

Graduate Council

Approved Minutes

September 2021

Present: Dr. Vicki Ball, Ms. Amanda Baron, Dr. Natalie Cruz, Dr. Marc Embler, Dr. Peter Jenkins, Dr. Joseph Lin, Dr. Gary Metts, Mrs. Gabby Poole, Dr. Maxwell Rollins, Dr. Anthony Smith, Dr. Brian Smith, Dr. Angela Weaver, and Dr. Scott Yarbrough.

Absent: Dr. Crissy Ortiz, Dr. Melvin Sinclair, and Dr. Jacob Thorp

Ex-Officio: Bryan Ayer, Dr. Robert Doan, and Dr. Michael Shipe

- 1) Opening Prayer- Mrs. Gabby Poole opened the meeting in prayer.
- 2) Annual Report- Dr. Yarbrough let the Council know the Annual Report is now online.
- 3) Review of Graduate Faculty criteria.

Definitions:

FULL MEMBERSHIP

To be eligible for full memberships on the Graduate Faculty, a faculty member must meet the following criteria:

1. Earned the terminal degree or its evident equivalent in scholarly maturity and productivity
2. Completed a minimum of three years of college teaching experience, at least one of which must be subsequent to the receipt of the terminal degree
3. Be elected by the Graduate Council upon the recommendation of
 - a. the Department Chair
 - b. the Director of Graduate Studies in the appropriate area
 - c. the appropriate Academic Dean, and
 - d. the Vice President for Academic Affairs
4. Be re-appointed at five-year intervals, with reappointment requiring evidence of productivity in the areas of teaching, scholarship, and service, and
5. Have taught graduate courses at Charleston Southern University or another regionally accredited university/college within three years of appointment.
6. Doctoral faculty members teach only in the Ed.D. or the planned Physical Therapy program.

ASSOCIATE MEMBERSHIP

To be eligible for associate membership in the graduate faculty, a faculty member must meet the following criteria:

1. Completed at least two years of graduate work in the major field or its evident equivalent in scholarly maturity and productivity; professional experience and licensure for two years may count as equivalency for scholarship in professional and clinical fields.

2. Have at least two years of college teaching experience or hold the terminal degree in lieu thereof; or have at least two years professional experience and licensure in professional and clinical fields.
3. Be elected by the Graduate Council upon the recommendation of
 - a. the Department Chair
 - b. the Director of Graduate Studies in the appropriate area
 - c. the appropriate Academic Dean, and
 - d. the Vice President for Academic Affairs.
4. Be re-appointed at three-year intervals, with reappointment requiring evidence of scholarly productivity.

AFFILIATE MEMBERSHIP

Affiliate members are those who are appointed to teach on a course-by-course basis. These members must possess a minimum of a Master's degree and demonstrate successful experience in their fields in order to be appointed.

From the **Faculty Handbook**:

GRADUATE FACULTY

Graduate programs are designated as one of two categories:

- Research Intensive (to include the Ed.D.), or
- Professional Preparation (DPT)

Deans will consult with the VPAA on the designation appropriate for their programs.

GRADUATE FACULTY

- Primarily Professional Preparation track: Graduate courses count as regular load; professional backgrounds and experience are weighed along with research and development.
- Research Intensive Track: Graduate courses count as 4/3rds load. This is the primary track designated for full time faculty teaching in the EdD program.
- Appointment to this track is determined by academic credentials and information on the CV providing evidence of research, scholarship, and/or related scholarly activity. Coursework taken is aligned with course content in the EdD program of study.
- Faculty will be required to demonstrate research/scholarship for continuing appointment as this level of graduate faculty; for the EdD faculty the minimum requirement includes submission of an IRB proposal or grant application AND submission of a manuscript to a peer reviewed academic journal. This requirement will be evaluated on an annual basis for continuing classification as Research Intensive faculty.

4. Memberships Submitted:

Athletic Training:

New. Dr. Renae Bomar, Associate

A motion was made to remove Dr. Brian Seiler.

Dr. A. Smith motioned to approve. Dr. Metts seconded this motion. All approved.

Business:

New: Rachel Smith, Affiliate;

Dr. Rollins motioned to approve. Dr. Ball seconded this motion. All approved.

Renew as Full graduate faculty:

Dr. Darin Gerdes,

Dr. David Palmer

Renew the following faculty members as Associate graduate faculty:

Prof. Teddy Blanchard

Dr. Heather Chadwick

Dr. Embler motioned to approve. Dr. Metts seconded this motion. All approved.

Renew as Affiliate graduate faculty:

- Claxton, Lisa
- Holdorf, T Christopher
- Houghton, David
- Quatro, Scott
- Wagner, Rachel

Remove from the graduate faculty:

Juan Castro, (Affiliate)

Russell Spears (Associate)

Dr. Embler motioned to approve. Dr. Metts seconded this motion. All approved.

