Graduate Council

Agenda—Thursday, November 12, 2020, 2:30 p.m.

Join Zoom Meeting
https://wku.zoom.us/j/99390822962?pwd=cS9qZ2JXOThmQitDTGdNSElXYWl2dz09
Meeting ID: 993 9082 2962
Passcode: 063461

1. Call to Order

2. Overview of the Updates to Faculty Governance Forms and Workflow (Rheanna Plemons)

3. Consideration of October 8, 2020, minutes (APPENDIX A)

4. Graduate Enrollment Report (APPENDIX B)

5. Report from Graduate Council Executive Committee

6. Committee Reports

    a. Policy Committee (No Report)

    b. Curriculum Committee (APPENDIX C)

    c. Student Research Grants Committee (No Report)

7. Report from the Associate Provost of Research and Graduate Education (APPENDIX D)

8. Public Comments

9. Announcements & Adjourn

WKU

Graduate Council
Minutes —Thursday, October 8 2020, 2:30 p.m.
Via Zoom

Members Present: Aaron Hughey, Ranjit Koodali, Adam West, Ray Blankenship, Carl Dick, Richard Schugart, Dana Sullivan, Marla Zubel, Jordan Constant, Hannah Cady, Scott Arnett, Dawn Wright, Martha Day, Cheryl Hopson, Marko Dumancic, Diane Lickenbrock, Sarah Ochs

Members Absent: Helen Liang, Lily Zhuhadar, Phillip Hogan, Camille Acosta, Angela Dolan, Alex Broskey

Guest: Cathleen Webb, Jennifer Hammonds, Scott Gordon, Colette Chelf, Danita Kelley, Merrall Price, Gary Houchens, Evelyn Thrasher, Dana Cosby, Ann Ferrell

1. Call to Order *Hughey

2. Consideration of September 10, 2020, minutes (APPENDIX A) *Lickenbrock/Dick; approved.

3. Graduate Enrollment Report (APPENDIX B) *Gordon provided an update on the Graduate Enrollment Report.

4. Report from Graduate Council Executive Committee *Hughey summarized the committee discussions.

5. Committee Reports
a. Policy Committee (APPENDIX C) *Dick discussed a new Graduate Catalog (Graduate Certificate) Policy. Dick made a motion to bundle; approved.

b. Curriculum Committee (APPENDIX D) *Day reminded the council that someone needs to come represent a proposal. Hopson/Schugart; approved.

c. Student Research Grants Committee *Lickenbrock encouraged graduate council members to complete the ORCA survey.

6. Report from the Associate Provost of Research and Graduate Education
*Koodali would like to meet with the Research Grant Committee to discuss the research budget. *The survey is open and for us to understand the effect of COVID on research. *Gordon is working on a number of virtual recruitment fairs. *Koodali is also working towards a Grad Success Workshop.

7. Public Comments

8. Announcements & Adjourn *Dumancic/Dick; adjourn.

APPENDIX B

Graduate Enrollment Report

Graduate Enrollment (Excluding Study Abroad): Fall 2016-Fall 2020 at Census	Fall 2018 23OCT2018		Fall 2019 25OCT2019		Fall 2020 23OCT2020		Diff F19 to F20	
	N	Credit Hours	N	Credit Hours	N	Credit Hours	N	Credit Hours
All	2,426	16,916	2,277	15,641	2,231	15,378	-46	-263

Graduate Enrollment by Residency (Excluding Study Abroad): Fall 2016-Fall 2020 at Census	Fall 2018 23OCT2018		Fall 2019 25OCT2019		Fall 2020 23OCT2020		Diff F19 to F20	
	N	Credit Hours	N	Credit Hours	N	Credit Hours	N	Credit Hours
Residency								
Foreign Student	109	915	88	653	56	413	-32	-240
Military ($250/Cr Hr)	175	861	212	957	241	1,176	29	219
Military Resident	81	576	108	791	139	1,043	31	252
Non-res TN Cnty (Scholarship)	41	342	36	317	45	389	9	72
Nonresident	467	3,680	447	3,533	381	3,079	-66	-454
P-12	339	1,696	247	1,192	306	1,535	59	343
Resident	1,191	8,717	1,107	8,010	1,041	7,597	-66	-413
Undeclared	23	130	32	191	22	147	-10	-44
All	2,426	16,916	2,277	15,641	2,231	15,378	-46	-263

Graduate Enrollment by Degree Type (Excluding Study Abroad): Fall 2016-Fall 2020 at Census	Fall 2018 23OCT2018		Fall 2019 25OCT2019		Fall 2020 23OCT2020		Diff F19 to F20	
	N	Credit Hours	N	Credit Hours	N	Credit Hours	N	Credit Hours
Primary Graduate Degree Type								
Graduate Certificate	93	442	106	537	107	487	1	-50
Doctorate	298	2,777	296	2,756	291	2,291	-5	-465
Certification Only	69	336	54	246	78	388	24	142
Master's	1,820	12,602	1,633	11,188	1,584	11,418	-49	230
Non-Degree	71	262	132	527	86	267	-46	-260
Rank I/II	44	228	22	105	32	191	10	86
Specialist	31	270	34	283	53	336	19	53
All	2,426	16,916	2,277	15,641	2,231	15,378	-46	-263

Graduate Enrollment by College (Excluding Study Abroad): Fall 2016-Fall 2020 at Census	Fall 2018 23OCT2018		Fall 2019 25OCT2019		Fall 2020 23OCT2020		Diff F19 to F20	
	N	Credit Hours	N	Credit Hours	N	Credit Hours	N	Credit Hours
College								
College of Education and Behavioral Sciences	965	5,556	929	5,177	936	5,166	7	-11
College of Health and Human Services	907	7,653	879	7,423	785	6,584	-94	-839
Gordon Ford College of Business	141	1,150	102	756	176	1,459	74	703
Graduate College	20	76	29	105	21	66	-8	-39
Ogden College of Science and Engineering	219	1,365	187	1,186	171	1,143	-16	-43
Potter College of Arts & Letters	174	1,117	151	994	142	962	-9	-32
All	2,426	16,916	2,277	15,641	2,231	15,378	-46	-263

