

APPROVED BY GRADUATE COUNCIL

IDAHO STATE UNIVERSITY
ACTIONS OF THE GRADUATE COUNCIL

Memorandum No. 864
Meeting of April 16, 2008

MEMBERS PRESENT: Brian Attebery, Chuck Peterson, Gesine Hearn, Kenneth Khang, Peter Denner (for Stephanie Peterson), Chikashi Sato (for Marco Schoen), Ellen Rogo, Fred Risinger, Karen Wilson Scott, Alex Urfer, Cynthia Pemberton (ex officio), Tom Jackson (presiding).

MEMBERS EXCUSED/ABSENT: Stephanie Peterson, Marco Schoen, Jessica Frieder, Deb Easterly

GUESTS: Dr. Terry Engebretsen, Dr. Alan Johnson, Dr. Jessica Winston

I. ANNOUNCEMENTS

- A. NOI Infrastructure/Support Concerns document and signature document that were reviewed and signed by the Graduate Council previous to this meeting, were presented to Academic Council by Dr. Jackson.
- B. At-large assistantship requests are due next week and they will be discussed and decided upon by the Graduate Council at the April 30 meeting.
- C. Application information: Graduate applications for Fall 2008 are up compared to Fall 2007.
- D. Dr. Pemberton reported on the 2nd Friday Event sponsored by the Graduate Student Association that was held on April 11. The event highlighted research posters of current student projects in a gallery-walk forum.
- E. Dr. Pemberton updated the Council regarding the Graduate Student Academic Accommodation "Leave" policy draft which has been forwarded to the Vice President of Finance's office to initiate the MAPP process.

II. ONLINE BUSINESS

- A. Memorandum # 863 MSC to approve (9 y, 0 n).
- B. Student petition – MSC to approve (9 y, 0 n).
- C. Curriculum Issue – Department of Pharmacy (PHAR 645). MSC to approve (8 y, 0 n).

Change: description change regarding prerequisites.

PHAR 645 Pharmacotherapeutics for Advanced Practice Nurses 3 credits. A problem-based course emphasizing the fundamentals of drug action and the rational use of drugs to treat various organ system disease states. PREREQ: BIOL g563.

- D. Curriculum Issue – Department of Dental Hygiene (DENT 616). MSC to approve (10 y, 0 n).

Change: course description; title; number of credits from 2 to 1.

DENT 616 Progressive Dental Hygiene Practice I 1-2 credits. This clinical course provides students with experiential learning opportunities to enhance self-assessment and peer/student evaluation in clinical dental hygiene. Formative assessment techniques are applied to the process of dental hygiene care: assessment, diagnosis, care planning, implementation and evaluation. The course will culminate in an individualized professional development plan constructed by each student based upon faculty, self and peer assessments as well as career goals. May be repeated for up to 2 credits... Graded S/U. PREREQ: DENT 615 OR PERMISSION OF INSTRUCTOR.

- E. Curriculum Issue – Department of Dental Hygiene (DENT 617). MSC to approve (9 y, 0 n).

Change: new course

DENT 617 progressive Dental Hygiene Practice II. 1 credit. Clinical application of advanced dental hygiene care with the use of state-of-the-art technology throughout the process of dental hygiene care. Graded S/U. PREREQ: DENT 616 OR PERMISSION OF INSTRUCTOR.

- F. Curriculum Issue – Department of Dental Hygiene (DENT 620). MSC to approve (10 y, 0 n).

Change: description regarding prerequisites, co-requisites

DENT 620 Advanced Educational Theory and Methods 3 credits. Study of theory, principles, and research related to the faculty role in active teaching and learning, development of ethical reasoning, critical thinking and reflective judgment, development of curricular frameworks, outcomes and competencies, and course delivery methods. PREREQ: DENT 605 OR DEPARTMENTAL APPROVAL.

- G. Curriculum Issue – Department of Dental Hygiene (DENT 621). MSC to approve (9 y, 0 n).

Change: description regarding prerequisites, co-requisites

DENT 621 Dental Hygiene Clinical Instruction and Administration 3 credits. Theory and practices of clinical instruction and supervision, related to psychomotor skill development, competency-based evaluation, student mentoring and remediation. Examination of organizational and administrative philosophy and practice in curriculum planning, implementation, and evaluation based on accreditation standards. PREREQ: DENT 620 OR DEPARTMENTAL APPROVAL.

- H. Curriculum Issue – Department of Dental Hygiene (DENT 630). MSC to approve (8 y, 0 n).

Change: description regarding content, prerequisites, co-requisites

DENT 630 Rural and Community Health Programs 3 credits. Study of theories, epidemiology, cultural competence, and trends impacting rural and community healthcare programs. Emphasizes needs assessment, planning, implementation, and evaluation of health promotion/disease prevention programs and service-learning opportunities. PREREQ OR COREQ: DENT 605 OR DEPARTMENTAL APPROVAL.

- I. Curriculum Issue – Department of Dental Hygiene (DENT 631). MSC to approve (7 y, 0 n).

Change: course title

DENT 631 Management Strategies for Health Care 3 credits. Study of organizational leadership and management theory in a variety of healthcare delivery settings. Includes planning, organization, decision making, financial management, delivery of care, insurance and reimbursement practices. PREREQ: DENT 605 OR 630 OR DEPARTMENTAL APPROVAL.

- J. Curriculum Issue – Department of Dental Hygiene (DENT FORM D). MSC to approve 8 y, 0 n).

Change: the modifications to the Academic Requirements section should clarify these requirements for students. In addition, the modified course descriptions were included in the new catalog copy.

