



Graduate Council

Agenda—Thursday, March 22, 2017, 2:00 p.m.  
Academic Affairs Conference Room WAB 239

1. Call to Order
2. Consideration of February 8, 2018 minutes (Appendix A)
3. Graduate Enrollment Report (Appendix B: Week 8)
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

## APPENDIX A



Graduate Council

Minutes —Thursday, February 8, 2018, 3:00 p.m.

Academic Affairs Conference Room WAB 227

Members Present: Alex Lebedinsky, Carl Myers, Martha Day, Justavian Tillman, Mercy Ebuetsse, Eric Reed, Wes Berry, Ann Ferrell, Allie Crume, Laurie Branstetter, Richard Dressler, Kristie Guffey, Merrall Price, Scott Lyons, Chris Groves

Members Absent: Leyla Zhuhadar, Kirk Atkinson, Towhid Mahmood, Carl Dick, Dominic Lanphier, Amy Cappiccie, Clarissa Lightsy, Gabrielle Bradley, Divya Gangavelli, Molly Kerby

Guests: Sylvia Gaiko, Tony Norman, Danita Kelley, Laura Burchfield

1. Call to Order \*Reed
2. Consideration of December 7, 2017 minutes (Appendix A)  
Reed/Dressler motion to approve; passed.
3. Graduate Enrollment Report (Appendix B)  
\*Lyons reports we are down 85 students overall compared to this time last year. We are down 106 international students and up 21 domestic students.
4. Committee Reports
  - a. Policy Committee: Admissions Policy (Appendix C)  
\*Reed mentions there is no one to lead the Policy Committee.
  - b. Curriculum Committee: Kirk Atkinson (Appendix D)  
\*The report is accepted as presented.
  - c. Student Research Grants Committee: No report; next applications due 31 January 2018  
\*Wes reports there were twelve applications – most were fully funded and some were partially funded. They started this third submission cycle with about forty-nine thousand in the budget. There will be about twenty to twenty-five thousand after this third cycle.
5. Report from Dean of the Graduate School: Dean Scott Lyons  
\*Lyons shared that the Graduate School's typical practice is to look at what the department and college dean commits to. The Graduate School will typically match the lower amount. They were able to do a little bit more this year since there was a little more in the budget.  
  
\*The graduate enrollment management software RFP is done. They have had the presentations from the two vendors. Ashlee Tilford is in the process of scheduling a meeting for the RFP committee to reconvene. They will make reference calls and to speak with people who use these

systems. Julie Harris and Scott Gordon want to be on reference calls and potentially visit banner schools who use the software. Lyons would like the contract signed by the end of the semester.

\*The new appeals process is underway. The appeals are being reviewed by the committee and Dr. Lyons.

\*The first Lunch and Learn of the spring semester will be March 1<sup>st</sup>. The theme will be getting the job. The students will bring their resume and can review them with mentors from their college.

\*The IMPACT speaker for spring 2018 will likely be a Tibetan Monk and his two protégés.

\*The Graduate School newsletter has been sent out. Graduate Students, Administrators, Staff, and Graduate Coordinators should have received the newsletter. Lyons will also send it out to everyone on the Graduate Council. The third party platform had some issues with filters that had to be worked out.

\*The Graduate School GA is working to create a summer magazine. It will be printed. It will be sent out to Alumni, Students, and campus.

\*Lyons announced he had tried to keep the resident rate flat for next year since we are a little high on that side. His proposed tuition plan for next year was denied. There will be a three percent increase on resident and non-resident tuition.

\*The Program of Study is being sent for another round of testing. They are optimistic it should be ready in a week or so to begin testing in the Graduate School.

\*Dressler mentioned SLP is looking at a centralized application. Lyons explains we cannot use that to replace The Graduate School application. Dressler liked the aspect that it might automatically calculate GPA in the system.

\*Lyons noted that all they can award for graduate assistantships is what is in the index. He suggested doing more partial assistantships. He will hopefully know how much they will have to award in the next 2-3 weeks.

## 6. Public Comments

\*Dr. Norman will be attending Graduate Council for the rest of the semester as a guest.