Graduate Enrollment by Department (Excluding Study Abroad): Fall 2016-Fall 2020 at Census	Fall 2018 23OCT2018		Fall 2019 25OCT2019		Fall 2020 23OCT2020		Diff F19 to F20	
	N	Credit Hours	N	Credit Hours	N	Credit Hours	N	Credit Hours
Department								
99AR: Exploratory/Undeclared	2	6	2	6	2	6	0	0
99BU: Exploratory/Undeclared	105	777	78	545	147	1,164	69	619
99ED: Exploratory/Undeclared	9	54	35	115	4	12	-31	-103
99HH: Exploratory/Undeclared	39	129	66	295	58	174	-8	-121
99IS: Exploratory/Undeclared								
99SC: Exploratory/Undeclared	4	15	2	6	1	8	-1	2
Accounting	20	234	10	120	12	147	2	27
Agriculture and Food Science	30	130	14	84	7	60	-7	-24
Applied Human Sciences	28	153	21	135	20	111	-1	-24
Art								
Biology	46	296	55	334	49	305	-6	-29
Chemistry	22	166	22	143	14	102	-8	-41
Communication	22	132	19	114	17	117	-2	3
Communication Sciences and Disorders	178	1,607	181	1,674	174	1,745	-7	71
Counseling and Student Affairs	105	825	114	956	121	984	7	28
Earth, Environmental, & Atmospheric Sci	25	142	14	67	10	60	-4	-7
Economics	16	139	14	92	17	148	3	56
Ed Admin, Leadership, and Research	501	2,700	470	2,345	442	2,223	-28	-122
English	34	223	28	208	27	202	-1	-6
Folk Studies and Anthropology	11	82	10	78	12	93	2	15
GRAD	20	76	29	105	21	66	-8	-39
History	21	109	17	99	21	123	4	24
Mathematics	29	161	19	111	24	145	5	34
Music	17	131	15	110	14	103	-1	-7
Philosophy and Religion	1	1						
Physical Therapy	90	1,456	88	1,438	88	1,109	0	-329
Physics and Astronomy	4	32	3	28	4	31	1	3

Political Science	22	165	12	105	22	156	10	51
Psychological Sciences	25	217	25	236	30	259	5	23
Psychology	67	549	72	584	74	597	2	13
Public Health	131	902	116	774	102	695	-14	-79
School of Engineering and Applied Sci	34	206	33	177	32	173	-1	-4
School of Kinesiology, Recreation, & Sport	177	1,189	159	1,064	121	820	-38	-244
School of Nursing and Allied Health	163	1,098	149	1,008	121	823	-28	-185
School of Professional Studies								
School of Teacher Education	283	1,428	238	1,178	295	1,350	57	172
Social Work	101	1,119	99	1,035	101	1,107	2	72
Sociology and Criminology	44	268	48	274	27	162	-21	-112
All	2,426	16,916	2,277	15,641	2,231	15,378	-46	-263

Graduate Enrollment by College, Department and Program (Excluding Study Abroad): Fall 2016-Fall 2020 at Census	Fall 2018		Fall 2019		Fall 2020		Diff	
	23OCT2018		25OCT2019		23OCT2020		F19 to F20	
	N	Credit Hours	N	Credit Hours	N	Credit Hours	N	Credit Hours
Program								
Accountancy, MACC (#0445)	20	234	10	120	12	147	2	27
Addictions ed, CER (#0492)			2	9	2	9	0	0
Adult ed, CER (#0450)	5	21	2	9	3	12	1	3
Adult ed, MAE (#047)	15	79	15	81	11	54	-4	-27
Aging Studies, CER (#0419)~	1	3						
Agriculture, MS (#052)	30	130	14	84	7	60	-7	-24
Applied Economics, MA (#0410)	16	139	12	86	17	148	5	62
Applied Psychology, PSYD (#0476)	24	147	28	166	31	183	3	17
Art ed for Teacher Leaders, MAE (#0443)~								
Autism Spectrum Disorders, CER (#0441)~	2	12	1	6	0	0	-1	-6
Biology for Teacher Leaders, MAE (#0442)~	2	12	0	0	1	3	1	3

Program								
Biology, CER (#0493)	3	20	14	72	17	87	3	15
Biology, MS (#056)	41	264	41	262	31	215	-10	-47
Brewing and Distilling Arts & Sci, CER (#0486)			0	0	1	8	1	8
Business Administration, MBA (#057)	94	719	69	482	139	1,118	70	636
Business Core Competencies, CER (#0487)	8	38	7	45	6	35	-1	-10
Business Sustainability, CER (#0474)	1	3	1	6	1	3	0	-3
Career Services, CER (#0468)	1	6	1	3	1	6	0	3
Chemistry, MS (#059)	22	166	22	143	14	102	-8	-41
Child and Family Studies, MS (#0489)	17	90	13	87	12	84	-1	-3
College and Career Readiness, CER (#1737)	3	12	3	15	1	3	-2	-12
Communicating in Healthcare, CER (#0475)	1	3	0	0	2	9	2	9
Communicating in Organizations, CER (#0471)	3	9	4	12	1	6	-3	-6
Computer Sci, MS (#117)	14	125	10	70	9	57	-1	-13
Counseling, C (#159)	8	33	4	18	10	39	6	21
Counseling, MAE (#043)	47	438	60	597	67	642	7	45
Creative Writing, MFA (#0478)	14	115	14	115	12	108	-2	-7
Criminology, MA (#0421)~	13	60	16	75	9	40	-7	-35
Dietetic Practice, CER (#0451)	10	60	8	48	8	27	0	-21
Director of Special Ed, R1 (#0426)	4	21	1	6	2	13	1	7
Economic Data Analytics, CER (#0491)			2	6	0	0	-2	-6
Ed and Behavioral Sci Studies, MAE (#042)~	5	36	3	12	0	0	-3	-12
Ed Leadership, C (#131)	41	228	32	167	37	238	5	71
Ed Leadership, EDD (#0010)	95	466	99	483	100	456	1	-27
Ed Technology, CER (#167)~	1	6						
Elementary Ed for Teacher Leaders, MAE (#0433)	24	131	16	64	22	100	6	36
Elementary Ed, R1 (#084)	2	9	3	12	3	9	0	-3
Elementary Math Specialization, P-5, CER (#0485)			0	0	3	9	3	9
Engineering Technology Management, MS (#0447)	15	58	21	98	22	110	1	12
English, MA (#067)	16	89	12	84	12	82	0	-2
Environmental Health and Safety, CER (#0427)	1	6	2	18	0	0	-2	-18
Envr and Occupational Health Sci, MS (#0473)	13	117	16	135	17	117	1	-18
Facility and Event Management, CER (#0455)	3	9	1	6	2	9	1	3

