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Graduate Council

11-7-2013

Graduate Council Minutes - November 7, 2013

Graduate Council

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THE UNIVERSITY OF TENNESSEE

November 7, 2013 Minutes

Members Present

Albrecht, M. (SACS Representative); Anusonti-Inthra, P.; Baek, S.; Boder, E.; Bowie, S. for Rocha, C.; Broemmel, A.; DeSensi, J.; Desmidt, H.; Fisher, L.; Freeland, P.; Fu, J.; Fuller, R.; Gellert, P.; Hatcher, B.; Hendrickson, E.; Hodges, C.; Hodges, D. (Chair); Kilpatrick, Y.; Leach, S.; Luther, C.; Marshall, S.; Miller, L.; Morrow, J.; Nebenfuehr, A.; Ohnesorg, S.; Pitts, D.; Reed, G.; Roman, M.; Sachs, A.; Sanford, A.; Spurgeon, S.; Stier, J.; Theriot, M.; Thompson, D.; White, C.; Zivanovic, S.

The Graduate Council meeting was called to order by Donald Hodges on Thursday, November 7, 2013, at 3:00 p.m. in the Multipurpose Room, Black Cultural Center.

1. Minutes of the Preceding Meeting

The minutes of the September 12, 2013 meeting were approved by the Graduate Council.

2. Welcome by Faculty Senate President

David Golden, Faculty Senate President for 2013 - 2014, greeted the members of the Graduate Council and reviewed the relationship of the Council to the Faculty Senate.

3. Committee ReportsAcademic Policy Committee

Stefanie Ohnesorg, Chair of the Academic Policy Committee, reported on the October 31, 2013 meeting. (Attachment 1)

The following items were approved by Graduate Council upon the recommendation from the Academic Policy Committee:

- Five-Year BA-MA Program – Philosophy Major
- Dual JD-MA Program – Philosophy

The following topics were discussed at the APC meeting:

- Foreign Language Exam guidelines for doctoral students were developed and distributed to the participating departments. The Graduate School website will soon be updated with all the documents related to the Graduate/Foreign Language Reading Proficiency Exam. The committee will focus on the context of revising the brief passage referring to the Graduate/Foreign Language Reading Proficiency Exam in the *Graduate Catalog* at its January meeting.
- The Graduate Certificate Programs description in the *Graduate Catalog* will be reviewed to be sure it meets the SACS requirement.

- A request to allow undergraduate students to enroll in 600-level seminars was sent to the Graduate School. The APC committee members unanimously rejected this proposal. Undergraduate students already have the option of requesting instructors to allow them to join the seminar under a 500-level directed reading course. Any such request needs to be approved on an individual basis. Dean Hodges informed the student of the outcome of his request.
- The graduate student "Continuous Enrollment Policy" draft was presented to the Graduate Council at the September meeting. APC needs to draft a graduate student "Leave of Absence Policy" before these intertwined policies and be presented to the Graduate Council for a vote. An additional meeting on November 21 will be devoted to drafting a "Leave of Absence Policy."

Appeals Committee

Shawn Spurgeon, Chair of the Appeals Committee, stated there were no appeals to report.

Credentials Committee

Amy Broemmel, a member of the Credentials Committee, reported on the October 24, 2013 meeting. The Council approved unanimously the fourteen recommendations for faculty approval to direct dissertations. (Attachment 2)

Curriculum Committee

Eric Boder, Chair of the Curriculum Committee, reported on the October 10, 2013 meeting. Sibyl Marshall was the acting chair at the meeting. (Attachment 3)

- The curriculum proposals submitted from Arts and Sciences and Social Work were approved by the Graduate Council.
- The committee reviewed courses not taught in 4 or more years and presented their recommendations to the Graduate Council. Upon appeals from five academic departments during the Graduate Council meeting, the report was amended to retain Law 985, Mechanical Engineering 547 and 647, German 541, Biomedical Engineering 511, and Biochemistry, Cellular and Molecular Biology 562. Graduate Council approved the report as amended.

4. New Business

There was no new business.

5. Administrative Reports

Vice Provost and Dean of the Graduate School

Carolyn R. Hodges, Vice Provost and Dean of the Graduate School, presented the dean's report.

- The Graduate School is currently searching for a budget manager.
- Top 25 website will be updated soon.