Academic Requirements

1. Once admitted, students must complete a plan of graduate study with their dental hygiene graduate advisor no later than the end of the first semester after enrollment. This plan must be approved by the Program Director.
2. Any student who, after admission to the Master of Science program, falls below a 3.0 GPA, or who receives a grade of C+ or below in two graduate courses during his or her program of study will be deemed to be performing at an unsatisfactory level and will be dismissed.
3. Any student who, after admission to the Master of Science program, receives a C, C-, D, F, or U grade in any graduate course in his or her program of study will be dismissed. Courses with grades U or C or lower may not be used to satisfy graduation requirements.
4. Current CPR, related screenings and/or immunizations are required prior to attending the on-campus orientation.

DENT 598P Professional Development Topics. Variable credit. May be repeated. A course for practicing professionals aimed at the development and improvement of skills. May be applied to graduate degrees under special circumstances. Graded S/U.

DENT 605 Program Development and Evaluation 3 credits. An overview of general principles of teaching, learning and evaluation in academic and community oral health programs. Emphasis on assessment, planning, implementation and evaluation of programs.

DENT 610 Special Care Populations 2 credits. Concepts related to providing oral health care for special care populations. Emphasis on assessment, planning, implementation and evaluation of care for individuals with transient or lifelong physical, mental, medical or social health needs.

DENT 615 Progressive Dental Hygiene Theory 3 credits. Critical analysis of the dental hygiene process of care related to advanced preventive and therapeutic interventions to various population groups, technology and outcomes.

DENT 616 Progressive Dental Hygiene Practice I 1-2 credits. This clinical course provides students with experiential learning opportunities to enhance self-assessment and peer/student evaluation in clinical dental hygiene. Formative assessment techniques are applied to the process of dental hygiene care: assessment, diagnosis, care planning, implementation and evaluation. The course will culminate in an individualized professional development plan constructed by each student based upon faculty, self and peer assessments as well as career goals. May be repeated for up to 2 credits. Graded S/U. PREREQ: DENT 615 OR PERMISSION OF INSTRUCTOR.

DENT 617 progressive Dental Hygiene Practice II. 1 credit. Clinical application of advanced dental hygiene care with the use of state-of-the-art technology throughout the process of dental hygiene care. Graded S/U. PREREQ: DENT 616 OR PERMISSION OF INSTRUCTOR.

DENT 618 Leadership Strategies to Improve Health Care 3 credits. Application of leadership theory and models to professional issues, policy development, advocacy, coalition building, strategic planning, communication, conflict resolution and professional advancement.

DENT 620 Advanced Educational Theory and Methods 3 credits. Study of theory, principles, and research related to the faculty role in active teaching and learning, development of ethical reasoning, critical thinking and reflective judgment, development of curricular frameworks, outcomes and competencies, and course delivery methods. PREREQ: DENT 605 OR DEPARTMENTAL APPROVAL.

DENT 621 Dental Hygiene Clinical Instruction and Administration 3 credits. Theory and practices of clinical instruction and supervision, related to psychomotor skill development, competency-based evaluation, student mentoring and remediation.

Examination of organizational and administrative philosophy and practice in curriculum planning, implementation, and evaluation based on accreditation standards. PREREQ: DENT 620 OR DEPARTMENTAL APPROVAL.

DENT 625 Dental Hygiene Education Practicum 2-4 credits. Individualized experience to apply principles and theories in dental hygiene education. Approval required for practicum sites. May be repeated for a maximum of 6 credits. Graded S/U. PREREQ: DENT 616 and 620, OR DEPARTMENTAL APPROVAL.

DENT 630 Rural and Community Health Programs 3 credits. Study of theories, epidemiology, cultural competence, and trends impacting rural and community healthcare programs. Emphasizes needs assessment, planning, implementation, and evaluation of health promotion/disease prevention programs and service-learning opportunities. PREREQ OR COREQ: DENT 605 OR DEPARTMENTAL APPROVAL.

DENT 631 Management Strategies for Health Care 3 credits. Study of organizational leadership and management theory in a variety of healthcare delivery settings. Includes planning, organization, decision making, financial management, delivery of care, insurance and reimbursement practices. PREREQ: DENT 605 OR 630 OR DEPARTMENTAL APPROVAL.

DENT 635 Rural and Community Health Practicum 2-4 credits. Individualized service-learning experience designed to apply theories in rural and community health to improve access to care. Approval required for practicum sites. May be repeated for a maximum of 6 credits. Graded S/U. PREREQ: DENT 616 AND 630 OR DEPARTMENTAL APPROVAL.

DENT 640 Independent Study in Dental Hygiene 2-3 credits. Specific problems selected on the basis of interest and preparation. Individualized student effort under the guidance of the instructor. May be repeated up to 6 credits.

DENT 648 Literature Analysis and Synthesis 2 credits. Introduction to the research process and the use of scientific literature to define a theoretical basis for future research. Requires gathering evidence, searching databases, analyzing and synthesizing literature to write a literature review. PREREQ OR COREQ: UNDERGRADUATE STATISTICS OR BIostatISTICS COURSE.

DENT 649 Dental Hygiene Research Methodology 2 credits. Application of principles of problem and research question formulation, sampling, design and methods, reliability and validity, and applied statistics in dental hygiene. Requires preparation of a research proposal. PREREQ: DENT 648.

DENT 650 Thesis 1-6 credits. Research project under supervision of academic faculty member. May be repeated. Minimum of 3 credits required. Graded S/U. PREREQ OR COREQ: DENT 649 AND PERMISSION OF PROGRAM DIRECTOR.

- K. Curriculum Issue – Department of Psychology (PSYC g567). MSC to approve (8 y, 0 n).