Program							
Family Nurse Practitioner (Post MSN), CER (#0449)	8	44	6	38	5	32	-1	-6
Folk Studies, MA (#069)	11	82	9	75	11	90	2	15
Gender and Women's Studies, CER (#1712)	2	13	2	9	3	12	1	3
Geographic Information Sci, CER (#203)~	1	6	1	3	0	0	-1	-3
Geosci, MS (#072)	24	136	13	64	10	60	-3	-4
Gifted Ed and Talent Development, EDS (#0490)	4	18	6	21	27	93	21	72
Gifted Ed and Talent Development, MAE (#0482)	15	81	9	32	16	56	7	24
Health Administration, MHA (#153)	52	345	43	261	31	213	-12	-48
Health Ed, CER (#0494)			2	12	3	12	1	0
Historic Preservation, CER (#0423)~			1	3	1	3	0	0
History, MA (#078)	21	109	17	99	21	123	4	24
Homeland Security Sci, MS (#0413)	4	32	3	28	4	31	1	3
Instructional Design, CER (#0418)	4	18	11	42	11	39	0	-3
Instructional Design, MS (#0428)	7	27	10	54	16	78	6	24
Intercollegiate Athletic Admin, CER (#0481)	1	6	2	12	4	18	2	6
Interdisc Early Childhood Ed, Birth to Primary, Initial Certification, MAT (#0460)	15	78	14	75	16	75	2	0
Interdisc Early Childhood Ed, Birth to Primary, for Teacher Leaders, MAE (#0461)	4	18	3	18	9	42	6	24
International Student Services, CER (#0415)			0	0	1	3	1	3
Kinesiology, MS (#0454)	27	238	20	149	9	73	-11	-76
Lean Sigma, CER (#0452)	5	23	2	9	1	6	-1	-3
Libraries, Informatics, and Technology in Ed, MS (#0497)	30	146	40	193	45	242	5	49
Library Media Ed, MS (#083)~	30	141	7	24	1	3	-6	-21
Library Media Ed, R1 (#0429)~								
Literacy Ed, MAE (#044)	21	102	12	66	6	30	-6	-36
Literacy in Post-secondary Settings, CER (#0462)	2	6	0	0	0	0	0	0
Local Government Administration, CER (#1745)			0	0	5	15	5	15
Mathematics, MA (#049)	17	81	11	48	16	85	5	37
Mathematics, MS (#085)	12	80	8	63	8	60	0	-3
Measurement, Eval and Research, CER (#0488)	1	3	0	0	0	0	0	0
Middle Grades Ed for Initial Cert, MAT (#0458)	1	9	3	15	7	42	4	27

Program							
Middle Grades Ed for Teacher Ldrs, MAE (#0434)	10	41	5	28	4	26	-1	-2
Music, MM (#0453)	17	131	15	110	14	103	-1	-7
Non-Degree Arts and Letters, ND (#0002)	2	6	2	6	2	6	0	0
Non-Degree Business, ND (#0001)	2	18	1	12	1	9	0	-3
Non-Degree Ed, ND (#0005)	4	18	32	103	4	12	-28	-91
Non-Degree Health and Human Services, ND (#0003)	39	129	66	295	58	174	-8	-121
Non-Degree Sci, ND (#0004)	4	15	2	6	0	0	-2	-6
Nonprofit Administration, CER (#0463)	2	9	2	12	3	21	1	9
Not Pursuing a Degree, ND (#126)	20	76	29	105	21	66	-8	-39
Nursing Practice, DNP (#0011)	89	708	81	669	72	543	-9	-126
Nursing, MSN (#149)	49	264	36	171	25	153	-11	-18
Organizational Communication, MA (#0012)	18	120	15	102	13	99	-2	-3
Organizational Leadership, CER (#1723)	5	18	3	12	2	6	-1	-6
Organizational Leadership, MA (#0467)	303	1,690	302	1,514	264	1,297	-38	-217
Physical Therapy, DPT (#0013)	90	1,456	88	1,438	88	1,109	0	-329
Psych Mental Health Nurse Practitioner, CER (#0479)	17	82	26	130	19	95	-7	-35
Psychology, MA (#092)	18	162	19	166	18	172	-1	6
Psychology, MS (#0469)	25	217	25	236	30	259	5	23
Public Administration, MPA (#051)	22	165	12	105	17	141	5	36
Public Health, MPH (#152)	65	434	53	348	51	353	-2	5
Recreation and Sport Administration, MS (#095)	144	927	134	885	103	699	-31	-186
Religious Studies, MA (#0446)~	1	1						
School Administration, EDS (#098)~	2	12	3	10	1	1	-2	-9
School Administration, R1 (#121)	34	183	14	69	24	159	10	90
School Counseling, MAE (#046)~	16	111	15	105	7	42	-8	-63
School Psychology, EDS (#147)	25	240	25	252	25	242	0	-10
Secondary Ed Teacher Leader, R2 (#0432)	1	3						
Secondary Ed for Initial Certification, MAT (#0495)	18	135	20	159	16	87	-4	-72
Secondary Ed for Teacher Leaders, MAE (#0435)	17	84	10	40	6	22	-4	-18

