**Graduate Council Meeting Agenda**

**February 12, 2020 3:00 PM**

**Pioneer Room, Memorial Union**

1. **Welcome Back**
2. **Call to Order 3:01 - 3:01 PM**

Attendees: Dr. Scott Robson, Dr. Elliot Isom, Dr. Phillip Olt, Dr. Eric Gillock, Dr. Gary Andersen, Dr. Kimberly Chappell, Dr. Suzanne Becking, Dr. Kimberly Perez, Dr. David Fitzhugh, Dr. Paul Faber, Ms. Rhonda Weimer, Ms. Janelle Harding, Dr. Whitney Whitaker, Dr. Thomas Schafer, Dr. Karmen Porter, and Dr. Pauline Scott.

Guests: Dr. Valerie Zelenka, Ms. Kaley Klaus, and Ms. Maureen Duffy

Not in Attendance: Ms. Linda Ganstrom, Dr. Brent Goertzen, Dr. Trey Hill, Ms. Misty Koonse, Dr. Candace Mehaffey-Kultgen, Dr. Brooke Moore, and Dr. Valerie Yu.

1. **Report from the Dean 3:01 - 3:03 PM**

Mr. Glen McNeil announced some upcoming events:

Research Speed Networking

Wednesday, February 26th

12:45-3:00pm

Forsyth Library - South Study Area

Grant Opportunity

Event participants become eligible to apply for seed grant funding. The Graduate School has provided a pool of $2,000 to fund up to four projects. This event was made possible by the collaborative efforts of Office of Scholarship and Sponsored Projects, Forsyth Library, Teaching Innovations and Learning Technologies, Scholarship Environment Committee, the Graduate School, and the Office of the Provost.

1. **Accelerated Programs Guidelines 3:03 – 3:07 PM**

The Graduate School is working on compiling information regarding our accelerated programs to create one document that addresses our current practice and procedures. This document will outline the process of creating a new accelerated program. The Graduate School is working closely with the Registrar’s office to ensure these courses are reflecting correctly on the accelerated students’ transcripts. Once the document is complete, the Graduate School will bring the final document to Graduate Council for

approval.

1. **Transfer of credits 3:07 – 3:10 PM**

A question arose in the Graduate School about transfer of credit specifically when it comes to someone getting a second masters from Fort Hays State University with common or overlapping core courses. The Graduate School is currently creating a document to state our policy regarding transfer of credits. *Under no circumstances can a course be used on more than one program of study*. If the student is working on an additional masters or an advanced degree and courses required for the second degree were also required for the previous degree, the advisor must notify the Graduate School of substitutions for those courses. Credit for Prior Learning (CPL) is not accepted as a substitution for the courses for the second degree.

1. **Spring Commencement 3:10 – 3:12 PM**

Spring Commencement is quickly approaching and the operations committee is starting to meet every Friday. Spring Commencement will be Friday, May 15 at 9 AM for Robbins College of Business and Entrepreneurship, College of Education, and Werth College of Science, Technology and Mathematics and will be Saturday, May 16 at 9 AM for the College of Arts, Humanities, and Social Sciences and the College of Health and Behavioral Sciences. Both ceremonies will be located in Gross Memorial Coliseum. The Provost office will be handling recruitment of marshals for the Graduate School this year.

1. **Enrollment Numbers are up! Great job to everyone! 3:12 – 3:12 PM**
2. **Curriculum Sub-Committee Approvals 3:12 – 3:31 PM**

Dr. Kimberly Chappell, Chair of the Curriculum Sub-Committee, reported on the courses and program approvals the sub-committee voted on for this month. Minutes from the Curriculum Sub-Committee are posted on our Blackboard page under the curriculum tab.

Course Approvals

MUS 891 Graduate Jazz History

Approved with the minor edit recommendations: A schedule is provided in the syllabus along with updated university policies.

Vote approve – 9 –0 –1 (Paul abstained)

COUN 910 Advance Counseling Practicum

Approved with the minor edit recommendations: The Application needs revision – the course type appears incorrect and the course credits should not be 9999.

Vote approve – 9 –0–1 (Brooke abstained)

SPED 823 Foundations in Autism Spectrum Disorder and Leadership

Approved with the minor edit recommendations: There is a discrepancy in the course title between the application and syllabus. The DSM referenced in the syllabus is not listed as a required text. The term speech therapist terminology should be updated to speech language pathologist.

Vote approve – 9 –0 –1(Brooke abstained)

Dr. Kimberly Chappell moved a motion to approve all three courses. Ms. Rhonda Weimer seconded the motion. All members were in favor with one abstain.

Vote approve 15-0-1 (Dr. Paul Faber)

Program Approvals

MPS Concentration in Workforce Development

The committee reviewed the course syllabus and supporting documents and voted to table this approval until next meeting to give time for major concerns to be addressed.