Graduate Deans' Group

Joy DeSensi, Chair of the Graduate Deans' Group, presented the report of the October 10, 2013 meeting (Attachment 4) and the following information:

- The 2014 – 2015 Graduate Fellowships are posted on the Graduate School website. Most of the fellowships are to assist in recruiting new graduate students. The deadline for submitting the fellowship nominations to the Graduate School is March 5, 2014. The applications are to be submitted by the Directors of Graduate Studies.
- Registration for the Graduate School's Best Practices in Teaching Program for spring is now on the Graduate School website at <http://gradschool.utk.edu/orientation/teaching.shtml>. The program is open to new GTAs, faculty, and post docs. The topics and dates for each session are also posted.

Graduate Student Senate

Amanda Sanford, Member of the Graduate Student Senate (GSS), presented the following information:

- GSS Travel Awards Program Workshop will be held on December 4 from 3:00 to 5:00 in the Shiloh Room, University Center. Applications for Spring 2014 are due January 13. Applications will be accepted at the workshop.
- The Library staff and the GSS are in the process of revamping the fund-raiser for the 5K race. The fund-raiser may be a scavenger hunt with participants dividing up into teams.
- GSS Bylaws are being revised to make the Communication and Outreach Committee in charge of the social events.
- Damien Pitts, Vice President of the Graduate Student Senate, stated that the purpose of the social events is to encourage graduate student unity and collaboration. A potluck dinner is planned for November 26 at the International House. The GSS hopes to have more socials on campus in the near future.

Graduate Council Chair

Donald Hodges, Chair, announced that David Golden, Faculty Senate President, will be meeting with him to suggest changes in the Graduate Council Bylaws language to reflect the language in the Faculty Senate Bylaws.

6. New Items from the Floor

There were no new items from the floor.

The meeting was adjourned at 3:55 p.m.

Respectfully Submitted,

Gay Henegar
Secretary to the Graduate Council

ATTACHMENT 1
ACADEMIC POLICY COMMITTEE
THURSDAY, OCTOBER 31, 2013, 2:15 P.M. – 3:30 P.M.
111 STUDENT SERVICES BUILDING

Present: Stefanie Ohnesorg (Chair), Paul Gellert, Marian Roman, Donald Hodges, Carolyn Hodges, Elizabeth Hendrickson, Martin Walker, Phuriwat Anusonti-Inthra (via speaker phone following the discussion of agenda point #1), RJ Hinde (for the 1st agenda item, curriculum proposals from Philosophy and Law School).

Remark regarding the scheduling of this meeting:

The 2nd meeting of the Academic Policy Committee during AY 2013-14 was originally scheduled for October 24, 2013 (see calendar dates for Graduate Council in AY 2013-14). The meeting was moved to October 31, 2013 because too many committee members had time conflicts on 10-24-13.

The meeting was called to order by Stefanie Ohnesorg, Chair, at 2:15 p.m.

I.) Discussion of 2 Curriculum Proposals that need APC Approval

Dr. RJ Hinde, Associate Dean for Academic Programs in the College of Arts and Sciences, was present during the discussion of these curriculum proposals:

- 1. Five-Year BA-MA Program – Philosophy Major**
- 2. Dual JD-MA Program - Philosophy**

First proposal: Five-Year BA-MA Program – Philosophy Major

The campus has adopted several Five-Year BA-MA and Five-Year BS-MS Programs over the last couple of years that allow double-counting of up to 9 credit hours towards the undergraduate and the graduate degree program (see for example Electrical Engineering, Computer Science, French, German, etc.). These programs are tailored to attract highly talented undergraduate students into master's programs offered in their academic major at UT. These programs have high entrance requirements and students need to be admitted by both, the academic unit and the Graduate School.

The proposed Five-Year BA-MA Program in Philosophy was modeled after existing Five-Year BA-MA Programs currently offered in the College of Arts and Sciences, and after a brief discussion **the following proposal was approved unanimously by APC:**

Five-Year BA-MA Program – Philosophy Major

The Department of Philosophy offers a program in which qualified students may earn both a BA and MA in Philosophy in five years. This is accomplished by applying 9 hours of approved graduate courses to both the BA and MA.

Interested students typically apply for conditional admission to the program during, or immediately following, their third year of undergraduate study. A student will be conditionally admitted to the program only if he or she:

- is a declared Philosophy major;
- has completed at least 90 hours overall with a minimum GPA of 3.25; and
- has completed at least 15 hours in Philosophy with a minimum GPA of 3.5.