Program								
Secondary Ed, R1 (#124)	2	9	3	15	3	10	0	-5
Social Resp and Sustainable Communities, MA (#0448)~	23	138	26	147	9	57	-17	-90
Social Work, MSW (#157)	101	1,119	99	1,035	101	1,107	2	72
Sociology, MA (#105)~	8	70	6	52	9	65	3	13
Special Ed Initial Certification: Learning and Behavioral Disorders, MAT (#0456)	5	27	8	45	10	60	2	15
Special Ed: Learning and Behav Disorders, MAE (#0457)	35	182	30	158	28	115	-2	-43
Special Ed: Moderate and Severe Disabil, MAE (#0438)	9	49	8	44	13	88	5	44
Speech-Language Pathology, MS (#0466)	178	1,607	181	1,674	174	1,745	-7	71
Standard Guidance - Rank 1, R1 (#048)~	1	3	1	3	0	0	-1	-3
Strategic Sport Communications, CER (#1744)			0	0	1	3	1	3
Student Affairs in Higher Ed, MAE (#145)	29	222	28	206	32	240	4	34
Teacher Ed, C (#132)	20	75	18	61	31	111	13	50
Teaching Engl to Speakers of Other Langs, CER (#0416)	2	6	0	0	0	0	0	0
Technology Management, MS (#045)~								
All	2,426	16,916	2,277	15,641	2,231	15,378	-46	-263

Graduate Enrollment by College, Department and Program (Excluding Study Abroad): Fall 2016-Fall 2020 at Census			Fall 2019		Fall 2020		Diff	
			25OCT2019		23OCT2020		F19 to F20	
			N	Credit Hours	N	Credit Hours	N	Credit Hours
College	Department	Program						

AR	99AR	Non-Degree Arts and Letters, ND (#0002)	2	6	2	6	0	0
		All	2	6	2	6	0	0
	ART	Program						
		Art Education for Teacher Leaders, MAE (#0443)~						
		All						
	COMM	Program						
		Communicating in Healthcare, CER (#0475)	0	0	2	9	2	9
		Communicating in Organizations, CER (#0471)	4	12	1	6	-3	-6
		Organizational Communication, MA (#0012)	15	102	13	99	-2	-3
		Strategic Sport Communications, CER (#1744)	0	0	1	3	1	3
		All	19	114	17	117	-2	3
	ENG	Program						
		Creative Writing, MFA (#0478)	14	115	12	108	-2	-7
		English, MA (#067)	12	84	12	82	0	-2
		Gender and Women's Studies, CER (#1712)	2	9	3	12	1	3
		Teaching English to Speakers of Other Languages, CER (#0416)	0	0	0	0	0	0
		All	28	208	27	202	-1	-6
	FLKA	Program						
		Folk Studies, MA (#069)	9	75	11	90	2	15
		Historic Preservation, CER (#0423)~	1	3	1	3	0	0
		All	10	78	12	93	2	15
	GOVT	Program						
		Local Government Administration, CER (#1745)	0	0	5	15	5	15
		Public Administration, MPA (#051)	12	105	17	141	5	36
		All	12	105	22	156	10	51

HIST	Program							
	History, MA (#078)	17	99	21	123	4	24
	All	17	99	21	123	4	24
MUS	Program						
	Music, MM (#0453)	15	110	14	103	-1	-7
	All	15	110	14	103	-1	-7
PHIL	Program						
	Religious Studies, MA (#0446)~						
	All						
SOCL	Program						
	Criminology, MA (#0421)~	16	75	9	40	-7	-35
	Social Responsibility and Sustainable Communities, MA (#0448)~	26	147	9	57	-17	-90
	Sociology, MA (#105)~	6	52	9	65	3	13
	All	48	274	27	162	-21	-112
All		151	994	142	962	-9	-32

BU	Department	Program						
	99BU	Business Administration, MBA (#057)	69	482	139	1,118	70	636
		Business Core Competencies, CER (#0487)	7	45	6	35	-1	-10
		Business Sustainability, CER (#0474)	1	6	1	3	0	-3
		Non-Degree Business, ND (#0001)	1	12	1	9	0	-3
		All	78	545	147	1,164	69	619
	ACCT	Program						
		Accountancy, MACC (#0445)	10	120	12	147	2	27
		All	10	120	12	147	2	27
	ECON	Program						
		Applied Economics, MA (#0410)	12	86	17	148	5	62
		Economic Data Analytics, CER (#0491)	2	6	0	0	-2	-6
		All	14	92	17	148	3	56

	All		102	756	176	1,459	74	703
ED	Department	Program						
	99ED	Education and Behavioral Science Studies, MAE (#042)~	3	12	0	0	-3	-12
		Non-Degree Education, ND (#0005)	32	103	4	12	-28	-91
		All	35	115	4	12	-31	-103
	CNSA	Program						
		Addictions Education, CER (#0492)	2	9	2	9	0	0
		Career Services, CER (#0468)	1	3	1	6	0	3
		College and Career Readiness, CER (#1737)	3	15	1	3	-2	-12
		Counseling, C (#159)	4	18	10	39	6	21
		Counseling, MAE (#043)	60	597	67	642	7	45
		International Student Services, CER (#0415)	0	0	1	3	1	3
		School Counseling, MAE (#046)~	15	105	7	42	-8	-63
		Standard Guidance - Rank 1, R1 (#048)~	1	3	0	0	-1	-3
		Student Affairs in Higher Education, MAE (#145)	28	206	32	240	4	34
		All	114	956	121	984	7	28
	EALR	Program						
		Adult Education, CER (#0450)	2	9	3	12	1	3
		Adult Education, MAE (#047)	15	81	11	54	-4	-27
		Community College Faculty Preparation, CER (#162)~						
		Educational Leadership, C (#131)	32	167	37	238	5	71
		Educational Leadership, EDD (#0010)	99	483	100	456	1	-27
		Measurement, Evaluation and Research, CER (#0488)	0	0	0	0	0	0
		Organizational Leadership, CER (#1723)	3	12	2	6	-1	-6

		Organizational Leadership, MA (#0467)	302	1,514	264	1,297	-38	-217
		School Administration, EDS (#098)~	3	10	1	1	-2	-9
		School Administration, R1 (#121)	14	69	24	159	10	90
		All	470	2,345	442	2,223	-28	-122
	PSY	Program						
		Applied Psychology, PSYD (#0476)	28	166	31	183	3	17
		Psychology, MA (#092)	19	166	18	172	-1	6
		School Psychology, EDS (#147)	25	252	25	242	0	-10
		All	72	584	74	597	2	13
	TCH	Program						
		Autism Spectrum Disorders, CER (#0441)~	1	6	0	0	-1	-6
		Director of Special Education, R1 (#0426)	1	6	2	13	1	7
		Educational Technology, CER (#167)~						
		Elementary Education for Teacher Leaders, MAE (#0433)	16	64	22	100	6	36
		Elementary Education, EDS (#118)~						
		Elementary Education, R1 (#084)	3	12	3	9	0	-3
		Elementary Math Specialization, P-5, CER (#0485)	0	0	3	9	3	9
		Exceptional Education - LBD, MAE (#0424)~						
		Gifted Education and Talent Development, EDS (#0490)	6	21	27	93	21	72
		Gifted Education and Talent Development, MAE (#0482)	9	32	16	56	7	24
		Instructional Design, CER (#0418)	11	42	11	39	0	-3
		Instructional Design, MS (#0428)	10	54	16	78	6	24