Change: add course title

PSYC g 567 Topics in Psychology 1-3 credits. Selected topics in psychology. Contents vary. May be repeated with different content and departmental approval up to 3 times for a total of 9 credits. PREREQ: Permission of Instructor.

III. Council Business

- A. NOI: Replace DA in English w/Ph.D. in English and the Teaching of English

Dr. Terry Engebretsen, Dr. Alan Johnson, Dr. Jessica Winston were in attendance to present the NOI that would eliminate the DA degree and replace it with a Ph. D. Considerable discussion followed the presentation. Dr. Jackson stated that no decision would be made today and ongoing discussion will continue in subsequent Graduate Council meetings.

- B. Graduate Student Representative; GSRSC

The term is ending for Jessica Frieder the current GSRSC representative on the Graduate Council. Discussion was held as to how to identify the best way to bring a Graduate Student representative to the Council. It was decided to table the discussion until the April 30 Council meeting.

Meeting adjourned 4:50 p.m.

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APPROVED BY GRADUATE COUNCIL

IDAHO STATE UNIVERSITY
ACTIONS OF THE GRADUATE COUNCIL
Memorandum No. 863
Meeting of April 2, 2008

MEMBERS PRESENT: Brian Attebery, Chuck Peterson, Gesine Hearn, Kenneth Khang, Stephanie Peterson, Marco Schoen, Ellen Rogo, Fred Risinger, Karen Wilson Scott, Alex Urfer, Jessica Frieder, Deb Easterly (ex officio), Cynthia Pemberton (ex officio; presiding)

MEMBERS EXCUSED/ABSENT: Tom Jackson

GUESTS: None

I. ANNOUNCEMENTS

- A. NOI Infrastructure/Support Concerns document and signature document were reviewed and signed by the Graduate Council.
- B. May 2008 Graduation: The following message was MSC (11 y, 0 n) by the Graduate Council and will be sent to Department Chairs and Graduate Program Directors:

The Graduate Council has made the decision that students who will be finishing their graduate degree programs during the summer in 2008 may participate (walk) in the May 2008 commencement ceremony if they meet the following criteria: (a) Have an approved Program of Study on file in the Graduate School, and (b) Have successfully completed the regularly scheduled content courses and the capstone experience for the specific degree, except in instances where summer experiences (e.g., externship, final internship, practicum, etc.) and associated evaluative experiences occur during the summer 2008 academic term. These exceptions will require a written request by the department chair (supported by the student's advisor) and signature approval by the Dean of the Graduate School. These exception guidelines apply only to the May 2008 commencement ceremony, with specific guidelines to be developed in the future by the Graduate Council. The deadline for submission of exception requests to the Graduate School is Friday May 2, 2008.

NOTE: While students with approved exception requests may participate (walk) in the May 2008 commencement ceremony, due to timing issues, student names might not appear in the commencement program.

II. ONLINE BUSINESS

- A. Graduate Faculty Nomination – College of Business (**Jeffrey T. Brookman, Ph.D.**) MSC (9y, 0 n).

Brookman, Jeffrey T., Assistant Professor, Finance, College of Business. B.S., 1987 University of Utah; MBA, 1991, University of Oregon; Ph.D., 2001 University of Oregon. (2007)

- B. Graduate Faculty Nomination – College of Business (**Neil Tocher, Ph.D.**) MSC (10y, 0 n).

Tocher, Neil, Assistant Professor, Management. B.S., 2002, Gonzaga University; M.S., 2005, Auburn University; Ph.D., 2007, Auburn University. (2007).

- C. Graduate Faculty Nomination – College of Engineering (**Abderrafi M. Ougouag, Ph.D.**) MSC (9y, 0 n).

Ougouag, Abderrafi M., At-Large Graduate Faculty, Nuclear Engineering. D.E.S., 1975, University of Algiers; D.E.A., 1976, University of Algiers; M.S., 1981 University of Illinois; Ph. D., 1984 University of Illinois. (2008).

- D. Curriculum Issue – Department of Communications and Rhetorical Studies (COMM 591) MSC (9y, 0 n)

Change of credits; course description:

COMM 591 Independent Research Projects 1-3 credits. Under the supervision of professors in the various areas of communication, students will prepare reports and carry out projects designed to promote professional growth. May be repeated for up to 6 credits. PREREQ: Permission of instructor and department. F, S.

- E. Curriculum Issue – Department of Communications and Rhetorical Studies (COMM 691) MSC (8y, 0 n)

Change of credits; course title and description:

COMM 691 Independent Study 1 - 3 Credits. Under the supervision of departmental graduate faculty, students will engage in self-directed reading, exploration, and study focused on topics relevant to the communication discipline and to the students' planned academic program. May be repeated for up to 6 credits. PREREQ: Permission of instructor and department.

III. COUNCIL BUSINESS

- A. Graduate Faculty Nomination – Institute of Rural Health: Although Council did not approve the Graduate Faculty request as submitted, Council invites the faculty member to submit information and evidence regarding teaching or "related experience." Council noted that the support letter alluded to what might be considered "related experience" in terms of teaching. Council would welcome elaboration on related experience information, such as guest presentations, workshops, student lab supervision/instruction, etc., along with department chair commentary on "related experience" teaching effectiveness. Council invites resubmission of this application.
- B. NOI: Master of Science in Electrical Engineering. Discussion was held regarding the factual accuracy of the information presented. Motion to deny, MSC (10 y, 0 n, 1 abstention). Council requested that the Graduate Dean

communicate the following issues, concerns and commentary to the dean of Engineering regarding the NOI request

- C. Oral Defense Proposal School of Nursing. Discussion was held that these guidelines could be piloted for Masters students only (no doctoral). MSC (11 y, 0 n, 0 a). The Graduate Council has approved a 1-year PILOT (approved through May 2009) of the Master's level School of Nursing Online Graduate Program Oral Defense Proposal. The proposal includes 3 exam format options:
1. In-person oral defense: student and committee are in the same room.
 2. Video conference oral defense: student is located at an ISU distant site and committee is located in Pocatello.
 3. Desktop video conference oral defense: student is located at home and committee is located in Pocatello.