Applicants must also provide three letters of recommendation. Applicants are strongly encouraged, but not required, to have completed PHIL 235 and at least one 400-level Philosophy course. The Department may consider other relevant factors, such as an applicant's work experience and potential for success in graduate school, in deciding whether to conditionally admit students to the BA/MA program.

Both, the Department of Philosophy and the Graduate School must approve all conditional admissions into the BA/MA program.

The Department will inform applicants of its decisions by the beginning of their fourth and final year of undergraduate study.

Both, the Department Head (or designee) and the Graduate School must approve any course taken for graduate credit before the student satisfies all requirements for the BA. A student conditionally admitted to the BA/MA program may complete up to 9 hours of graduate credit to count toward both the BA and MA requirements. Only graduate courses taken after conditional admission into the BA/MA program may be used to satisfy the requirements of both degrees.

Conditional admission to the BA/MA program does not guarantee acceptance into either the Graduate School or the MA program in Philosophy. Students conditionally admitted into the BA/MA program at the start of their fourth year must apply that year for admission to both the MA program and the Graduate School. Such applicants must follow standard application procedures; in particular, they must submit GRE scores and a writing sample. If the student is accepted by both the MA program and the Graduate School, they will be fully admitted to the BA/MA program; they must then complete the standard curriculum for the MA program.

Students will not be eligible for graduate assistantships until they are enrolled as graduate-level students in the Graduate School.

Second proposal: Dual JD-MA Program - Philosophy

Coordinated dual degrees programs leading to the conferral of both, the Doctor of Jurisprudence and master's degree in another discipline are currently offered by the College of Law in collaboration with Business Administration as well as with the Department of Political Science in the College of Arts and Sciences. In these programs, a student is allowed to apply a certain number of credit hours towards both degrees. The proposed Dual JD-MA Program (Philosophy) is modeled after the existing Dual JD-MPPA Program offered by the College of Law in collaboration with the Department of Political Science, and students who are admitted in this dual degree program may earn the JD and MA in about four years rather than the five years that otherwise would be required.

Students who seek admission to this dual-degree program need to be independently accepted by the College of Law for the JD Program and by the Department of Philosophy and the Graduate School for the MA in Philosophy. In addition, they must also be accepted by the dual degree committee (the membership of which will include a program coordinator from both the College of Law and the Department of Philosophy).

A student admitted to this program as a dual-degree candidate must satisfy the requirements for both, the JD and MA (Philosophy) degrees, as well as all requirements of the dual degree program. For students admitted to this dual-degree program, the College of Law will award a maximum of 9 hours of credit toward the JD degree for successful completion of approved graduate level courses (500 or 600 level) offered in the Department of Philosophy. For students admitted to this dual-degree program, the Department of Philosophy will award a maximum of 15 hours of credit toward the MA degree for successful completion of approved courses offered in the College of Law. All courses for which such cross-credit is awarded must be approved by the JD-MA (Philosophy) program coordinators in the College of Law and in the Department of Philosophy.

After a brief discussion **the following proposal was approved by APC with 4 votes in favor and 1 abstention:**

Dual JD-MA Program – Philosophy

The College of Law and the Department of Philosophy in the College of Arts and Sciences offer a coordinated dual degree program leading to the conferral of both the Doctor of Jurisprudence and Master of Arts (Philosophy) degrees. In this program, a student may earn the JD and MA in about four years rather than the five years that otherwise would be required.

Admission

Applicants for the JD-MA (Philosophy) program must make separate application to, and be independently accepted by, the College of Law for the JD and the Department of Philosophy and Office of Graduate Admissions for the MA (Philosophy) degree. Applicants must also be accepted by the dual degree committee (the membership of which will include a program coordinator from both the College of

Law and the Department of Philosophy). Upon petition, an applicant's LSAT score may be accepted by the Department of Philosophy as a substitute for the normally required GRE score. Application to the dual degree program may be made prior to or after matriculation in either the JD or the MA (Philosophy) program, but application must be made prior to the last 29 hours required for the JD and prior to the last 15 hours required for the MA (Philosophy).