		Interdisciplinary Early Childhood Education, Birth to Primary, Initial Certification, MAT (#0460)	14	75	16	75	2	0
		Interdisciplinary Early Childhood Education, Birth to Primary, for Teacher Leaders, MAE (#0461)	3	18	9	42	6	24
		Libraries, Informatics, and Technology in Education, MS (#0497)	40	193	45	242	5	49
		Library Media Education, MS (#083)~	7	24	1	3	-6	-21
		Library Media Education, R1 (#0429)~						
		Literacy Education, MAE (#044)	12	66	6	30	-6	-36
		Literacy in Post-secondary Settings, CER (#0462)	0	0	0	0	0	0
		Middle Grades Education for Initial Certification, MAT (#0458)	3	15	7	42	4	27
		Middle Grades Education for Teacher Leaders, MAE (#0434)	5	28	4	26	-1	-2
		Secondary Education Teacher Leader, R2 (#0432)	0	0	0	0	0	0
		Secondary Education for Initial Certification, MAT (#0495)	20	159	16	87	-4	-72
		Secondary Education for Teacher Leaders, MAE (#0435)	10	40	6	22	-4	-18
		Secondary Education, R1 (#124)	3	15	3	10	0	-5
		Special Education Initial Certification: Learning and Behavioral Disorders, MAT (#0456)	8	45	10	60	2	15
		Special Education: Learning and Behavioral Disorders, MAE (#0457)	30	158	28	115	-2	-43

		Special Education: Moderate and Severe Disabilities, MAE (#0438)	8	44	13	88	5	44
		Teacher Education, C (#132)	18	61	31	111	13	50
		All	238	1,178	295	1,350	57	172
	All		929	5,177	936	5,166	7	-11
GC	Department	Program						
	GRAD	Not Pursuing a Degree, ND (#126)	29	105	21	66	-8	-39
		All	29	105	21	66	-8	-39
	All		29	105	21	66	-8	-39
HH	Department	Program						
	99HH	Non-Degree Health and Human Services, ND (#0003)	66	295	58	174	-8	-121
		All	66	295	58	174	-8	-121
	CD	Program						
		Communication Disorders, MS (#114)~						
		Communication Disorders, R1 (#164)~						
		Speech-Language Pathology, MS (#0466)	181	1,674	174	1,745	-7	71
		All	181	1,674	174	1,745	-7	71
	CFS	Program						
		Aging Studies, CER (#0419)~						
		Child and Family Studies, MS (#0489)	13	87	12	84	-1	-3
		Dietetic Practice, CER (#0451)	8	48	8	27	0	-21
		All	21	135	20	111	-1	-24
	NURS	Program						
		Family Nurse Practitioner (Post MSN), CER (#0449)	6	38	5	32	-1	-6
		Nursing Education (Post MSN), CER (#172)~						
		Nursing Practice, DNP (#0011)	81	669	72	543	-9	-126

		Nursing, MSN (#149)	36	171	25	153	-11	-18
		Psychiatric Mental Health Nurse Practitioner, CER (#0479)	26	130	19	95	-7	-35
		All	149	1,008	121	823	-28	-185
	PHY	Program						
		Facility and Event Management, CER (#0455)	1	6	2	9	1	3
		Intercollegiate Athletic Administration, CER (#0481)	2	12	4	18	2	6
		Kinesiology, MS (#0454)	20	149	9	73	-11	-76
		Nonprofit Administration, CER (#0463)	2	12	3	21	1	9
		Recreation and Sport Administration, MS (#095)	134	885	103	699	-31	-186
		All	159	1,064	121	820	-38	-244
	PT	Program						
		Physical Therapy, DPT (#0013)	88	1,438	88	1,109	0	-329
		All	88	1,438	88	1,109	0	-329
	PUBH	Program						
		Advanced Worksite Health Promotion, CER (#0465)~						
		Environmental Health and Safety, CER (#0427)	2	18	0	0	-2	-18
		Environmental and Occupational Health Science, MS (#0473)	16	135	17	117	1	-18
		Health Administration, MHA (#153)	43	261	31	213	-12	-48
		Health Education, CER (#0494)	2	12	3	12	1	0
		Public Health, MPH (#152)	53	348	51	353	-2	5
		All	116	774	102	695	-14	-79
	SWRK	Program						
		Social Work, MSW (#157)	99	1,035	101	1,107	2	72
		All	99	1,035	101	1,107	2	72
All			879	7,423	785	6,584	-94	-839

IS	Department	Program						
	99IS	Non-Degree University College, ND (#0006)~						
		All						
	PRST	Program						
		Leadership Studies, CER (#163)~						
		Leadership Studies, MA (#0464)~						
		All						
	All							
SC	Department	Program						
	99SC	Brewing and Distilling Arts & Sciences, CER (#0486)	0	0	1	8	1	8
		Non-Degree Science, ND (#0004)	2	6	0	0	-2	-6
		All	2	6	1	8	-1	2
	AGRI	Program						
		Agriculture, MS (#052)	14	84	7	60	-7	-24
		All	14	84	7	60	-7	-24
	BIOL	Program						
		Biology for Teacher Leaders, MAE (#0442)~	0	0	1	3	1	3
		Biology, CER (#0493)	14	72	17	87	3	15
		Biology, MS (#056)	41	262	31	215	-10	-47
		All	55	334	49	305	-6	-29
	CHEM	Program						
		Chemistry, MS (#059)	22	143	14	102	-8	-41
		All	22	143	14	102	-8	-41
	EAS	Program						
		Computer Science, MS (#117)	10	70	9	57	-1	-13
		Engineering Technology Management, MS (#0447)	21	98	22	110	1	12
		Lean Sigma, CER (#0452)	2	9	1	6	-1	-3
		Technology Management, MS (#045)~						