During this pilot period, beyond the regular GFR exam evaluation process, GFR's participating in these exams will be asked to respond with additional exam format evaluative feedback regarding their impressions of the exam format in terms of academic integrity and practical utility. (see attached).

- D. Student petition – Senile credits issue. A motion to approve was made assuming departmental support. Motion to approve. MSC (11 y, 0 n, 0 a).
- E. Student petition – Senile and unclassified credits issue. Motion to approve. MSC (11 y, 0 n, 0 a).
- F. Student petition – Petition to have courses that were taken while unclassified apply to final degree. Motion to approve. MSC (11y, 0 n, 0 a).
- G. Student petition – 30 credits had expired. The Graduate Council requested written support from the faculty and will entertain the petition once currency of his program is identified. It was MSC (11 y, 0 n, 0 a) to entertain another petition by April 16.
- H. Curriculum Issue – Department of Health Professions (MPH 655). MSC (11 y, 0 n, 0 a).

New course

MPH 655 Public Health Internship 3 credits. Application of skills in a public health agency, organization or other entity to provide the student with practical experience in the field.

Meeting adjourned 4:45 p.m.

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APPROVED BY GRADUATE COUNCIL

IDAHO STATE UNIVERSITY
ACTIONS OF THE GRADUATE COUNCIL
Memorandum No. 862
Meeting of 19 March 2008

MEMBERS PRESENT: Russell Wahl (representing Brian Attebery), Chuck Peterson, Gesine Hearn, Kenneth Khang, Stephanie Peterson, Marco Schoen, Ellen Rogo, Fred Risinger, Karen Wilson Scott, Alex Urfer, Jessica Frieder, Deb Easterly (ex officio), Cynthia Pemberton (ex officio), Tom Jackson (presiding)

MEMBERS EXCUSED/ABSENT: Brian Attebery

GUESTS: Dr. Linda Hatzenbuehler; Dr. Susan Steiner; Dr. Mikle Ellis; Dr. George Imel;
Dr. Hossein Mousavinezhad;

I. ANNOUNCEMENTS

- A. In order to maintain uniformity in presenting the new minimum standards for admission to Graduate School, Dr. Jackson and Dr. Pemberton will work with the departments to add the new standards to each department's catalog material. The usual forms will not be submitted, but a summary at the end of the process will be submitted to the Graduate Council for review.
- B. The honorarium that has been paid to graduate faculty for serving on examination committees while "off contract" will be paid for the 2008 summer session. Discussion of this payment will take place during the fall meetings of the Graduate Council.

C. MINUTES

Memorandum #861 was approved by general consent.

II. COUNCIL BUSINESS

- A. Dean Hatzenbuehler presented information related to the teaching requirements for research faculty nominated for Graduate Faculty status. The guidelines for such status were developed before there were research faculty employed by Idaho State University. The Research Faculty category was designed to meet the needs of departments that employed individuals primarily to conduct research. Issues related to related research faculty and adjunct faculty were presented. Dean Hatzenbuehler asked the Graduate Council to consider the broader issues related to research faculty, including those individuals funded by the Office of Research, which includes the policy that research faculty teach up to one credit per semester.

- B. NOI: Master of Science in Electrical Engineering (MSEE): Drs. Mousavinezhad, Ellis, and Imel presented arguments for and against establishing the MSEE at Idaho State University. Dr. Mousavinezhad cited data that indicated the MSEE is the most popular Masters degree in engineering nationwide. Dr. Imel presented information supporting the argument that it is logical to have such a degree at Idaho State University. Dr. Ellis presented information about accreditation issues, lack of faculty, reliance upon adjunct faculty for a graduate program, and lack of EE graduate courses as reasons to question approval of such a degree. The Council requested that Dr. Mousavinezhad forward the accreditation covered and response to the Graduate Council for their consideration as they continued to review the proposal.
- C. Oral Defense Proposal (School of Nursing): Based on information provided by Dr. Steiner regarding the nature of the oral examination in Nursing, the Graduate Council decided more discussion was needed by the development of a general policy for off-campus examinations.
- D. Walking at Commencement: There have been several questions concerning whether or not students who were slated to graduate in the summer could walk in May since there is no longer a summer commencement ceremony. It was decided that Dr Jackson and Dr Pemberton would take the following comments, prepare a motion, post it on MOODLE and Council members could vote on it. The following comments revolved around the criteria being met by a student:
- An approved program of study
 - Must have successfully completed the capstone experience for that degree
 - These stipulations would apply only to May 2008 commencement; specific guidelines would be established by the Graduate Council in their fall 2008 meeting(s).

Due to expiration of regular meeting time, the other agenda items will be discussed in the April 2, 2008 meeting.

Meeting adjourned at 5:10 p.m.

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APPROVED BY GRADUATE COUNCIL

IDAHO STATE UNIVERSITY
ACTIONS OF THE GRADUATE COUNCIL
Memorandum No. 861
Meeting of 5 March 2008

MEMBERS PRESENT ONLINE: Brian Attebery, Gesine Hearn, Kenneth Khang, Stephanie Peterson, Marco Schoen, Ellen Rogo, Fred Risinger, Karen Wilson Scott, Alex Urfer, Jessica Frieder, Deb Easterly (ex officio), Cynthia Pemberton (ex officio), Tom Jackson (presiding)

MEMBERS EXCUSED/ABSENT: Chuck Peterson

GUESTS: None

I ANNOUNCEMENTS

This meeting was a pilot for conducting selected Graduate Council business online. Access to the material began on Thursday February 28, 2008, at 8:00 a.m.