CAPS:

Renew David Britt, Associate

Dr. Lin motioned to approve. Dr. A. Smith seconded this motion. All approved.

Counseling:

Correct labeling to show Dr. Weaver is in Counseling, not Psychology.

New, Affiliate:

April Cagle

Kelli Kennedy

Dr. Debra Perez

Kimberly Reddout

Dr. Cruz motioned to approve. Dr. B. Smith seconded this motion. All approved.

Renewal:
Elizabeth Wofford

Dr. A. Smith motioned to approve. Dr. Ball seconded this motion. All approved.

Remove:
Dr. Christine Palmer
Dr. Melissa Rosenberg
Mr. James Moody

Education:
New:
Christina Furrow, Affiliate (MED program)
Natalie Newvine, Affiliate (MED)

Dr. Jenkins motioned to approve. Dr. Metts seconded this motion. All approved.

Dr. Natalie Cruz, Full, (EdD program)

Dr. A. Smith motioned to approve. Dr. Weaver seconded this motion. All approved.

PA Program:
Renew: Dr. Jerica Derr, promote to Full membership

Mrs. Poole motioned to approve. Dr. B. Smith seconded this motion. All approved.

DPT Program:
Remove: Dr. Jennifaye Brown (resigned from CSU);
New: Dr. Amanda Leve, Associate
Dr. Les Gilmer, Full
Dr. Janet Tankersly, Full

Dr. Embler motioned to approve. Dr. Cruz seconded this motion. All approved.

5) Level 1 Report

LEVEL ONE REPORT **September 2021**

NEW COURSE: **COUNSELING:**

- COUN 610: Attachment theory in Counseling. (3). Pre: Admission to Program & COUN 505. A study of the foundational principles of attachment theory throughout the lifespan, including parent/child, romantic and God attachment relationships. Specific attention will be given in the context of case conceptualization, clinical applications, and counseling dynamics. This course will introduce the student to research in attachment theory, with particular focus on the helper's self-understanding and self-development.

Dr. Metts motioned to approve. Dr. A. Smith seconded this motion. All approved.

6) Other business: Dr. Yarbrough discussed the Graduate Assistantship program with the Council.

Attached: Current list of graduate faculty

There being no further business, the meeting was adjourned.

Respectfully,

Amanda Baron
University Registrar

Graduate Council

Approved Minutes

November 2021

Present: Dr. Scott Yarbrough, Dr. Vicki Ball, Dr. Marc Embler, Dr. Peter Jenkins, Dr. Joseph Lin, Dr. Gary Metts, Dr. Crissy Ortiz, Dr. Maxwell Rollins, Dr. Mel Sinclair, Dr. Natalie Cruz, Dr. Anthony Smith, Dr. Brian Smith, Dr. Jacob Thorp, Dr. Angela Weaver

Absent: Ms. Gabrielle Poole

Ex Officio: Mr. Bryan Ayer and Ms. Amanda Baron

- 1) Opening Prayer – Dr. Maxwell Rollins opened the meeting with prayer.
- 2) Approval of September minutes – Dr. Vicki Ball made a motion to approve. Dr. Joseph Lin seconded the motion. All approved.
- 3) Approval of new Graduate Faculty appointments

CAPS:

Affiliates:

- Jon F. Christiansen, PhD
- Carey Dukes, Ex.DB
- Jermaine Whirl, EdD

Dr. Gary Metts made a motion to approve. Dr. Natalie Cruz seconded the motion. All approved.

DPT:

Associate:

- Jonathan Ahearn, DPT
- Timothy Gosnell, DPT
- Angela Stagliano, DPT, PhD

Dr. Mel Sinclair made a motion to approve. Dr. Brian Smith seconded the motion. All approved.

- 4) Registering students—
 - Non registered
 - And new
- 5) Enrollment report
- 6) Post meeting review of Graduate Faculty

Future consideration of approving a three-year renewal for affiliates.

- 8) Other business: There was no other business; the meeting was adjourned.

December 7, 2021 Addendum, approved by e-mail vote

Updated Policies

GRADUATE GRADE APPEAL POLICY:

- The Grade Appeal Policy online was outdated. An update was made to the undergraduate policy had never been applied and contained outdated language. Changes made were: clarifying procedure when a director is the instructor, removing “enrollment sub-committee,” and allowing a chair to appoint a committee of three faculty members if needed on a case by case basis.

Dr. Maxwell Rollins motioned to approve. Dr. Jacob Thorp seconded the motion. All approved.