		All	33	177	32	173	-1	-4
	GEO	Program						
		Geographic Information Science, CER (#203)~	1	3	0	0	-1	-3
		Geography Education for Teacher Leaders, MAE (#0444)~						
		Geoscience, MS (#072)	13	64	10	60	-3	-4
		All	14	67	10	60	-4	-7
	MATH	Program						
		Mathematics, MA (#049)	11	48	16	85	5	37
		Mathematics, MS (#085)	8	63	8	60	0	-3
		All	19	111	24	145	5	34
	PHYA	Program						
		Homeland Security Sciences, MS (#0413)	3	28	4	31	1	3
		All	3	28	4	31	1	3
	PSYS	Program						
		Psychology, MS (#0469)	25	236	30	259	5	23
		All	25	236	30	259	5	23
	All		187	1,186	171	1,143	-16	-43
All			2,277	15,641	2,231	15,378	-46	-263

Graduate Council Curriculum Report
Thursday, October 5, 2020

Course Administration Report

Graduate Council (5)				
Code	**Title**	**Status**	**Initiator**	**Received**
MATH 515	MATH 515: Introduction to Number Theory	Added	hpl39736	11/5/2020
MATH 585	MATH 585: Advanced Mathematical Thinking I	Added	hpl39736	11/5/2020
MATH 595	MATH 595: Advanced Mathematical Thinking II	Added	hpl39736	11/5/2020
HIST 536	HIST 536: Sources and Methods	Added	alx81987	11/5/2020
HIST 642	HIST 642: Readings in African History	Added	alx81987	11/5/2020

Program Administration Report

Graduate Council (4)				
Code	**Title**	**Status**	**Initiator**	**Received**
0445	0445: Accountancy & Data Analysis	Edited	stv87857	11/5/2020
043	043: Counseling	Edited	jll34446	11/5/2020
057	057: Business Administration	Edited	dnm79223	11/5/2020
159	159: Certification Only, Counseling	Edited	jll34446	11/5/2020

Report from the Associate Provost of Research and Graduate Education

Report from the Graduate School

Informational Items for consideration from the Associate Provost for Research and Graduate Education

1. Graduate Credentials Awarded

Graduate Credentials by Type Reported to CPE 2017/18 through 2019-20	AY 2015-2016	AY 2016-2017	AY 2017-2018	AY 2018-2019	AY 2019-2020
Certificate	96	118	148	153	170
Master's	817	804	859	752	789
Specialist	8	11	6	10	15
Doctorate	56	64	65	72	64
All	977	997	1,078	987	1,038

Thesis, Specialist Project, & Dissertation Publications

AY	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-2020
Fall	26	34	25	34	17	24	27	22	25	23
Spring	40	54	47	56	75	62	69	78	37	65
Summer	21	29	25	33	33	36	38	36	38	19
TOTAL	87	117	97	123	125	121	134	136	100	107

2. Council of Graduate Schools (CGS) April 15 Resolution update. The big change is the following per CGS: "*There has been a change in our process for students who want to withdraw from an offer of acceptance of financial support, starting with Fall 2020 admissions. In this case, the applicant must first inform the program that they are withdrawing or resigning from the offer of financial support that they previously had accepted. Starting in Fall 2020, applicants are no longer required to obtain a formal release from the program whose offer they accepted, either before or after the April 15 deadline. Once they have informed the program that they are withdrawing their acceptance of the offer, they then can accept any other offers.*"
See CGS resolution for more details
3. Graduate Enrollment Report
4. WKU Thesis, Specialist Project, Dissertation Guidelines 2021
5. Qualtrics Survey, 2020 Graduate Program Coordinator Survey

Thesis, Specialist Project, and Dissertation Guidelines

These guidelines are intended to assist graduate students and research committees with the preparation, formatting, and submission of theses, specialist projects, and dissertations to the WKU Graduate School for publication in the university library. Submission deadlines are posted on the Graduate School website. Review of content is the responsibility of the student and research committee. ***Final responsibility for the form, accuracy, and completeness of the document lies with the student.***

STYLE AND FORMAT

Students should follow a style guide appropriate to their academic discipline; however, the WKU Graduate School Thesis, Specialist Project, and Dissertation Guidelines supersede all other style manuals and guidelines. Submissions should be in English, consistent in style and form, and conform to the following requirements.

Pages and Pagination
All pages shall be 8½"x11". All page numbering should appear centered and 0.5" from the bottom edge of the page. Landscape pages are permitted, yet margins and numbering should remain in portrait style as prescribed. No additional headers or footers are accepted.

The title page and signature page are counted when numbering, but the page numbers should not appear on these pages. Lower case Roman numerals begin on the Acknowledgements page with either "iii" (with no Dedication) or "iv" (with Dedication). Roman numerals continue through the Abstract page. The body, beginning after the Abstract page, should be numbered with Arabic numerals beginning with "1" and continuing through the end of the document.

Margins and Spacing
Page margins should be 1.0 inch on all sides. Lines should be double-spaced throughout except where single-spacing is prescribed by a specific style guides (e.g. long quotations, computer programs, endnotes, footnotes, etc.). Text should be left-justified and paragraphs should begin with standard, consistent indentation. Exceptions to justification and indentions (but not margins) may be allowed to maintain artistic integrity for creative works.

Fonts
A standard 12 point font is required throughout including page numbering, headers, table of contents, table/figure headings, etc. Arial or Times New Roman fonts are suggested. Eccentric type styles are not permitted. Size of symbols, mathematical formulas, and footnotes may vary from 12 point as needed. Text must be black.

All fonts must be embedded to ensure that readers' computers do not substitute fonts which can result in significant differences in output (particularly with symbols). To embed fonts when converting from Word to PDF:
- In Word, choose "Print" from the File menu.
- Choose "Adobe PDF" as the printer. (Adobe Reader download instructions if needed)
- Select "Printer Properties" and *uncheck* "Rely on system fonts only; do not use document fonts"

- Proceed to "Print" the PDF file.