II. MINUTES

Memorandum #860 was approved by general consent.

III. COUNCIL BUSINESS

A. Curriculum issue – Department of Psychology (PSYC g599). It was MSC (10y, 0n) to approve the proposal.

Course added:

PSYC g508 Science, Pseudoscience, and Psychology 3 credits. Designed to teach scientific thinking and how to critically evaluate fringe-science, paranormal, and other unproven claims. The psychological processes underlying pseudo-scientific thinking and beliefs also are introduced.

B. Curriculum issue – Department of Health Professions (HCA 691). It was MSC (10y, 0n) to approve the proposal.

Course added:

HCA 691 Independent Problems in Health Care Administration 1 - 3 credits. Individual work under faculty guidance. may be repeated for up to 6 credits.

Access to online material was closed on Wednesday March 5, 2008, at 12:00 p.m. and Graduate Council business was terminated.

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APPROVED BY GRADUATE COUNCIL

IDAHO STATE UNIVERSITY
ACTIONS OF THE GRADUATE COUNCIL
Memorandum No. 860
Meeting of 20 February 2008

MEMBERS PRESENT: Brian Attebery, Chuck Peterson, Gesine Hearn, Kenneth Khang, Stephanie Peterson, Marco Schoen, Ellen Rogo, Fred Risinger, Karen Wilson Scott, Alex Urfer, Jessica Frieder, Deb Easterly (ex officio), Cynthia Pemberton (ex officio), Tom Jackson (presiding)

MEMBERS EXCUSED/ABSENT: None

GUESTS: None

I ANNOUNCEMENTS

A. In the previous meeting, Beth was requested to explore **MOODLE** options regarding Graduate Council meetings. Dr. Pemberton and Beth presented a demonstration of the results. The demonstration included sections on the Graduate Council MOODLE course of “minutes” and “curriculum issues.” Each section included a pdf document, motion and discussion opportunity, and voting options. The Council considered the presented items and requested the following changes be made:

- Voting: add **discussion** option. If member selects this choice, the item being reviewed will be discussed in the regularly scheduled Council meeting and no online vote will be taken.
- Recording the vote: the individual’s most recent choice is the choice recorded with only one choice allowed to be recorded.
- Action: options of **motion** and **second** will be in this section; the discussion will stand as its own forum. The “second” choice will not be allowed until the “motion” choice has been selected. As with voting, the individual’s most recent choice is the choice recorded.
- The “course” will be piloted for 2 meetings with the following items available for consideration: agenda; minutes; graduate faculty nominations; curriculum issues.
- When the most recent minutes are posted for approval, it will be the “notice” that all items in each section are current, and that these will be the items to be considered at the next Council meeting.
- Time: voting will be allowed from the Thursday before the next regularly scheduled Graduate Council meeting until that Wednesday before noon. Emails will be sent by Beth to Council members on Thursday and Tuesday morning as reminders for reviewing and voting.

- B. Electronic Graduate Catalog. Dr. Jackson reported he had discussion with Graham Garner and the Registrar regarding the possibility of an electronic catalog. Graham agreed to convert the published catalog to an electronic version.
- C. Dr. Jackson inquired as to the question of the course number for the curriculum proposal for Department of Comm Sci and Disor (CSED 653). The department confirmed the correct number is 653.

II. MINUTES

Memorandum #859 was approved by general consent.

III. COUNCIL BUSINESS

- A. Hooding of graduate students at commencement: There has been a question raised about the time required and the number of people involved in the hooding of Master's students at commencement. The Council made the following recommendation/decision: **the doctoral hooding** will be the same as usual, done by the advisor and the dean of the Graduate School, the student will receive the appropriate acknowledgement, and no "official" photographs will be taken during the hooding; the hooding of Master's students will be done by having 2 hooding stations on stage, one for the dean of the Graduate School and one for the Associate Dean of the Graduate School, each student will be hooded individually with no "official" photographs being taken during the hooding.
- B. School of Nursing Online Graduate Program: Proposal for Oral Defenses. Option 1 of the proposal was approved and Options 2 and 3 were to be considered further by the Council. Therefore, it was MSC (10y, 0n) to table this proposal.
- C. Graduate Faculty Nomination–Department of Institute of Rural Health (Annette Phillipp, Ph.D., MPH). It was MS resulting with a tie vote on her nomination. The Council requested Dr. Jackson to request from Dean Hatzenbuehler additional clarification/elaboration of Dr. Phillipp's teaching experiences and on the types of "training opportunities" Dr. Phillipp provided.
- D. Curriculum issue – Department of Languages and Literatures (FREN g555, g560; GERM g505, g515, g525, g535, 545, g555, g560; JAPN g570; SPAN g512, g514, g560). It was MSC (10y, 0n) to approve the entire proposal package. NOTE: FREN g560 was pulled by Dept of Lang and Lit.

