Arkansas Tech University
Graduate Council
Minutes of Meeting

January 25, 2007

The Graduate Council met in Room 012 on Wednesday, January 24, 2007, at 2:00 p.m. Members present were:

Dr. Robert Allen
Dr. Linda Bean✓
Dr. Eldon Clary✓
Dr. Peter Dykema✓
Dr. Mary Gunter✓
Dr. Theresa Herrick✓
Dr. John Jackson✓
Dr. Shelia Jackson✓

Dr. Jan Jenkins✓
Dr. Michael Keisler✓
Ms. Marsha Oels✓
Ms. Tammy Rhodes✓
Ms. Lara Russenberger✓
Dr. Robert Schwartz✓
Dr. Deborah Wilson✓
Ms. Connie Zimmer✓

Ms. Tammy Rhodes, Dr. Kierr, Dr. Dykema, Dr. Ferrins, Dr. Schwartz were absent.
Dr. Chandler (for Lang) attended as guests.

CALL TO ORDER/APPROVAL OF MINUTES

Dr. Clary called the meeting to order and asked for approval of the minutes from the January 25, 2007 meeting. Motion made by Wilson, seconded by Herrick, to approve the minutes.

Motion Carried.

OLD BUSINESS

amended

motion made to approve corrected min (osp)
Arkansas Tech University
Graduate Council
Minutes of Meeting
February 21, 2007

The Graduate Council met in Tom 012 on Wednesday, February 21, 2007, at 2:00 p.m. Members present were:

Dr. Robert Allen
Dr. Linda Bean
Dr. Eldon Clary
Dr. Peter Dykema
Dr. Mary Gunter
Dr. Theresa Herrick
Dr. John Jackson
Dr. Shelia Jackson

Dr. Jan Jenkins
Dr. Michael Keisler
Ms. Marsha Oels
Ms. Tammy Rhodes
Ms. Lara Russenberger
Dr. Robert Schwartz
Dr. Deborah Wilson
Ms. Connie Zimmer

Dr. Tammy Rhodes, Dr. Herrick, Dr. Schwartz were absent.

Dr. Chandler (for Lang) attended as guests.

CALL TO ORDER/APPROVAL OF MINUTES

Dr. Clary called the meeting to order and asked for approval of the minutes from the January 25, 2007 meeting. Motion made by Wilson, seconded by Herrick, to approve the minutes.

Motion Carried.

OLD BUSINESS

Add TESL 6063 (tabled from last meeting)

Motion made by Bean, seconded by Wilson.

To approve the following:
Add TESL 6063

Motion Carried.
NEW BUSINESS

Graduate faculty

Dr. Sean Huss (Behavioral Science) – Regular Faculty

Dr. Chang Huh (Education) – Temporary Faculty

Motion made by Wilson, Seconded by Harris.

To approved the following:

Motion Carried.

CURRICULUM

Department N/A

Motion by ____________, Seconded ____________,

To approve the following:

Motion ______

ADDITIONAL INFORMATION

Next meeting scheduled for 2:00 pm on Wednesdays, March 21 (3rd) Wednesday.

Meeting adjourned at 2:30 p.m.

Respectfully submitted,

Tammy Rhodes, Secretary
Arkansas Tech University
Graduate Council
Minutes of Meeting
February 21, 2007

The Graduate Council met in Room 012 on Wednesday, February 21, 2007 at 2:00 p.m. Members present were:

Dr. Linda Bean
Dr. Eldon Clary
Dr. Mary Gunter
Dr. Theresa Herrick
Dr. John Jackson
Dr. Shelia Jackson

Dr. Michael Keisler
Ms. Lara Russenberger
Dr. Deborah Wilson
Ms. Connie Zimmer
Ms. Marsha Oels

Dr. Robert Allen, Dr. Peter Dykema, Dr. Jan Jenkins, Ms. Tammy Rhodes, and Dr. Robert Schwartz were absent.

Dr. Ursula Chandler attended as a guest.

CALL TO ORDER/APPROVAL OF MINUTES

Dr. Clary called the meeting to order and asked for approval of the amended minutes from the January 25, 2007 meeting. Amendment was made to change course number for CSP 6091-6 to CSP 6191-6.