File Format

Submissions must be in PDF (Portable Document Format) format. The file name submitted should be *lastname.80X#.department.document* (e.g. *Smith.800123456.biology.thesis)*. Do not use any spaces in the file name.

ORDER OF APPEARANCE

(see example document for measurements and requirements for each page)

1. **Title Page**
2. **Signature Page**
3. **DEDICATION** (optional)
4. **ACKNOWLEDGEMENTS** (optional)
5. **TABLE OF CONTENTS**
   The Table of Contents should contain page assignments of all sections *following* the Table of Contents, and not the Table of Contents itself or pages prior. Inclusion of sub-headers in the Table of Contents is at the discretion of the student and research committee.
6. **LIST OF TABLES** (if applicable)
7. **LIST OF FIGURES** (if applicable)
8. **LIST OF ILLUSTRATIONS** (if applicable)
9. **ABSTRACT**
   The Abstract should summarize the content in less than 350 words. The title on the Abstract should be identical to the title on the Title Page.
10. **Body**
11. **REFERENCES** (or Bibliography or Citations as prescribed by chosen style guide)
12. **APPENDIX** (if applicable; each Appendix should begin on a new page)

SUBMISSION

Electronic Document

The Graduate School requires electronic submission of the final document in Adobe PDF format. The student assumes responsibility for all content and formatting. Submissions received by the Graduate School will be reviewed for compliance with these guidelines. The Graduate School will not make changes to the content of the document. Documents that meet these guidelines will be published in the university library exactly as they are submitted. In addition, dissertations will be submitted to ProQuest. Submissions that do not adhere to these guidelines will be returned to the student for revision.

Exceptions to the formatting prescribed in these guidelines may be permitted if the student can demonstrate that the proposed exception is acceptable to the academic discipline. Final approval rests with the Graduate School.

Signature page

Students must use the signature page template provided. The committee chair and members must digitally

sign the page (no typed names) and the date should reflect the final defense date. After obtaining all committee signatures, the page should be pdf printed and inserted after the title page before submitting the final pdf document to the Graduate School.

Copyright Permission
Students must submit Copyright Permission to publish their work in the University Library (TopScholar) and ProQuest (dissertations only). Students may opt to embargo the release of their publication for up to 3 years or indefinitely.

Publication rights may be reserved to the author, subject to the provisions of research contracts, patent agreements, or other similar agreements made by the author with the dissertation or thesis advisor, the university, the funding agency, or other parties. Students may contact the Library of Congress to copyright their work.

ADDITIONAL INFORMATION

Institutional Research Board (IRB) Approval
The Institutional Review Board within the Office of Research and Creative Activity is responsible for maintaining institutional compliance with the U.S. Office of Human Research Protections (OHRP) regulations regarding the use of human subjects in research. If applicable, students are required to obtain approval verifying compliance prior to beginning research. This approval must be included in the appendix of the thesis, specialist project, or dissertation.

Plagiarism
Plagiarism is a serious academic offense defined as representing written work taken from another source as one's own. To lift content directly or partially from a source without giving credit is a flagrant act. Students who have committed plagiarism in a submitted thesis or dissertation will not be awarded a degree and will be dismissed from the University.

If plagiarism is confirmed after the thesis or dissertation has been published, the publication will be rescinded. If plagiarism is confirmed after the degree has been awarded, the degree will be rescinded.

Binding
The university does not require binding or offer services for binding. External binding service information is posted on the Graduate School website.

EXAMPLE DOCUMENT

The following document represents correct formatting according to these guidelines. For further assistance, contact the Graduate School, graduate.school@wku.edu.

Resolution Regarding Graduate Scholars, Fellows, Trainees, and Assistants

COUNCIL OF GRADUATE SCHOOLS

Acceptance of an offer of financial support* (such as a graduate scholarship, fellowship, traineeship, or assistantship) for the next academic year by a prospective or enrolled graduate student completes an agreement that both student and graduate school expect to honor. In that context, the conditions affecting such offers and their acceptance must be defined carefully and understood by all parties.

Students are under no obligation to respond to offers of financial support prior to April 15; earlier deadlines for acceptance of such offers violate the intent of this Resolution. In those instances in which a student accepts an offer before April 15, and subsequently desires to withdraw that acceptance, the student may submit in writing a resignation of the appointment at any time through April 15. However, an acceptance given or left in force after April 15 commits the student to first inform the program that they are withdrawing or resigning from the offer of financial support that they previously had accepted. Starting in Fall 2020, applicants are no longer required to obtain a formal release from the program whose offer they accepted, either before or after the April 15 deadline. It is further agreed by the institutions and organizations subscribing to the above Resolution that a copy of this Resolution or a link to the URL should accompany every scholarship, fellowship, traineeship, and assistantship offer.

The following list includes CGS member institutions that indicated their support of the Resolution.

This Resolution was renewed October 2019.

Alcorn State University
American University
Andrews University
Appalachian State University
Arizona State University
Arkansas State University
Arkansas Tech University
Augusta University
Austin Peay State University
Ball State University
Baylor College of Medicine
Baylor University
Boise State University
Boston College
Boston University
Bowling Green State University
Bradley University
Brandeis University
Brigham Young University
Brown University
Bryn Mawr College
Caldwell University
California Institute of Technology
California State University, Fresno
California State University, Fullerton
California State University, Los Angeles
California State University, Stanislaus
Case Western Reserve University
Catholic University of America
Central Michigan University
Central Washington University
Chapman University
City University of New York Graduate Center
Claremont Graduate University
Clark Atlanta University
Clark University
Clemson University
Cleveland State University
College of Charleston

College of New Jersey
College of Saint Rose
College of William and Mary
Colorado School of Mines
Columbia College Chicago
Columbia University
Concordia University Chicago
Coppin State College
Cornell University
Creighton University
Dakota State University
Dartmouth College
Drew University
Drexel University
Duke University
East Carolina University
Eastern Illinois University
Eastern Kentucky University
Eastern Michigan University
Eastern Washington University
Emory University
Emporia State University
Fairmont State University
Fayetteville State University
Ferris State University
Fielding Graduate University
Florida A & M University
Florida Atlantic University
Florida International University
Florida State University
Fordham University
Fort Hays State University
Gallaudet University
George Mason University
George Washington University
Georgetown University
Georgia Institute of Technology
Georgia Southern University
Georgia State University
Grand Valley State University
Hampton University
Harvard University