- **FREN g555 Dissidence in French Literature 3 credits.** The study of French writings of a variety of genres that criticize political, social and religious practices spotlighting questions of moral values and human rights. Conducted in French. PREREQ: PERMISSION OF INSTRUCTOR

Drop Course: GERM g500

- **GERM g505 Introduction to German Poetry and Drama 3 credits.** Study of representative works of German Poetry and Drama, with emphasis on works from the Enlightenment to the present. Conducted in German. PREREQ: PERMISSION OF INSTRUCTOR

Drop Course: GERM g510

- **GERM g515 Introduction to the German Novel 3 credits.** Comprehensive overview of the German novel from the Enlightenment to the present. Conducted in German. PREREQ: PERMISSION OF INSTRUCTOR.
- **GERM g525 The Holocaust in German Literature, Film and Art 3 credits.** Examination of the representation of the Holocaust in literature, film, and art. Conducted in German. PREREQ: PERMISSION OF INSTRUCTOR.

Drop Course: GERM g530

- **GERM g535 German Culture through Film 3 credits.** Examination of German politics, culture and identity through German film. Conducted in German. PREREQ: PERMISSION OF INSTRUCTOR.

Drop Course: GERM g540

- **GERM g545 Social Problems in German Literature 3 credits.** Study of the representation of social problems in German literature from the Enlightenment to the present. Conducted in German. PREREQ: PERMISSION OF INSTRUCTOR.

Drop Course: GERM g550

- **GERM g555 GDR and Post-GDR Literature 3 credits.** Examination of East German culture and politics through literature written from 1960-1989 and in the nostalgic texts of the post-unification period. Conducted in German. PREREQ: PERMISSION OF INSTRUCTOR.
- **GERM g560 German Translation and interpretation 3 credits.** Theory and principles of translation and /or interpretation and their application in the fields of literature, business, law, and medicine. Topics may vary. may be repeated once with different content. PREREQ: GERM 301 AND 302, 341 AND 342, OR BY PERMISSION OF INSTRUCTOR.

Change in course description:

- **JAPN g570 Readings in Japanese 2 credits.** Reading, discussion, and preparation of reports on selected topics in Japanese literature. May be repeated once with different content. Conducted in English or Japanese, depending on each student's skills. PREREQ: PERMISSION OF INSTRUCTOR.

Drop Course: SPAN g510

- **SPAN g512 Medieval Spanish Literature 3 credits.** Study of representative works of Medieval Spanish literature with an emphasis on the major trends that shaped Spanish thought and letters. PREREQ: SPAN 301 OR 302 OR PERMISSION OF INSTRUCTOR.
- **SPAN g514 Golden Age Spanish Literature 3 credits.** Study of representative works of Renaissance and Baroque Spanish Literature with an emphasis on the major trends that shaped Spanish thought and letters. PREREQ: SPAN 301 OR SPAN 302 OR PERMISSION OF INSTRUCTOR.
- **SPAN g560 Spanish Translation and Interpretation 3 credits.** Theory and principles of translation and /or interpretation and their application in the fields of literature, business, law, and medicine. Topics may vary. May be repeated once with a different content. PREREQ: SPAN 301 AND 302, 341 AND 342, OR BY PERMISSION OF INSTRUCTOR.

- E. Curriculum issue – Department of Psychology (PSYC g599). This item was tabled due to the time-regulated adjournment of the regular Council meeting.
- F. Curriculum issue – Department of Health Professions (HCA 691). This item was tabled due to the time-regulated adjournment of regular Council meeting.

Council adjourned at 5:00 p.m.

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APPROVED BY GRADUATE COUNCIL

IDAHO STATE UNIVERSITY
ACTIONS OF THE GRADUATE COUNCIL
Memorandum No. 859
Meeting of 6 February 2008

MEMBERS PRESENT: Brian Attebury, Chuck Peterson, Gesine Hearn, Kenneth Khang, Stephanie Peterson, Marco Schoen, Ellen Rogo, Fred Risinger, Karen Wilson Scott, Alex Urfer, Jessica Frieder, Deb Easterly (ex officio), Cynthia Pemberton (ex officio), Tom Jackson (presiding)

MEMBERS EXCUSED/ABSENT: None

GUESTS: None

I ANNOUNCEMENTS

- A. Dr. Jackson presented the following proposal on behalf of himself and Dr. Pemberton to the Council: that every other Graduate Council meeting would be dedicated to substantive graduate education issues that require discussion and consideration. Converse meetings would be devoted to the issues of NOI, Graduate Faculty Nominations, curriculum changes, and other issues, many of which could be dealt with electronically. This proposal will be voted on at the 20 February meeting.
- B. Dr. Jackson reported he had spoken with Dr. Scott Hughes in Geosciences regarding the Council's request for amending the title for GEOL 699 Dissertation (Ph.D. in Engineering and Applied Science). Dr. Hughes accepted the amended title change.
- C. A requested change from MATH 253 to MATH 153 was approved by Dr. Jackson outside of the Council. This change in the Undergraduate catalog impacts ANTH g563 and ECON g585 in the Graduate catalog.
 - **ANTH g563 Applied Statistics in Anthropology 3 credits.** Practical applications of commonly used statistical analyses in anthropology. PREREQ: MATH 153 OR PERMISSION OF INSTRUCTOR.
 - **ECON g585 Econometrics 3 credits.** The application of statistical and mathematical methods to the analysis of economic data, with a purpose of giving empirical content to economic theories and verifying them or refuting them. PREREQ: ECON 201, ECON 202, AND MATH 153.

- D. Dr. Pemberton reported on the progress of the Graduate Student Academic Accommodation - Leave Policy committee. The committee has drafted a policy document and is working through revisions. The policy proposal will likely contain 3 accommodation options (to be employed independently or together). Cost estimates associated with a Leave accommodation were reported to range from \$800.00 to \$1500.00 for a graduate student. Students per year are estimated to range from zero to 2 or 3. These documents will be presented in final form to the Council in approximately two to four weeks. Time is needed to finalize the proposal and visit with college deans about the financial implications.
- E. Dr. Jackson reported he is in negotiations with Graham Garner regarding the electronic copy of the Graduate catalog and will report at the next meeting.