Requirements

A dual degree candidate must satisfy the requirements for both the JD and MA (Philosophy) degrees, as well as the requirements of the dual degree program. The College of Law will award a maximum of 9 hours of credit toward the JD degree for successful completion of approved graduate level courses (500 or 600 level) offered in the Department of Philosophy. The Department of Philosophy will award a maximum of 15 hours of credit toward the MA degree for successful completion of approved courses offered in the College of Law. All courses for which such cross-credit is awarded must be approved by the JD-MA (Philosophy) program coordinators in the College of Law and Department of Philosophy. Upon admission to the dual degree program, a dual degree candidate will take, if he or she has not already taken, the required first year courses in the College of Law.

Philosophy offers both a non-thesis and thesis MA. Each requires a total of 30 hours of credit, at least 12 of which must be graduate level courses (other than PHIL 500 thesis hours) in Philosophy. For a dual degree candidate up to 15 of the 30 required hours will come from approved law school courses. For dual degree candidates, the ordinary distribution and proseminar requirements for the Philosophy MA are waived.

For a non-thesis MA student, the remaining 15 hours in Philosophy will be coursework (500 or 600 level) in Philosophy. The non-thesis MA student must, however, satisfy the non-thesis MA requirement for a "culminating academic experience" (normally the presentation of a philosophical paper at a professional meeting or departmental colloquium). The non-thesis MA student will take an MA comprehensive examination administered as if the student had a "minor" in law (so, a member of the law faculty will be on the examination committee and candidate examination questions will be solicited from the instructors of the law courses counting toward the student's MA).

A student electing to pursue the thesis MA track must take 12 hours of graduate level coursework in Philosophy as well as 6 thesis hours of PHIL 500. The thesis topic must be approved by the program coordinators and dual degree committee, and the student's thesis committee must include a faculty member from the College of Law. A student electing to pursue the thesis MA track will thus earn from Philosophy 18 hours of the required 30 hours for the MA and thus need credit from Philosophy for only 12 hours of coursework in the College of Law. Dual degree students who withdraw from the program before completion of the requirements for both degrees will not receive credit toward either the JD or the MA (Philosophy) degree for courses taken in the other program except as such courses qualify for credit without regard to the dual degree program.

Awarding of Grades

For grade recording purposes in the College of Law and Department of Philosophy, grades awarded in the other unit will be converted to either Satisfactory or No Credit and will not be computed in determining a student's GPA or class standing. The College of Law will award a grade of Satisfactory for an approved Philosophy course in which the student earns a grade of B or higher and a grade of No Credit for any lower grade. The Philosophy Department will award a grade of Satisfactory for an approved law course in which the student earns a grade of 2.3 or higher and a grade of No Credit for any lower grade. The official academic record of the student maintained by the Office of the University Registrar shall show the actual grade assigned by the instructor without conversion.



II.) Brief Update on the Graduate/Foreign Language Reading Proficiency Exam (Administration as of 2013-14)

Stefanie Ohnesorg informed APC members that the process of administering the Graduate/Foreign Language Reading Proficiency Exam has been changed as of fall 2013, and the exam is now administered 3 times a year according to the new guidelines that were developed over the course of the last academic year in collaboration with all participating departments. All participating department received the new guidelines in September 2013, and all documents related to the Graduate/Foreign Language Reading Proficiency Exam will eventually be posted on the Graduate School website. The sub-committee that designed the new process for conducting the Graduate/Foreign Language Reading Proficiency Exam recommended that APC should review whether additional criteria (for example an indication of the level of

difficulty of this exam) should be added to the general guidelines for this exam. During its January 2014 meeting, APC will focus on this in the context of revising the brief passage referring to the Graduate/Foreign Language Reading Proficiency Exam in the Graduate Catalog so that it will reflect all newly added options that allow students to fulfill this degree requirement.

Policy Statement in the 2013-14 Graduate Catalog:

Language Requirement

Candidates for the Doctor of Philosophy may be required to demonstrate a reading knowledge of at least one foreign language in which there exists a significant body of literature relevant to the major field of study. Please refer to the descriptions of individual programs. The doctoral committee will determine the specific language (or languages) required. When the student is prepared to take a language examination, he/she should complete an Application for Doctoral Language Examination (<http://gradschool.utk.edu/files/DocLangExam1011.pdf>) and submit to the Graduate School in accordance with the dates and times for the examinations published online.

Satisfactory completion (grade of B or better) of German 332 or French 302 may be substituted for a language examination.