## 7. Announcements and Adjourn

\*Reed makes a motion to adjourn





8	Physical Therapy	30	60	90	88	86	-2	56
8	99SC: Exploratory/Undeclared	9	5	4	4	3	-1	-6
8	Philosophy and Religion	9	7	5	3	2	-1	-7
8	Psychological Sciences		38	30	22	21	-1	
8	99AR: Exploratory/Undeclared	4	8	5	3	3	0	-1
8	Diversity and Community Studies	33	31	40	32	32	0	-1
8	99ED: Exploratory/Undeclared	150	146	145	122	123	1	-27
8	Agriculture	12	18	12	30	31	1	19
8	Communication	21	22	23	17	18	1	-3
8	Ed Admin, Leadership, and Research	91	122	123	113	114	1	23
8	Folk Studies and Anthropology	27	22	18	17	18	1	-9
8	History	34	33	22	18	19	1	-15
8	Physics and Astronomy	10	7	9	6	7	1	-3
8	School of Nursing	239	195	167	159	160	1	-79
8	English	29	22	26	29	34	5	5
8	Applied Human Sciences	16	15	16	19	25	6	9
8	Sociology	25	24	23	21	28	7	3
8	Psychology	78	42	52	62	70	8	-8
8	Biology	41	34	29	30	40	10	-1
8	Accounting	7	12	6	6	17	11	10
8	Counseling and Student Affairs	127	113	104	93	104	11	-23
8	Communication Sciences and Disorders	172	148	154	153	172	19	0
8	School of Professional Studies	53	84	218	292	311	19	258
8	99HH: Exploratory/Undeclared	62	115	60	35	60	25	-2
		2,636	2,618	2,778	2,598	2,541	-57	-95

By primary academic program (sorted by one amount of increase in one year, smallest to largest):

Week #	Selected Category	2014	2015	2016	2017	2018	1 Yr Diff	4 Yr Diff
8	Addictions Education, CER (#0492)					1		
8	Art Education for Teacher Leaders, MAE (#0443)~	2	6	1	1			
8	Autism Spectrum Disorders, CER (#0441)	4	2	1		2		-2
8	Biology, CER (#0493)					1		
8	Brewing and Distilling Arts & Sciences, CER (#0486)					1		
8	Career Counseling, CER (#0440)~	5	4					
8	Communication Disorders, MS (#114)~	158	73	11		1		-157
8	Communication Disorders, R1 (#164)~	14	7	11	6			
8	Communication, MA (#109)~	5						
8	Community College Faculty Preparation, CER (#162)	3	2	2				
8	Early Childhood Education, R1 (#156)	1						
8	Economic Data Analytics, CER (#0491)					1		
8	Education/UL, CD (#142)	1	1					
8	Elementary Education Teacher Leader, R2 (#0430)	2						
8	Emergency Nurse Practitioner, CER (#0480)				2			
8	Exceptional Education - LBD, MAE (#0424)~	3		1				
8	Geographic Information Science, CER (#203)	1						
8	Gifted Education and Talent Development, EDS (#0490)					1		

8	Historic Preservation, CER (#0423)			1		2		
8	History Education, MAE (#111)~	1						
8	International Student Services, CER (#0415)	4	3	3	1			
8	Leadership Dynamics, MA (#0422)~	11	1	1				
8	Leadership Studies, CER (#163)~	12	2	2				
8	Leadership Studies, MA (#0464)~	30	10	2				
8	Literacy in Post-secondary Settings, CER (#0462)	5	4	1		1		-4
8	MSD Certification, C (#0477)~			2				
8	Music Education for Teacher Leaders, MAE (#0439)~	1						
8	Nursing Education (Post MSN), CER (#172)	2						
8	Organizational Communication, CER (#175)~		1					
8	Physical Education, MS (#090)~	1						
8	Religious Studies, CER (#1711)~				1			
8	Secondary Education Teacher Leader, R2 (#0432)		1			1		
8	Secondary Education, EDS (#119)~	1	1	1				
8	Secondary Education, MAE (#103)~		1					
8	Special Education, LBD, MAE (#0437)~	26	6	4				
8	Standard Guidance - Rank 1, R1 (#048)	3	6	2		1		-2
8	Teaching English to Speakers of Other Languages, CER (#0416)	2	3	3		1		-1
8	Technology Management, MS (#045)~	8	2	1	1			
8	Recreation and Sport Administration, MS (#095)	256	253	240	222	183	-39	-73
8	Elementary Education for Teacher Leaders, MAE (#0433)	63	61	64	45	22	-23	-41
8	Computer Science, MS (#117)	32	31	102	48	27	-21	-5
8	Engineering Technology Management, MS (#0447)	45	56	65	46	25	-21	-20