Motion made by Dr. Wilson,
Seconded by Dr. Herrick,
To approve the amended minutes as stated above.

Motion carried.

OLD BUSINESS

Department of Foreign Languages
Tabled from last meeting was the proposal to add TESL 6063: Instructional Strategies in Content Areas. Dr. Chandler spoke and gave rationale for proposal.

Motion made by Dr. Bean,
Seconded by Dr. Wilson,
To approve the addition of TESL 6063: Instructional Strategies in Content Areas.

Motion carried.
NEW BUSINESS

Dr. Clary presented faculty for approval.

Dr. Sean Huss (Behavioral Science) – Regular Faculty
Dr. Chang Huh (Education) – Temporary Faculty

Motion made by Dr. Wilson,
Seconded by Dr. Herrick,
To approve Dr. Huss and Dr. Huh as graduate faculty.

Motion carried.

Next meeting was scheduled for Wednesday, March 21, 2007 at 2:00pm.

Meeting adjourned at 2:30pm.

Respectfully submitted,

Tammy Rhodes, Secretary
Arkansas Tech University
Graduate Council
Minutes of Meeting
March 21, 2007

The Graduate Council met in Tom 012 on Wednesday, March 21, 2007, at 2:00 p.m. Members present were:

Dr. Linda Bean
Dr. Eldon Clary
Dr. Peter Dykema
Dr. Mary Gunter
Dr. Deborah Wilson
Dr. Michael Keisler

Dr. Theresa Herrick
Dr. Shelia Jackson
Ms. Lara Russenberger
Dr. Jan Jenkins
Ms. Connie Zimmer

Dr. Robert Allen, Dr. John Jackson, Ms. Marsha Oels, Ms. Tammy Rhodes, Dr. Robert Schwartz were absent.

Shanel Perrin attended as a guest and recorded minutes.

CALL TO ORDER/APPROVAL OF MINUTES

Dr. Clary called the meeting to order and asked for approval of the minutes from the February 21, 2007 meeting.

Motion made by Dr. Bean,
Seconded by Dr. Wilson,
To approve the amended minutes as stated above.

Motion carried.

NEW BUSINESS

Graduate faculty
Dr. John Krohn (Engineering) – regular faculty

Motion made by Dr. Herrick,
Seconded by Dr. Wilson,
To approve: Nomination for Regular Graduate Faculty.
Motion tabled.

CURRICULUM

Department of Nursing
Discussion of master's degree in nursing:
Anticipating a proposal for a master's in nursing with a concentration in emergency nursing.

ADDITIONAL INFORMATION
Discussed Bills and resolutions: HB1730, HB2055, and HB2489.

OTHER BUSINESS
No other business was discussed.

Next meeting scheduled for April 18th 2007.

Meeting adjourned at 2:44 p.m.

Respectfully submitted,

Shanel Perrin; Secretary, Graduate School
Arkansas Tech University
Graduate Council
Minutes of Meeting
May 10, 2007

The Graduate Council met in Tom 110 on Thursday, May 10, 2007, at 2:00 p.m. Members present were:

Dr. Robert Allen
Dr. Linda Bean
Dr. Eldon Clary
Dr. Peter Dykema
Dr. Mary Gunter
Dr. Theresa Herrick
Dr. John Jackson
Dr. Deborah Wilson

Dr. Shelia Jackson
Dr. Jan Jenkins
Dr. Michael Keisler
Ms. Marsha Oels
Ms. Tammy Rhodes
Ms. Lara Russenberger
Dr. Robert Schwartz
Ms. Connie Zimmer

attended as guests.

CALL TO ORDER/APPROVAL OF MINUTES

Dr. Clary called the meeting to order and asked for approval of the minutes from the March 21, 2007 meeting. Council did not meet during the month of April.

Motion made by Schwartz, Seconded by Herrick.
To approve:

Amendment for email - Dr Krohn
approved by email vote

Motion carried.

NEW BUSINESS
CURRICULUM

Department of Nursing
Proposal to offer the Master of Science in Nursing Degree in Nursing Administration and Emergency Management.

Discussion:
Dr. Cohn, said:
Dr. Brown spoke on behalf of nursing program & stressed the need for masters-level program. Increased faculty with degrees. Offer program of essential need that is not currently offered around state.