Respectfully,

Laura Rochester

Office of the Registrar

Graduate Council

Approved Minutes

January 2022

Present: Dr. Scott Yarbrough, Dr. Vicki Ball, Dr. Jerica Derr, Dr. Marc Embler, Dr. Peter Jenkins, Dr. Gary Metts, Dr. Maxwell Rollins, Dr. Melvin Sinclair, Dr. Anthony Smith, Dr. Brian Smith, Dr. Jacob Thorp

Absent: Dr. Joseph Lin, Dr. Crissy Ortiz, Dr. Natalie Cruz, Dr. Angela Weaver, Ms. Amanda Baron

Ex-officio: Dr. Todd Ashby, Dr. Robert Doan, Dr. Gabrielle Poole, Dr. Michael Shipe, Dr. Elizabeth Wofford, Dr. Julie Fernandez, Ms. Christina Bruno

- 1) Opening Prayer – Dr. Yarbrough
- 2) Approval of November minutes – Dr. Brian Smith made a motion to approve. Dr. Melvin Sinclair seconded the motion. All approved.
- 3) Proposal: ***Approve Affiliates in two categories: full approval or provisional. Provisional approved annually; full is for 3 years.***
Dr. Melvin Sinclair made a motion to approve. Dr. Gary Metts seconded the motion. All approved.

- 4) Approval of new Graduate Faculty appointments

Computer Science:

Affiliates:

- Valerie Sessions, PhD – Dr. Gary Metts motioned to approve. Dr. Maxwell Rollins seconded the motion. All approved.
- Colin Doyle, PhD (Elect Eng) (*Provisional*) – Dr. Brian Smith made a motion to approve. Dr. Susan Ball seconded the motion. All approved.

- 5) Discussion regarding Acadeum at Graduate Level
- 6) Review/updating of Grad Faculty Roster (distributed).

The following members were removed from the Graduate Faculty Membership:

- Kelly Headley – per email from Dr. Jerica Derr.
- Ms. Jennifer Schlette—per email from Dr. Susan Ball.
- Dr. Cindy Dyson—per email from Dr. Susan Ball.
- Emilie Miley—per email from Dr. Brian Smith.

7) Discussion: publishing and research: The Council discussed the importance of graduate faculty—particularly those in research-intensive fields—being involved in scholarship, national and regional organizations, and producing research. It is understood that the pandemic and lack of funding have had deleterious effects.

8) There was no other business; the meeting was adjourned.

Respectfully,

Laura Rochester

Office of the Registrar

Graduate Council

Approved Minutes

March 2022

Present: Dr. Scott Yarbrough, Dr. Vicki Ball, Dr. Natalie Cruz, Dr. Jerica Derr, Dr. Marc Embler, Dr. Peter Jenkins, Dr. Joseph Lin, Dr. Gary Metts, Dr. Crissy Ortiz, Dr. Maxwell Rollins, Dr. Melvin Sinclair, Dr. Brian Smith,

Absent: Dr. Anthony Smith, Dr. Jacob Thorp, Dr. Angela Weaver

Ex-officio: Dr. Robert Doan (proxy for Anthony Smith), Dr. John Kuykendall, Dr. David Palmer, Dr. Gabrielle Poole, Ms. Christina Bruno, Ms. Amanda Baron

Guest: Ms. Stephanie Levan

- 1) Opening Prayer—Dr. Palmer opened the meeting with prayer.
- 2) Approval of January minutes—Dr. Metts made a motion to approve. Dr. Jenkins seconded the motion. All approved.
- 3) Approval of new Graduate Faculty appointments—Dr. Rollins made a motion to approve. Dr. Cruz seconded the motion. All approved.
- 4) Added as Associate Graduate Faculty: Humanities/Music
 - Dr. Marshall Forrester
 - Dr. Nick Holland
 - Dr. Dustin Ousley
- 5) International Students: Ms. Stephanie Levan discussed problems with retaining graduate international students and asked for consideration of dilemmas and input.
- 6) Council members were reminded that for the next meeting all adjuncts and Graduate Faculty members with expiring membership must be updated for summer and fall staffing.
- 7) LEVEL 2—Dr. Ball made a motion to approve. Dr. Cruz seconded the motion. All approved.

EDUCATION: Add New “program”: Endorsement for Teaching English as a Second Language.

7 credit hours endorsement program (NOT a certificate as erroneously stated in the request materials). Courses include Cultural and Linguistic Diversity for ESOL Educators (3 credit hours), Principles and Strategies for Teaching ESOL (3), and the Practicum in Teaching ESOL (1). See Level 1 report.

8) LEVEL 1 REPORT—Dr. Metts made a motion to approve. Dr. Rollins seconded the motion. All approved.