8	Health Administration, MHA (#153)	71	79	71	69	52	-17	-19
8	Social Work, MSW (#157)	120	107	105	107	92	-15	-28
8	Mathematics, MA (#049)	32	24	29	33	22	-11	-10
8	Nursing, MSN (#149)	180	133	85	64	53	-11	-12 7
8	Business Administration, MBA (#057)	99	88	116	103	93	-10	-6
8	Instructional Design, MS (#0428)	8	21	22	16	8	-8	0
8	Public Administration, MPA (#051)	50	42	37	29	21	-8	-29
8	Applied Economics, MA (#0410)	15	22	20	16	10	-6	-5
8	Environmental and Occupational Health Science, MS (#0473)		7	17	19	13	-6	
8	Educational Leadership, C (#131)	34	62	65	61	56	-5	22
8	Counseling, C (#159)	20	7	9	5	1	-4	-19
8	Environmental Health and Safety, CER (#0427)	3	2	2	5	1	-4	-2
8	Family Nurse Practitioner (Post MSN), CER (#0449)	5	4	8	13	9	-4	4
8	Library Media Education, MS (#083)~	77	76	76	72	68	-4	-9
8	Non-Degree University College, ND (#0006)	11	10	20	12	8	-4	-3
8	Chemistry, MS (#059)	32	28	27	26	23	-3	-9
8	Educational Leadership, EDD (#0010)	129	130	119	107	104	-3	-25
8	Elementary Education, R1 (#084)	5	6	6	6	3	-3	-2
8	Facility and Event Management, CER (#0455)	1	2	2	8	5	-3	4
8	Literacy Education, MAE (#044)	16	17	14	14	11	-3	-5
8	Middle Grades Education for Teacher Leaders, MAE (#0434)	17	14	21	21	18	-3	1
8	Music, MM (#0453)	14	16	20	21	18	-3	4
8	Special Education: Moderate and Severe Disabilities, MAE (#0438)	34	24	9	13	10	-3	-24

8	Education and Behavioral Science Studies, MAE (#042)	3	5	5	9	7	-2	4
8	Geoscience, MS (#072)	31	26	27	25	23	-2	-8
8	Instructional Design, CER (#0418)	6	6	13	4	2	-2	-4
8	Mathematics, MS (#085)	8	7	10	14	12	-2	4
8	Non-Degree Science, ND (#0004)	9	5	4	4	2	-2	-7
8	Nonprofit Administration, CER (#0463)	12	6	10	5	3	-2	-9
8	Not Pursuing a Degree, ND (#126)	26	25	32	21	19	-2	-7
8	Organizational Communication, MA (#0012)	16	19	20	16	14	-2	-2
8	Physical Therapy, DPT (#0013)	30	60	90	88	86	-2	56
8	School Administration, EDS (#098)	1	3	5	5	3	-2	2
8	Adult Education, CER (#0450)	3	4		3	2	-1	-1
8	Biology for Teacher Leaders, MAE (#0442)		1	2	2	1	-1	
8	Creative Writing, MFA (#0478)			6	13	12	-1	
8	Folk Studies, MA (#069)	27	22	17	17	16	-1	-11
8	Gender and Women's Studies, CER (#1712)	7	5	11	9	8	-1	1
8	Interdisciplinary Early Childhood Education, Birth to Primary, for Teacher Leaders, MAE (#0461)	3	4	4	5	4	-1	1
8	Lean Sigma, CER (#0452)	1	3	6	2	1	-1	0
8	Middle Grades Education for Initial Certification, MAT (#0458)	1	1	2	2	1	-1	0
8	Organizational Leadership, CER (#1723)		7	24	7	6	-1	
8	Psychology, MS (#0469)		38	30	22	21	-1	
8	School Psychology, EDS (#147)	21	21	22	25	24	-1	3
8	Secondary Education, R1 (#124)	4	4	3	4	3	-1	-1
8	Special Education Initial Certification: Learning and Behavioral Disorders, MAT (#0456)	16	17	10	9	8	-1	-8