Motion made by ___________ Seconded by ___________
To approve: ___________

Motion Carried.

ADDITIONAL INFORMATION
Dr. Grant gave update on ENGR - approved by EDHE. Actual start date being considered. Poss. start date Jan 1.

OTHER BUSINESS

Next meeting scheduled for ___________

Meeting adjourned at 2:35 p.m.

Respectfully submitted,

Marsha Oels
(for Tammy Rhodes, Secretary)
Arkansas Tech University
Graduate Council
Minutes of Meeting
August 21, 2007

The Graduate Council met in Tom 012 on Tuesday, August 21, 2007, at 2:00 p.m. Members present were:

Dr. Linda Bean
Dr. Eldon Clary
Dr. Peter Dykema
Dr. Deborah Wilson
Dr. Michael Keisler

Dr. Mary Gunter
Dr. Beth Wilson Gray
Dr. Bob Allen

Shanel Perrin attended as guest and recorded minutes. Dr. Krohm attended as a guest to discuss the new course MCEG 5413 Finite Element Analysis.

Discussion Items

It was announced that the Master of Nursing Administration was approved by ADHE in the August meeting.

The EAM department is sending a letter of notification to ADHE indicating a plan to offer over 50% of the EMHS program online. A letter of notification to ADHE to offer over 50% of program online.

NEW BUSINESS

Graduate faculty
Three people nominated for temporary faculty. Donna Ogle, Donna Meigs, and Dr. Angela Olsen.

Motion made by Dr. Dr. Gunter, to approve the three nominees.
Seconded by Dr. Wilson, with the amendment that Donna Ogle only be allowed to teach the class for one year only.
Amendment Seconded by Dr. Kiesler
To approve: Nomination for Temporary Graduate Faculty.
Motion carried.

CURRICULUM CHANGE

Proposal to add MCEG 5413 Finite Element Analysis

Motion to approve addition of the course.
Motion made by Dr. Dykema with the amendment that this course cannot be taken for credit after the completion of MCEG 4413.
Seconded by Dr. Wilson.
Motion carried.

OTHER BUSINESS
Approval of minutes on the new course MCEG 5413.
Motion made by Dr. Wilson
Seconded by Dr. Gunter

Meeting adjourned at 2:44 p.m.

Respectfully submitted,

Shanel Perrin, Secretary, Graduate School
The Graduate Council met in Tomlinson 012 on Thursday, September 27, 2007 at 4:00 p.m.

Members present were:

Dr. Bob Allen
Dr. Eldon Clary
Dr. Peter Dykema
Dr. Deborah Wilson
Dr. John Jackson

Dr. Mary Gunter
Dr. Johnette Moody
Ms. Karen Futterer
Ms. Lara Russenberger
Ms. Tammy Rhoades

Members absent were: Ms. Beth Wilson-Gray, Ms. Connie Zimmer, Dr. Linda Bean, Ms. Marsha Oels, Dr. Theresa Herrick, and Dr. Tim Carter. Ms. Shanel Perrin attended as a guest and recorded minutes. Dr. Kim Troboy attended as a guest to discuss approval for MGMT 5203 Project Management.

CALL TO ORDER/APPROVAL OF MINUTES

Dr. Clary called the meeting to order and asked for approval of the minutes from the August 21, 2007 meeting.

Motion made by Dr. Gunter,
Seconded by Dr. Wilson,
To approve minutes.
Motion carried.

CURRICULUM CHANGE

Approval for MGMT 5203 Project Management
Dr. Troboy spoke to the council requesting approval for MGMT 5203 Project Management.

Motion made by Dr. Bob Allen,
Seconded by Dr. Moody,
To approve MGMT 5203.
Motion carried.

NEW BUSINESS

Graduate Faculty
Six people nominated for regular graduate faculty. Dr. Alexander Mirkovic, Dr. Michael T.
Rogers, Dr. Adam Lowther, Dr. Cheryl Smith, Dr. Jennifer Helms, and Dr. Rebecca Burris. J. Keith Whalen was nominated for temporary faculty.

Motion made by Dr. Dykema,
Seconded by Dr. Wilson,
To approve the seven people nominated.
Motion carried.