Concerns are as follows:

* + 1. Rigor is in question; there are very few 800 level courses
    2. Curriculum map needs clarity to explain introducing and mastering in the same course
    3. Sequencing of the courses in the program is requested
    4. Application author will be invited to attend March 5 meeting

Vote approve –9 –0 –1(Candace abstained)

APS (Ed.S.) Concentration in Digital Leadership

The committee reviewed the course syllabus and supporting documents.

Approved without recommendations.

Vote approve –9 –0 –1(Kim abstained)

There was a discussion about some of the courses for the APS (Ed.S.) Concentration in Digital Leadership overlapping with current courses available to graduate students. This motion was to approve the program in its entirety, but the curriculum sub-committee will approve each course where the overlapping course issue will be addressed at that time.

Dr. Kimberly Chappell motioned to table the MPS Concentration in Workforce Development program and approve APS (Ed.S.) Concentration in Digital Leadership. Dr. David Fitzhugh seconded the motion. The motion was approved 15-0-1 (Dr. Scott Robson).

Mr. Glen McNeil distributed a handout, which was an established list of programs/courses that have been approved. Please see handout in February Meeting section in Blackboard.

1. **Appeals Sub-Committee Report 3:31 – 3:32 PM**

Since the last meeting, the appeals sub-committee has reviewed two admission appeals and one grade appeal. All three appeals were discussed and reviewed, but ultimately the decision was to deny the appeals.

1. **Kansas Graduate Research Summit 3:32 – 3:33 PM**

The Kansas Graduate Research Summit will be held February 26, 2020 on the 1st Floor Rotunda in the Capitol Building in Topeka, KS. The Graduate School will have five posters and six participants attending this year. We had about fifteen applicants, which was significantly higher than last year. Participant departments included Advance Education Programs, Criminal Justice, Psychology, Doctor of Nursing Program (DNP), and a collaboration between Chemistry and Biology.

1. **Badging Committee 3:33 – 3:35 PM**

The Graduate School will be hosting the meeting badging committee meeting Monday, February 17. This first meeting will be to create a best practice document and create the policy and procedures that should be followed when implementing new badging programs for both undergraduate and graduate students.

1. **Scholarship/Grant Committee 3:35 – 3:37 PM**

The Graduate School created a committee to review grant applications that will be funded by the Graduate School. The Graduate School will be funding $4,000 worth of scholarships to seed graduate research. The first meeting will be Tuesday, February 18. The Graduate School would like to host a Fall Graduate Research day similar to SACAD for graduate students to display their graduate research.

1. **Graduate Teaching Assistant Allocations FY21 3:37 – 3:40 PM**

GTA allocation proposals were sent to all department chairs on Monday, February 3. Proposals are due by **Monday, February 17 at noon**. The Graduate School is hoping to have funds allocated to departments by spring break. If you would like to post your open GTA positions, please contact Staci DeWild via email.

1. **Fall Commencement 3:40 – 3:43 PM**

Fall commencement was a great success. We had 248 degrees conferred and 106 participate in commencement. Next year’s fall commencement has been approved and will be **Friday, December 11 at 1 PM for all colleges**.

1. **Office of Scholarship and Sponsored Project Report 3:43 -3:45 PM**

Research Compliance Summary

The Institutional Review Board (IRB) met monthly and received 153 new research proposals involving human subjects. The Institutional Animal Care and Use Committee (IACUC) held 5 convened meetings and reviewed 21 new protocols.

Sponsored Projects Summary

In FY19, FHSU submitted 56 requests for funding totaling $9,537,476.88, and received 51 awards totaling $7,102,627.85. This is a success ratio (#awards/#proposals) of 91%, and a funding yield ($awarded/$requested) of 74%. However, these ratios must be interpreted cautiously because some of the new awards were submitted in FY18, and the award amounts also include multi-year grants. The 35-day budget shutdown last winter resulted in significant delays in grant award notifications for FHSU; awards that should have been made during FY19 have been deferred until FY20.

FY19 was a record year for awards received with the previous record being in FY18 with a total of $5,264,706.72. FY19 also saw the largest single award in FHSU history, receiving a federal grant of $2,796,398.00 from the Health Resources & Services Administration (HRSA)!

URE Summary

Based on data collected from chair reports, FY19 saw a slight decrease in the number of undergraduates reported to have completed a research/creative project. Additionally, there was an increased number of requests for funding from the URE grant program which far exceeded the available funding. There were 20 applications from faculty, who requested a total of $79,072.37 in funding. Thirteen proposals were funded, for a total of $44,969.00. Six of the awardees had not received URE grants before. Nearly 1,300 students participated in undergraduate research/scholarly/creative activities during FY19. Five students attended the Undergraduate Research Day at the Capitol in Spring 2019.

SACAD Summary

Record number of attendees: 841

Art & Creative Works Exhibit submissions: 150

Oral Presentation submissions: 20

Poster submissions: 114

* + - 1. Undergrad: 71
      2. Graduate: 30
      3. Faculty/Staff: 13

Graduate Scholarly Experience (GSE) Grants

Fall 2018: 20 applications, 17 awards totaling $6,000

Spring 2019: 15 applicants, 15 awards totaling $6,000