II. MINUTES

There was a correction to Memorandum #858. On page 2, both Dr. Eakman's and Dr. Goslee's original hire date are to be changed from 2008 to 2007. With the understanding that the identified corrections will be made, memorandum #858 was approved by general consent. The corrected document will be forwarded to Academic Council.

III. COUNCIL BUSINESS

A. NOI infrastructure memorandum. Appreciation was expressed to Dr. Attebury, Dr. Risinger and Dr. Pemberton for their efforts in developing and finalizing this document. After discussion, the following edits are to be incorporated in the document:

- Page one, paragraph one, change ISU to "Idaho State University".
- Page one, paragraph two, change "which" to "these proposals".
- Page one, paragraph four, add after "investment" "to help support the success of both new and existing programs."
- Include a signature page inclusive of all Graduate Council members.
- Make the document a PDF and put on the website.

With the understanding that the identified edits will be made, it was MSC (11y 0n) to approve the NOI memorandum. After all Graduate Council signatures are secured, the memorandum will be sent to Academic Council

B. Graduate Faculty Nomination – Department of Psychology. It was MSC (11y, 0n) to approve **Dr. Nicole Prause's** nomination to the Graduate Faculty.

- **Prause, Nicole**, Assistant Professor, Psychology. B.A., 2000, Indiana University; Ph.D., 2007, Indiana University. (2007)

- C. Curriculum issue – Department of Dental Science (IDEP g565). It was MSC (11y, 0n) to approve the proposal.
- D. Curriculum issue – Department of Comm Sci and Disor (CSED 653). It was MSC (11y, 0n) to table the proposal pending inquiry by Dr. Jackson to the department to confirm the course number.
- E. Curriculum issue – Department of Languages and Literatures (FREN g555, g560; GERM g555, g515, g525, g535, 545, g555, g560; JAPN g570; SPAN g512, g514, g560). It was MSC (11y, 0n) to table the proposal until the next meeting due to time-regulated adjournment of regular Council meeting.

Council adjourned at 5:00 p.m.

/bg

APPROVED BY GRADUATE COUNCIL

IDAHO STATE UNIVERSITY
ACTIONS OF THE GRADUATE COUNCIL
Memorandum No. 858
Meeting of 23 January 2008

MEMBERS PRESENT: Brian Attebury, Chuck Peterson, Gesine Hearn, Kenneth Khang, Lloyd Peterson (representing Stephanie Peterson), Marco Schoen, Ellen Rogo, Fred Risinger, Karen Wilson Scott, Alex Urfer, Jessica Frieder, Deb Easterly (ex officio), Cynthia Pemberton (ex officio), Tom Jackson (presiding)

MEMBERS EXCUSED/ABSENT: Stephanie Peterson

GUESTS: Dr. Linda Hatzenbuehler, Dean Kasiska College of Health Professions

I ANNOUNCEMENTS

- A. Dr. Jackson announced a personnel change in the Graduate School: Ronda Mahl resigned to become the Administrative Assistant in the College of Engineering, and Beth Garner accepted the position of Administrative Assistant in the Graduate School.
- B. The Graduate Council meeting dates were confirmed for the Spring 2008 semester.
- C. A letter is being prepared to be sent to the department chairs, graduate program directors, and graduate faculty regarding recent changes in Graduate School policies and procedures approved by the Graduate Council.
- D. Dr. Pemberton reported that MOODLE would probably serve the purpose of coordinating Graduate Council voting on routine matters as would Banner in the future. The Graduate School will continue to look into options.
- E. The copies of the draft NOI infrastructure memo were given to Brian Attebury and Fred Risinger to review. A copy of this revised document will be provided to all members at the next meeting.
- F. Dr. Jackson will be talking with Graham Garner regarding the electronic copy of the Graduate catalog and will report at the next meeting.

II. MINUTES

There was a correction to Memorandum #857. On page 2, the third addenda item was corrected from: "at the end of the Fall 2007 semester."; to: "until the end of the Spring 2008 semester." An additional correction was a misspelling of Emertii.

With the understanding that the identified corrections will be made, memorandum #857 was approved by general consent. The corrected document will be forwarded to Academic Council.

III. COUNCIL BUSINESS

- A. Dean Hatzenbuehler presented the petition of Dr. J. Robert Polk, a graduate student in the MPH program, regarding senile credits. It was MSC (10 y, 1n) to accept the senile credits.
- B. Graduate Faculty Nomination – Department of Chemistry. It was MSC (11y, 0n) to approve **Dr. Byron L. Bennett's** nomination to the Graduate Faculty.
 - **Bennett, Byron L.**, Assistant Professor, Chemistry. B.A., 1989, Cedarville College; Ph.D., 1997, University of Wyoming. (2007)
- C. Graduate Faculty Nomination – Department of Chemistry. It was MSC (11y, 0n) to approve **Dr. Todd A. Davis'** nomination to the Graduate Faculty.
 - **Davis, Todd A.**, Assistant Professor, Chemistry. B.S., 2000, Grand Valley State University; Ph.D., 2004, Texas Tech University. (2007)
- D. Graduate Faculty Nomination – Department of Physical and Occupational Therapy. It was MSC (11y, 0n) to approve **Dr. Aaron M. Eakman's** nomination to the Graduate Faculty.
 - **Eakman, Aaron M.**, Assistant Professor and Director, Physical and Occupational Therapy. B.S., 1989, University of North Dakota; M.S., 1992, Western Michigan University; Ph.D., 2007, University of Southern California. (2007)
- E. Graduate Faculty Nomination – Department of Physical and Occupational Therapy. It was MSC (10y, 0n, 1a) to approve **Dr. Deanna C. Dye's** nomination to the Graduate Faculty.
 - **Dye, Deanna C.**, Assistant Professor, Physical and Occupational Therapy. B.S., 1990, Boston University; M.A., 2000, University of Wyoming; Ph.D., 2007, University of Idaho. (2002)
- F. Graduate Faculty Nomination – Department of English and Philosophy. It was MSC (11y, 0n) to approve **Dr. Susan Goslee's** nomination to the Graduate Faculty.
 - **Goslee, Susan**, Assistant Professor, English and Philosophy. B.A., 1993, Swarthmore College; M.A., 2001, University of Alabama; Ph.D., 2007, University of Utah. (2007)