Elect Vice-Chair for the Graduate Council
Dr. Clary asked for a nomination for Vice-Chair of the council.
Dr. Bob Allen nominated.
Dr. Gunter moved,
Seconded by Dr. Wilson,
Motion carried.

Set Regular Meeting Time
Regular meeting time discussed, last Thursday of the month at 4:00 p.m.

Motion made by Dr. Gunter,
Seconded by Dr. Wilson,
To approve regular meeting time discussed.
Motion carried.

Appoint Committee to Study Graduate Faculty Status
Volunteers requested. Dr. Peter Dykema, Dr. Deborah Wilson and Dr. Mary Gunter volunteered. Dr. Dykema will be chair.

Motion to adjourn by Dr. Wilson,
Seconded by Dr. Allen,
Motions carried.

Meeting adjourned at 4:30 p.m.

Respectfully submitted,

Shanel Perrin; Secretary, Graduate School
Arkansas Tech University
Graduate Council
Minutes of Meeting
November 29, 2007

The Graduate Council met in TOM 12 on Thursday, November 29, 2007, at 4:00 p.m. Members present were:

Dr. Eldon Clary
Dr. Linda Bean
Ms. Connie Zimmer
Dr. Theresa Herrick
Dr. Tim Carter
Ms. Karen Futterer
Dr. Joannette Moody
Dr. Mary Gunter
Dr. Peter Dykema
Dr. Deborah Wilson
Ms. Tammy Rhodes
Dr. Beth Wilson Gray
Ms. Laura Russenberger, Student Representative

Dr. Robert Allen was absent. Dr. John Krohn and Dr. Kandis Croom were guests.

CALL TO ORDER/APPROVAL OF MINUTES

Dr. Clary indicated that the minutes from the meeting were approved by email poll.

NEW BUSINESS

Motion by Dr. Bean, seconded by Dr. Gray, to approve the following for graduate faculty:

College Student Personnel: Ms. Christine Austin - Regular Faculty,
The Graduate Council met in TOM 12 on Thursday, November 29, 2007, at 4:00 p.m. Members present were:

Dr. Eldon Clary
Dr. Linda Bean
Ms. Connie Zimmer
Dr. Theresa Herrick
Dr. Tim Carter
Ms. Karen Futterer
Dr. Johnette Moody

Dr. Mary Gunter
Dr. Peter Dykema
Dr. Deborah Wilson
Ms. Tammy Rhodes
Dr. Beth Wilson Gray
Ms. Laura Russenberger, Student Representative

Dr. Robert Allen was absent. Dr. John Krohn and Dr. Kandis Croom were guests.

CALL TO ORDER/APPROVAL OF MINUTES

Dr. Clary indicated that the minutes from the meeting were approved by email poll.

NEW BUSINESS

Motion by Dr. Bean, seconded by Dr. Gray, to approve the following for graduate faculty:

College Student Personnel: Ms. Christine Austin - Regular Faculty;
Center for Leadership and Learning: Mr. Chris Rink - Temporary Faculty

Motion carried.

CURRICULUM

1. Department of Emergency Administration and Management

Motion by Dr. Dykema, seconded by Dr. Wilson, to approve the following proposal: (a) on page 53, modify the section titled Interdisciplinary Component (6 hours) to read as follows: Elective EMHS or non-EMHS graduate courses tailored to each student's interests and career objectives. Motion carried.

2. Center for Leadership and Learning

Motion by Dr. Wilson, seconded by Ms. Zimmer to approve the following proposals: (a) add COUN 6012, Assessment and Appraisal, to the course
descriptions; (b) add COUN 6202, Ethical/Legal Issues for the School Counselor, to the course descriptions; (c) modify the course number and title for COUN 6254, Assessment and Career/Academic Advising, to COUN 6253, Career Development/Academic Advising, and modify the course description as outlined in the proposal; (d) modify the Curriculum in Master of Education School Counseling and Leadership as follows: (1) add COUN 6012, Assessment and Appraisal; (2) add COUN 6202, Ethical/Legal Issues for the School Counselor; (3) change COUN 6254, Assessment and Career/Academic Advising, to COUN 6253, Career Development/Academic Advising; and (4) modify the text on page 43, as outlined in the proposal. Motion carried.