Some programs may accept a computer language in lieu of a foreign language.

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III.) Graduate Certificate Programs (Compliance with SACS Requirements)

Based on a request from Mary Albrecht (SACS Liason), APC reviewed the general catalog description describing admission to graduate certificate programs. It is a SACS requirement that students who fulfill all admission requirements can seek admission to a graduate certificate programs without being simultaneously enrolled in another graduate degree program at UT. After reviewing the 2 passages referring to graduate certificate programs in the 2013-14 Graduate Catalog (see below) it was determined that the current language complies with this SACS requirement. Stefanie Ohnesorg will discuss the outcome of our discussion with Mary Albrecht and will ask her to identify specific passages that in her view suggest that we currently may not be in compliance with this SACS requirement. If necessary, APC will have a follow-up discussion on this matter during its January 2014 meeting.

As a side-product of our discussion dealing with SACS compliance of graduate policy pertaining to graduate certificate programs, it was determined that current academic policy related to graduate certificate programs offered at UT may be difficult to understand. Therefore, if time permits, APC will work on re-wording existing policy during one of its meetings in 2014.

Policy Statement in the 2013-14 Graduate Catalog:

Admission for Graduate Certificate Programs

Admission to a graduate certificate program requires that a person meet the minimum admission requirements and any additional program requirements (see Admission Requirements/Policies). Refer to the appropriate department for specific requirements for admission to the certificate program.

Admission to a graduate certificate program does not constitute admission to a degree program. To receive a graduate certificate, students must be admitted to a certificate program or a degree program (see Graduate Certificate Programs).

Graduate Certificate Programs

A graduate certificate may be earned by successful completion of a series of specific courses. A candidate for a graduate certificate program must be a fully admitted graduate student who has satisfactorily completed (minimum 3.0 grade point average) the minimum requirements for a certificate as described in the Graduate Catalog. The minimum requirements for the certificate programs are listed under the academic department offering the certificate. A candidate must be a graduate student in good standing and comply with all other applicable policies. Graduate certificate programs require a minimum of 12 semester credit hours taken at the University of

Tennessee, Knoxville. Use of credits to fulfill requirements for a graduate degree will be at the discretion of the academic department.

To receive the certificate, students must submit a Completion of Certificate Program Form endorsed by the academic department to the Graduate School. Only those certificate programs that are officially approved by the Graduate Council will be posted on student transcripts. To receive a graduate certificate, students must be admitted to a certificate program or a degree program (see Admission for Graduate Certificate Students).

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IV.) Request to Allow Undergraduate Students to Enroll in 600-level Seminars

Taylor K. Odle, Undergraduate Council Student Representative, had presented the request pasted below to Dean Hodges for consideration earlier this semester. Dean Hodges forwarded Mr. Odle's request to the Academic Policy Committee in order to consider the proposal.

In a discussion that focused on the pros and cons of opening 600-level seminars to undergraduate students as specified in Mr. Odle's proposal, APC committee members voted on this proposal. This outcome of this vote was unanimous in favor of rejecting this proposal for the following reasons: It was determined that it will be important to restrict enrollment in 600-level courses to graduate students as is currently the case. Committee members pointed at the possibility that undergraduate students already have the option of requesting that instructors of 600-level seminars allow them to join a seminar under a 500-level directed reading course number. Any such request needs to be approved on an individual basis, and the decision of granting undergraduate students to join a seminar by registering for a 500-level directed reading course rests exclusively with the instructor of the seminar.

Course of action following this vote:

1. Dean Hodges will inform Mr. Odle of the outcome of the discussion.
2. APC will bring this item to Graduate Council as an informational item.

Proposal presented by Mr. Odle:

Graduate Coursework – NEW Academic Policy (to be added under Opportunities for High-Achieving Students)

Subject to approval from the instructor and Department Head, students in junior (60 hours at UT) or senior (90 hours at UT) standing with a cumulative GPA of 3.75 or higher and who are pursuing their first bachelor's degree at the University of Tennessee, Knoxville may enroll in graduate coursework for credit applied toward their undergraduate major/minor.

Further criteria include:

- Total undergraduate and graduate credit in the semester may not exceed 15 credit hours.
- A maximum of 9 hours of graduate credit at the 500- and 600-level can be obtained in this status.
- Restriction of one 500-level or one 600-level course per semester.
- Courses taken for graduate credit may not be used for both the baccalaureate and a graduate degree program except in the case of approved dual bachelor's/master's programs.