8	Advanced Worksite Health Promotion, CER (#0465)			1	1	1	0	
8	Aging Studies, CER (#0419)	6	5	6	1	1	0	-5
8	Counseling, MAE (#043)	37	30	34	41	41	0	4
8	Dietetic Practice, CER (#0451)	10	10	10	10	10	0	0
8	Educational Technology, CER (#167)	1	3	3	2	2	0	1
8	Elementary Education, EDS (#118)~	1		1	1	1	0	0
8	Library Media Education, R1 (#0429)	1	2	2	1	1	0	0
8	Measurement, Evaluation and Research, CER (#0488)				1	1	0	
8	Middle Grades Education, R1 (#158)	3			1	1	0	-2
8	Non-Degree Arts and Letters, ND (#0002)	4	8	5	3	3	0	-1
8	Non-Degree Business, ND (#0001)	2	1	3	2	2	0	0
8	Psychiatric Mental Health Nurse Practitioner, CER (#0479)			8	9	9	0	
8	Religious Studies, MA (#0446)~	9	7	5	2	2	0	-7
8	Teacher Education, C (#132)	13	14	16	16	16	0	3
8	Agriculture, MS (#052)	12	18	12	30	31	1	19
8	Business Sustainability, CER (#0474)				1	2	1	
8	Criminology, MA (#0421)	10	11	14	15	16	1	6
8	Director of Special Education, R1 (#0426)	3	4	1	2	3	1	0
8	Elementary Math Specialization, P-5, CER (#0485)				1	2	1	
8	History, MA (#078)	33	33	22	18	19	1	-14
8	Homeland Security Sciences, MS (#0413)	10	7	9	6	7	1	-3
8	Intercollegiate Athletic Administration, CER (#0481)			6	1	2	1	
8	Secondary Education for Teacher Leaders, MAE (#0435)	52	41	33	26	27	1	-25

8	Social Responsibility and Sustainable Communities, MA (#0448)	26	26	29	23	24	1	-2
8	Gifted Education and Talent Development, MAE (#0482)			7	20	22	2	
8	Communicating in Organizations, CER (#0471)		2	3	1	4	3	
8	Psychology, MA (#092)	57	21	18	19	22	3	-35
8	Adult Education, MAE (#047)	38	30	23	16	20	4	-18
8	Career Services, CER (#0468)		4	2	1	5	4	
8	Interdisciplinary Early Childhood Education, Birth to Primary, Initial Certification, MAT (#0460)	10	11	6	6	10	4	0
8	Kinesiology, MS (#0454)	15	15	12	15	19	4	4
8	Student Affairs in Higher Education, MAE (#145)	30	43	43	33	37	4	7
8	English, MA (#067)	27	19	17	16	21	5	-6
8	School Administration, R1 (#121)	11	20	28	27	32	5	21
8	Applied Psychology, PSYD (#0476)			12	18	24	6	
8	Child and Family Studies, MS (#0489)				8	14	6	
8	Non-Degree Education, ND (#0005)	18	11	21	6	12	6	-6
8	School Counseling, MAE (#046)	28	16	11	12	18	6	-10
8	Secondary Education for Initial Certification, MAT (#0495)	12	19	17	13	19	6	7
8	Sociology, MA (#105)	15	13	9	6	12	6	-3
8	Biology, MS (#056)	41	33	27	28	38	10	-3
8	Accountancy, MACC (#0445)	7	12	6	6	17	11	10
8	Public Health, MPH (#152)	61	57	55	47	59	12	-2
8	Special Education for Teacher Leaders: Learning and Behavioral Disorders, MAE (#0457)	19	20	20	24	39	15	20
8	Nursing Practice, DNP (#0011)	52	58	66	71	89	18	37
8	Organizational Leadership, MA (#0467)		64	189	285	305	20	

