Mathematics, MA (#049)	22	32	33	26	30	26
Fall	Mathematics, MS (#085)	12	11	9	10	15	12
Fall	Measurement, Evaluation and Research, CER (#0488)						1
Fall	Middle Grades Education for Initial Certification, MAT (#0458)		1	2	3	2	1
Fall	Middle Grades Education for Teacher Leaders, MAE (#0434)	17	17	19	21	29	21
Fall	Middle Grades Education, MAE (#139)~	4	1				
Fall	Middle Grades Education, R1 (#158)	2	2				
Fall	Middle Grades Education, R2 (#154)~	1					
Fall	MSD Certification, C (#0477)~				2		
Fall	Music Education for Teacher Leaders, MAE (#0439)~	7	1				

Fall	Music Education, MAE (#089)~	3					
Fall	Music, MM (#0453)	5	14	17	21	23	15
Fall	Non-Degree Arts and Letters, ND (#0002)	4	2	5	8	2	3
Fall	Non-Degree Business, ND (#0001)	1	5	5	2	3	4
Fall	Non-Degree Education, ND (#0005)	34	22	16	17	9	14
Fall	Non-Degree Health and Human Services, ND (#0003)	62	93	67	57	39	72
Fall	Non-Degree Science, ND (#0004)	11	11	9	7	8	3
Fall	Non-Degree University College, ND (#0006)	9	18	12	17	12	10
Fall	Nonprofit Administration, CER (#0463)		11	12	10	7	4
Fall	Not Pursuing a Degree, ND (#126)	62	25	23	20	20	15
Fall	Nurse Administrator (Post MSN), CER (#0420)				1		
Fall	Nursing Education (Post MSN), CER (#172)	3		2	1	1	
Fall	Nursing Practice, DNP (#0011)	32	57	60	65	72	81
Fall	Nursing, MSN (#149)	193	193	156	119	71	50
Fall	Organizational Communication, CER (#175)~	2	1	2			
Fall	Organizational Communication, MA (#0012)	10	16	21	20	13	13
Fall	Organizational Leadership, CER (#1723)			7	8	16	4
Fall	Organizational Leadership, MA (#0467)			32	152	251	310
Fall	Physical Education, MS (#090)~	20	2				
Fall	Physical Therapy, DPT (#0013)		30	60	90	91	87
Fall	Psychiatric Mental Health Nurse Practitioner, CER (#0479)				5	9	11
Fall	Psychology, MA (#092)	50	59	24	20	23	22
Fall	Psychology, MS (#0469)			38	29	23	22
Fall	Public Administration, MPA (#051)	55	53	44	43	32	22
Fall	Public Health, MPH (#152)	58	68	71	51	52	64
Fall	Recreation and Sport Administration, MS (#095)	218	256	237	230	217	173

Fall	Religious Studies, MA (#0446)	8	10	5	6	3	1
Fall	School Administration, EDS (#098)	3	2	3	5	4	1
Fall	School Administration, R1 (#121)	19	7	15	29	25	29
Fall	School Counseling, MAE (#046)	37	41	20	13	13	16
Fall	School Psychology, EDS (#147)	16	22	23	22	25	24
Fall	Secondary Education for Initial Certification, MAT (#0495)		10	16	16	14	16
Fall	Secondary Education for Teacher Leaders, MAE (#0435)	28	42	42	27	22	28
Fall	Secondary Education Teacher Leader, R2 (#0432)			1			
Fall	Secondary Education, EDS (#119)~			1			
Fall	Secondary Education, MAE (#103)~	16	1	1			
Fall	Secondary Education, R1 (#124)	3	2	2	3	2	2
Fall	Secondary Education, R2 (#125)~	3					
Fall	Social Responsibility and Sustainable Communities, MA (#0448)	38	31	31	28	27	20
Fall	Social Work, MSW (#157)	117	128	113	112	109	99
Fall	Sociology, MA (#105)	22	16	9	7	6	12
Fall	Special Education for Teacher Leaders: Learning and Behavioral Disorders, MAE (#0457)	5	19	24	20	20	44
Fall	Special Education Initial Certification: Learning and Behavioral Disorders, MAT (#0456)	2	14	15	12	11	7
Fall	Special Education, LBD, MAE (#0437)~	78	42	15	7		
Fall	Special Education: Moderate and Severe Disabilities, MAE (#0438)	39	44	27	14	7	9
Fall	Speech-Language Pathology, MS (#0466)			68	136	162	176
Fall	Standard Guidance - Rank 1, R1 (#048)	14	8	5	2	2	1
Fall	Student Affairs in Higher Education, MAE (#145)	31	32	46	43	34	34
Fall	Teacher Education, C (#132)	21	18	15	19	17	15

Fall	Teaching English to Speakers of Other Languages, CER (#0416)	4	4	3	3	2	
Fall	Technology Management, MS (#045)~	11	6	3	1	1	1

APPENDIX C

Graduate Council Program and Curriculum Committee (GCC)

Report to the Graduate Council

Date: September 5, 2019

GCC Meeting: November 2, 2017

From: Kirk Atkinson, Chair

November 9, 2017 Graduate Council

Consent Agenda Report. The GCC deals with actionable items using the Course Inventory Management (CIM) System. The electronic approval process will then forward for approval to the Chair, Graduate Council. Minutes along with the approved agenda of each meeting will be posted on [GCCC web site](#).

Voting Members Present: Kirk Atkinson, Martha Day, Richard Dressler, Kristie Guffey, Ann Ferrell

Guest: Collette Chelf, Shannon Vaughan, Danita Kelley, Ken Crawford, Kathy Croxall

In order to review program and course revisions, click on the links below and enter your WKU log-in credentials. You will be logged into the CourseLeaf system. Type "Graduate Council" in the search string, and all the programs or courses under review by the Graduate Council will populate. Double click on the program or course to review. Additions are denoted with green font. Deletions are denoted with red font.

Program Proposals: <https://nextcatalog.wku.edu/programadmin/>

Course Proposals: <https://nextcatalog.wku.edu/courseadmin/>

Note: Programs and courses are found on separate screens. If you click to view program proposals, you will not see course revisions.

For October, there are 11 course changes and 2 program changes (suspensions).