Hofstra University
Hood College
Howard University
Idaho State University
Illinois Institute of Technology
Illinois State University
Indiana State University
Indiana University
Indiana University of Pennsylvania
Iowa State University
Jackson State University
James Madison University
John Carroll University
Johns Hopkins University
Kansas State University
Kent State University
Kutztown University of Pennsylvania
Lamar University
Langston University
Lehigh University
Lipscomb University
Loma Linda University
Louisiana State University and A & M College
Louisiana State University Health Sciences Center
Loyola Marymount University
Loyola University Maryland
Loyola University of Chicago
Marquette University
Massachusetts Institute of Technology
Medical College of Wisconsin
Medical University of South Carolina
Metropolitan State University of Denver
Miami University
Michigan State University
Michigan Technological University
Middle Tennessee State University
Minnesota State University - Mankato
Mississippi State University
Missouri State University

Montana State University - Bozeman
Montana Technological University
Montclair State University
Mount Mary College
National University
New Jersey Institute of Technology
New Mexico State University
New York Medical College
New York University
North Carolina Agricultural & Technical State University
North Carolina State University at Raleigh
North Dakota State University
Northern Arizona University
Northern Illinois University
Northern Michigan University
Northwestern State University of Louisiana
Northwestern University
Oakland University
Ohio University
Ohio State University
Oklahoma State University
Old Dominion University
Oregon State University
Park University
Pennsylvania State University
Portland State University
Princeton University
Purdue University
Radford University
Rensselaer Polytechnic Institute
Rice University
Rochester Institute of Technology
Rockefeller University
Rowan University
Rutgers - New Brunswick
Rutgers - Newark
St. Bonaventure University
St. Cloud State University
Saint Louis University

* This Resolution applies to offers of financial support only, not offers of admission.

St. John's University
San Diego State University
San Jose State University
Shippensburg University
South Dakota School of Mines and Technology
South Dakota State University
Southeast Missouri State University
Southern Illinois University at Carbondale
Southern Illinois University at Edwardsville
Southern Methodist University
Southern University A&M College
Spalding University
Stanford University
State University of New York at Binghamton
State University of New York – Upstate Medical University
Stony Brook University
SUNY College of Environmental Science and Forestry
Syracuse University
Temple University
Tennessee State University
Tennessee Technological University
Texas A & M International University
Texas A & M University
Texas A & M University - Corpus Christi
Texas Christian University
Texas Southern University
Texas State University
Texas Tech University
Texas Woman's University
Towson University
Truman State University
Tufts University
Tulane University
University at Buffalo, SUNY
University of Akron
University of Alabama
University of Alabama at Birmingham
University of Alabama in Huntsville
University of Albany, State University of New York
University of Arizona
University of Arkansas
University of Bridgeport
University of California, Berkeley
University of California, Davis
University of California, Irvine
University of California, Los Angeles
University of California, Merced
University of California, Riverside
University of California, San Diego
University of California, San Francisco
University of California, Santa Barbara

University of California, Santa Cruz
University of Central Arkansas
University of Central Florida
University of Central Missouri
University of Chicago
University of Cincinnati
University of Colorado at Boulder
University of Connecticut
University of Dayton
University of Delaware
University of Denver
University of the District of Columbia
University of Florida
University of Georgia
University of Hartford
University of Hawaii at Manoa
University of Houston
University of Idaho
University of Illinois at Chicago
University of Illinois at Springfield
University of Illinois at Urbana-Champaign
University of Iowa
University of Kansas
University of Kentucky
University of Louisiana at Lafayette
University of Louisville
University of Maine
University of Maryland, Baltimore County
University of Maryland, College Park
University of Maryland, Eastern Shore
University of Massachusetts Amherst
University of Massachusetts Boston
University of Massachusetts Medical School
The University of Memphis
University of Miami
University of Michigan
University of Minnesota
University of Mississippi
University of Missouri, Columbia
University of Missouri, Kansas City
University of Missouri, St. Louis
University of Montana
University of Nebraska at Kearney
University of Nebraska-Lincoln
University of Nebraska at Omaha
University of Nevada-Las Vegas
University of Nevada-Reno
University of New Hampshire
University of New Haven
University of New Mexico
University of North Carolina at Chapel Hill
University of North Carolina at Charlotte
University of North Carolina at Greensboro

University of North Dakota
University of North Florida
University of North Texas
University of North Texas Health Science Center at Fort Worth
University of Northern Colorado
University of Northern Iowa
University of Notre Dame
University of Oklahoma
University of Oklahoma Health Sciences Center
University of Oregon
University of Pennsylvania
University of Pittsburgh
University of Rhode Island
University of Rochester
University of Scranton
University of South Alabama
University of South Carolina
University of South Florida
University of Southern California
University of Southern Mississippi
University of Tennessee at Chattanooga
University of Tennessee Health Science Center
University of Tennessee, Knoxville
University of Texas at Arlington
University of Texas at Austin
University of Texas at Brownsville
University of Texas at Dallas
University of Texas at El Paso
University of Texas at San Antonio
University of Texas at Tyler
University of Texas Graduate School of Biomedical Science at Galveston
University of Texas MD Anderson Cancer Center UTHealth Graduate School of Biomedical Sciences, The
University of Texas Grad School of Biomedical Science at San Antonio
University of the Pacific
University of Toledo
University of Tulsa
University of Utah
University of Vermont
University of Virginia
University of Washington
University of West Florida
University of Wisconsin – Eau Claire
University of Wisconsin – La Crosse
University of Wisconsin – Madison
University of Wisconsin – Milwaukee
University of Wyoming
Utah State University
Valdosta State University
Vanderbilt University
Villanova University
Virginia Commonwealth University

Virginia Polytechnic Institute and State University
Wake Forest University
Walden University
Washington State University
Washington University in St. Louis
Wayne State College
Wayne State University
Wesleyan University
West Chester University
West Virginia University
Western Carolina University
Western Illinois University
Western Kentucky University
Western Michigan University
Western Washington University
Wichita State University
William Paterson University
Woods Hole Oceanographic Institution
Worcester Polytechnic Institute
Wright State University
Yale University
Youngstown State University