REPORT ON LEVEL 1 ACTIONS

March 17, 2022

I: CATALOG AND COURSE REVISIONS

MUSIC:

- Revise MUSI 595--“Special Topics in the Humanities and Fine Arts” to: “Special Topics in Music Pedagogy.” (Remains as 3 credit hours). New description: “This course offers a systematic examination of major historical and contemporary ideas in music education. Special consideration is given to philosophical, educational, theoretical, and practical applications involved in the organization, pedagogy, and administration of school music programs.”

II: NEW COURSE APPROVAL

EDUCATION:

- EDUC 667: Cultural and Linguistic Diversity for ESOL Educators. (3). Pre: none. “This course emphasizes language acquisition pedagogical theories, the impact of culture on language learning, and cognitive processes in second language learning. The course also focuses on cultural and linguistic diversity and identity with an emphasis on culturally responsive learning environment, cultural bias, socio-economic diversity, and the home-school connection.”
- EDUC 668: Principles and Strategies for Teaching ESOL. (3). Pre: none. “This course is designed to meet the varied needs of English learners by focusing on techniques for developing and implementing successful instructional strategies. The focus is on state and nationally adopted models of second language instruction in the K-12 classroom to prepare effective teachers of English language learners. The course will cover how to identify ESOL students, how to use appropriate instructional and assessment strategies aligned with PK-12 English language proficiency standards, and relevant laws and policies related to the instruction and services provided to an English language learner.”
- EDUC 669: Practicum in Teaching ESOL. (1). Pre: none. “This course is specifically designed for collaboration with content and ESL teachers. It is developed to equip ESL teachers with the skills of how to meet the academic and social needs of this unique population of students. This 15-hour practicum will provide the student with experiences working directly with students whose first language is not English.”

9) There being no other business, the meeting was adjourned.

Respectfully,

Laura Rochester
Office of the Registrar

Graduate Council

Minutes

April 2022

This agenda and attached CVs and Level 1 report (which is pasted in) distributed by email to all council members and members of Deans' Council with Graduate Programs on 25 April 2022.

Note that for this meeting, items are proposed as motions by submitters and seconded by myself.

1. Approval of March minutes, attached.
Motion: Registrar, Amanda Baron
Second: Dr. Yarbrough
Approved.
2. Level 1 Report: Attached
Submitted by Dr. Jenkins, and Dr. Smith, seconded Dr. Yarbrough. Approved.
3. Approval of new Graduate Faculty appointments

Nielsen College of Business:

Rachel Smith, PhD: serving as this summer and joining as full-time faculty in fall. Proposed for Associate Grad Faculty membership. (Professional Prep)

Submitted by Dr. Rollins per Dean, Dr. Palmer, seconded Dr. Yarbrough. Approved.

College of Education:

Tammy Harosky, Ed. D: Associate membership, MED (Professional Prep)
Krista Allison, PhD, Educational Leadership, EdD program (Research Intensive)

Submitted by Dr. Smith per Dean, Dr. Fernandez, seconded Dr. Yarbrough. Approved.

College of Science and Mathematics:

"Please appoint the following professors as full members to the Graduate Faculty at Charleston Southern University. These professors will teach in the MS in Biology (Start Summer 22)."

Renewal to Full; Research Intensive program

Melinda Walker, PhD, Professor of BIOL
Jim Brooks, PhD, Associate Professor of BIOL--
Imelda Tirtajaya, PhD, Associate Professor of BIOL
Sam Vetro, MD, Assistant Professor of BIOL
Amy Nolan-Roney, PhD, Professor of BIOL
Pete Jenkins, PhD, Professor of BIOL

Associate to Full:

Melissa Fly, PhD, Associate Professor of BIOL

Submitted by Dr. Jenkins per Dean, Dr. Ashby, seconded Dr. Yarbrough. Approved.

4) There being no other business, the meeting was adjourned.

Respectfully,

Laura Rochester

Office of the Registrar

REPORT ON LEVEL 1 ACTIONS

April 2022 Distributed Electronically

I: NEW COURSE APPROVAL

BIOLOGY:

- BIOL 550: Biological Science Fieldwork. (3) Pre: Admission to program and director approval. “The Biological Science Fieldwork course recognizes professional internship experience that is directly relevant to the MS in Biology curriculum. Internships must provide meaningful, intentional experiential education opportunities and should allow graduate students to apply knowledge, theories, and skills relevant to the life science. The internship experience must be approved before registration, and occur during the academic term of enrollment. Note, a maximum of six total credits of Biological Science Fieldwork may be applied toward the MS in Biology degree requirements. This course cannot be challenged. Grading is pass/fail.

EDUCATION:

- EDUC 904: Dissertation Hours. (1). Pre: Director approval. “The course will focus on completing the written dissertation and preparing for final dissertation defense.”

II: COURSE DELETIONS

MATHEMATICS:

- MATH 606, Concepts in Mathematics: Course no longer offered/needed since MAT has been deleted