8	Speech-Language Pathology, MS (#0466)		68	132	147	171	24	
8	Non-Degree Health and Human Services, ND (#0003)	62	115	60	35	60	25	-2
		2,636	2,618	2,778	2,598	2,541	-57	-95

## APPENDIX C

### Graduate Council Curriculum Committee Report for Graduate Council Meeting – March 19, 2018

Received as of cutoff 8 AM 3/8/2018

Graduate Courses	Type	Received	Action taken
CRIM 500 Law Enforcement	Action	3/2/2018	Approved, Learning Objective minor changes
DPT 737 Neurophysiology	Action	2/12/2018	approved
DPT 739 Foundations for Physical Rehabilitation	Action	2/12/2018	approved
EOHS 502 Health Promotion in the Workplace	Action	3/5/2018	approved
EOHS 503 Health Assessment in Workplace	Action	3/5/2018	approved
HMD 581 Professional Preparation for a Dietetic Internship	Action	3/5/2018	approved
HMD 587 Seminar in Concepts and Methods of Dietetic Practice	Action	3/5/2018	approved
KIN 512 Advanced Strength & Conditioning	Action	3/7/2018	approved
KIN 596 Internship in Exercise Physiology	Action	3/7/2018	approved
LTCY 524 Content Area and Disciplinary Literacy	Action	2/15/2018	approved
PS 526 Local Government Administration	Action	3/2/2018	Approved, minor amendments to Learning Objectives
PSY 514 Program Evaluation and Research Methods	Action	3/7/2018	Approved, minor amendments to Learning Objectives

#### Graduate Programs

0013: Physical Therapy	Action	2/12/2018	Approved
0421: Criminology	Action	3/2/2018	Approved
044: Literacy Education	Action	2/15/2018	Approved
0442: Biology for Teacher Leaders	Action	3/7/2018	Approved
0451: Dietetic Practice	Action	3/5/2018	Approved
0454: Kinesiology	Action	3/7/2018	Approved
0463: Nonprofit Administration	Action	3/5/2018	Approved
0465: Workplace Health Promotion	Action	3/5/2018	Approved
105: Sociology	Action	3/2/2018	Approved
121: School Administration, Rank I	Action	2/15/2018	Approved
131: Certification Only, Education Leadership	Action	2/15/2018	Approved

147: School Psychology	Action	3/7/2018	Approved
159: Certification Only, Counseling	Action	2/15/2018	Approved
1745: Local Government Administration	Action	3/2/2018	Approved, after long discussion related to program viability and sustainability.

The minutes are normally taken by Jessica Steenbergen; in her absence, Dr. Gaiko made an audio recording that will eventually be transcribed and made available on the shared drive under the Graduate Council folder.

**Members:**

- [Dr. Kirk Atkinson](#), Chair (GFCB)  
- Email: [kirk.atkinson@wku.edu](mailto:kirk.atkinson@wku.edu)
- [Dr. Martha Day](#), (CEBS)  
- Email: [martha.day@wku.edu](mailto:martha.day@wku.edu)
- [Dr. Richard Dressler](#), (CHHS)  
- Email: [richard.dressler@wku.edu](mailto:richard.dressler@wku.edu)
- [Dr. Kristie Guffey](#), (UC)  
- Email: [kristie.guffey@wku.edu](mailto:kristie.guffey@wku.edu)
- [Dr. Chris Groves](#), (OCSE) absent  
- Email: [chris.groves@wku.edu](mailto:chris.groves@wku.edu)
- [Dr. Ann Ferrell](#) (PCAL) absent  
- Email: [ann.ferrell@wku.edu](mailto:ann.ferrell@wku.edu)