3. Department of Curriculum and Instruction

Motion by Dr. Wilson, seconded by Dr. Bean, to approve the following proposal: (a) add LBMD 6033, The Instructional Role of the Library Media Specialist, to the course descriptions. Motion carried.

4. Department of Social Sciences and Philosophy

Motion by Dr. Bean, seconded by Dr. Gray, to approve the following proposal: (a) Delete the following courses from the course descriptions:
HIST 4463/5463, History of Russia;
HIST 4473/5473, History of England to 1689;
HIST 4483/5483, History of England since 1689; and
HIST 4703/5703, History of Modern Africa. Motion carried.

Motion by Dr. Bean, seconded by Dr. Gunter, to approve the following proposal with amended course description as follows: (a) add HIST 4183/5183, American Legal History, to the course descriptions. Motion carried.

Motion by Dr. Bean, seconded by Dr. Herrick, to approve the following proposal: (a) add HIST 4503/5503, History of Christianity, to the course descriptions. Motion carried.

Motion by Ms. Zimmer, seconded by Dr. Gray, to approve the following proposals: (a) Modify the title of HIST 6413, Seminar in European History, 1350-1789, to Seminar in Modern European History, and modify the course description
3. Department of Curriculum and Instruction

Motion by Dr. Wilson, seconded by Dr. Bean, to approve the following proposal: (a) add LBMD 6033, The Instructional Role of the Library Media Specialist, to the course descriptions. Motion carried.

4. Department of Social Sciences and Philosophy

Motion by Dr. Bean, seconded by Dr. Gray, to approve the following proposal: (a) Delete the following courses from the course descriptions: HIST 4463/5463, History of Russia; HIST 4473/5473, History of England to 1689; HIST 4483/5483, History of England since 1689; and HIST 4703/5703, History of Modern Africa. Motion carried.

Motion by Dr. Bean, seconded by Dr. Gunter, to approve the following proposal with amended course description as follows: (a) add HIST 4183/5183, American Legal History, to the course descriptions. Motion carried.

Motion by Dr. Bean, seconded by Dr. Herrick, to approve the following proposal: (a) add HIST 4503/5503, History of Christianity, to the course descriptions. Motion carried.

Motion by Ms. Zimmer, seconded by Dr. Gray, to approve the following proposals: (a) Modify the title of HIST 6413, Seminar in European history, 1350-1789, to Seminar in Modern European History, and modify the course description as outlined in the proposal; (b) Modify the title of HIST 6433, Readings in European History, 1350-1789, to Readings in Modern European history, and modify the course description as outlined in the proposal. Motion carried.

5. Department of Music

Motion by Ms. Futterer, seconded by Dr. Gray, to approve the following proposal: (a) add MUS 5853/4853, Music of the World’s Peoples, to the course descriptions. Motion carried.
6. **Department of Physical Sciences:**

Motion by Dr. Herrick, seconded by Dr. Gray, to table the following proposal: add CHEM 6881-3, Workshop; GEOL 6881-4, Workshop; and PHYS 6881-4, Workshop, to the course descriptions. Motion carried.

7. **Departments of Electrical Engineering and Mechanical Engineering**

Motion by Dr. Dykema, seconded by Dr. Gunter to approve the following proposals: (a) add ELEG 5313/4313, Modern Control Systems, to the course descriptions; (b) add MCEG 5413/4413, Finite Element Analysis, to the course descriptions; and (c) add MCEG 5463/4463, Heating, Ventilating, and Air-Conditioning Design, to the course descriptions. Motion carried.

Dr. Dykema, along with Dr. Wilson and Dr. Gunter reported on issues surrounding graduate faculty status. Dr. Dykema supplied a handout detailing concerns and issues.

Dr. Clary requested volunteers for a Higher Learning Commission sub-committee to catalog general goals regardless of discipline for graduate programs. Dr. Gray, Dr. Theresa Herrick, and Dr. Johnette Moody agreed to serve on the committee with Dr. Moody agreeing to serve as chair.

Meeting adjourned at 4:49 p.m.

Respectfully submitted,

Tammy Rhodes