- G. Graduate Faculty Nomination – Department of Pharmacy Practice and Administrative Sciences. It was MSC (11y, 0n) to approve **Dr. Timothy L. Hunt's** nomination to the Graduate Faculty.
- **Hunt, Timothy L.**, Associate Professor, Pharmacy. B.A., 1967, Otterbein College; M.S. 1972, South Dakota State University; Ph.D., 1981, Kansas State University. (2005)
- H. Graduate Faculty Nomination – Department of Nuclear Engineering. It was MSC (11y, 0n) to approve **Dr. Jianwei Chen's** nomination to the Graduate Faculty.
- **Chen, Jianwei**, Assistant Professor, Nuclear Engineering. B.S., 1996, Harbin Engineering University; M.S., 2001, University of Cincinnati; Ph.D., 2004, University of Cincinnati. (2007)
- I. Graduate Faculty Nomination – Department of Biological Sciences. It was MSC (11y, 0n) to approve **Dr. Warren P. Porter** nomination to the At-Large Graduate Faculty.
- **Porter, Warren P.**, At-Large Graduate Faculty, Biological Sciences. B.S., 1961, University of Wisconsin; M.A., 1963, University of California; Ph.D., 1966, University of California- Los Angeles.
- J. Curriculum issue – College of Business (Dept of CIS) (CIS g403). It was MSC (11 y, 0 n) to approve the proposal.
The following courses in CIS were reviewed. It was MSC (11y, 0n) to approve the proposal.
- Change PREREQ: remove outside of College of Business
 - **CIS g503 Systems Analysis and Logical Design 3 credits.** Develops systems analysis skills, using modern CASE techniques, prototyping with a relational database, structured analysis and design phases of the systems development life cycle. PREREQ: CIS 301.
 - Change PREREQ: substitute CIS 120 for 220
 - **CIS g507 Database Design and Implementation 3 credits.** Design and implementation of multi-user relational DBMS. Use of stored procedures, advanced SQL, query optimization, transaction processing, DBMS information assurance and administration. Secure object-oriented design, programming and UML. PREREQ: CIS 120 OR CS 181, AND CIS g503.
 - Add PREREQ or COREQ: remove CIS g407 and g480 and add CIS 120
 - **CIS g511 Intermediate Information Assurance 3 credits.** Focuses on homeland security, information assurance, integrity, control and privacy. Covers CNSS-4011, NIST-800-16 standards, national policy, and international treaties. PREREQ OR COREQ: CIS 120.
 - Drop course: **CIS g521**

- Change PREREQ: add CIS 120 and remove Prereq or Coreq
 - **CIS g530 Ebusiness and Web Development 3 credits.** Technical and business topics related to conducting business over the Internet and other networks, including implementation technologies, electronic money and funds transfer, legal and regulatory considerations, security and privacy issues. PREREQ: CIS g503, CIS g120.
 - Change PREREQ: remove CIS 320 and g403
 - **CIS g540 Object-Oriented Development 3 credits.** The organization of software as a collection of discrete objects incorporating both data and operations performed on that data. Concepts of object-oriented development, including classes, inheritance, and encapsulation in a modern object-oriented language. PREREQ: CIS 320.
 - Change PREREQ: remove CIS 220 and add CIS 120
 - **CIS g586 Business System Simulation 3 credits.** Study, construction, and operation of computer simulations as aids for management and administrative decisions. PREREQ: MGT 217, CIS 120 OR PERMISSION OF INSTRUCTOR.
 - Change course title to: Management of Information systems and Information Security with abbreviated title: MGT OF INF SYST AND SECURITY
 - **CIS g590 Management of Information Systems and Information Security 3 credits.** Study of the problems associated with the organization, management and security of information technology services. PREREQ: CIS 302 OR PERMISSION OF INSTRUCTOR.
- K. Curriculum issue – Department of Political Science (POLS g465). It was MSC (11y, 0n) to approve the proposal.
- Add new course:
 - **POLS g565 U.S. Political History 3 credits.** Study of the political history of the United States involving a discussion of theories of popular voting behavior, critical elections, and political party systems. Cross-listed as HIST g465. R2
- L. Curriculum issue – Department of Geosciences (GEOL 699). It was MSC (11y, 0n) to approve the proposal with the following amendment: the title of the course would be “Dissertation (Ph.D. in Engineering and Applied Science).” Dr. Jackson will notify Geosciences of wording change and if acceptable to Geosciences, motion and vote will carry as noted.
- M. Curriculum issue – Department of Anthropology (ANTH g494). This issue was tabled. Dr Jackson will contact the Department requesting clarification regarding credit change and appropriate wording.

N. Curriculum issue – Department of Health Sciences (HE 651). It was MSC (11y, 0n) to approve the proposal.

- Change: from letter grade to S/U
- **HE 651 Master's Project in Health Education 3 credits.** Graded S/U.

Meeting adjourned: 4:35 p.m.

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