Rationale:

Students within specialized honors programs (Haslam Scholars, College Scholars, Baker Scholars, Global Leadership Scholars, Departmental Honors, etc. – though this policy should not be restricted to students in honors programs) currently may only enroll in graduate coursework for undergraduate credit (500-level) if a particular course is cataloged as open to undergraduates. Many students at the University have specialized academic programs (some of which may only be available at the graduate level) and require advanced coursework to fulfill a program of adequate rigor. Previous versions of this policy may be outdated due to the increased academic standing of our undergraduate students. Undergraduate students are currently not permitted to enroll in 600-level courses unless they have already obtained a degree and are classified as non-degree students. The petitioning process may provide a solution for previous policies but may not serve as a panacea for all academically talented students. This policy proposal provides

undergraduate credit for undergraduate students and should not affect the Senior Standing Policy, currently in place with the Graduate School. This policy is not meant to solicit an open enrollment of undergraduates to masters and doctoral courses; it should simply provide an avenue for select, qualified individuals to further their academic knowledge. Finally, this policy still requires approval of the instructor and the department head for enrollment, providing a department-by-department "check" to ensure undergraduate students are capable of excelling in both 500- and 600-level courses.

Submitted by Taylor K. Odle, Undergraduate Council Student Representative

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V.) Leave of Absence Policy (Continuation of Discussion)

APC had presented a draft for a "Continuous Enrollment Policy" during the last Graduate Council meeting, seeking input with regard to this draft from members of Graduate Council. APC still needs to draft a "Leave of Absence Policy" before these 2 intertwined policies will be presented to Graduate Council for a vote. Because of other urgent matters that needed the attention of APC during its October 31, 2013 meeting there was not enough time to work on this policy. The members of APC therefore agreed to hold an additional meeting on November 21, 2013 to ensure that a draft can be presented to Graduate Council during its first meeting in 2014. The entire November 21, 2013 APC meeting will be devoted to drafting a "Leave of Absence Policy."

The meeting adjourned at 3:45 p.m.

ATTACHMENT 2
CREDENTIALS COMMITTEE REPORT
 THURSDAY, OCTOBER 24, 2013, 3:45 P.M. – 5:00 P.M.
 111 STUDENT SERVICES BUILDING

Present: Stephen Kania (Chair), Jane Bellamy, Amy Broemmel, Catherine Luther (Ex Officio), Larry Miller (Proxy for Larry Townsend), Xiaopeng Zhao (Proxy for Joshua Fu), Svetlana Zivanovic

The committee voted to recommend that the following faculty members be granted approval to direct doctoral dissertations:

| Name | Title | Current Department | Type of Request | Approval |
|-------------------|---------------------|---|------------------------|-----------------|
| Coble, Jamie | Assistant Professor | Nuclear Engineering | Probationary | Until Tenure |
| Ha, Sejin | Assistant Professor | Retail, Hospitality, and Tourism Management | Probationary | Until Tenure |
| Kwit, Charles | Assistant Professor | Forestry, Wildlife and Fisheries | Probationary | Until Tenure |
| Lang, Maik | Assistant Professor | Nuclear Engineering | Probationary | Until Tenure |
| Lukosi, Eric | Assistant Professor | Nuclear Engineering | Probationary | Until Tenure |
| Olmstead, Spencer | Assistant Professor | Child and Family Studies | Probationary | Until Tenure |
| Scheitlin, Kelsey | Assistant Professor | Geography | Probationary | Until Tenure |
| Skutnik, Steven | Assistant Professor | Nuclear Engineering | Probationary | Until Tenure |

| | | | | |
|--------------------------|---------------------|----------------------------------|--------------------|---------------------|
| Szynkiewicz, Ann | Assistant Professor | Earth and Planetary Sciences | Probationary | Until Tenure |
| Washington-Allen, Robert | Assistant Professor | Geography | Probationary | Until Tenure |
| Buehler, David | Professor | Forestry, Wildlife and Fisheries | Tenured Continuing | 10 Years, 11/1/2023 |
| Caudill, Ed | Professor | Journalism and Electronic Media | Tenured Continuing | 10 Years, 11/1/2023 |
| Echternacht, Arthur | Professor | Ecology and Evolutionary Biology | Tenured Continuing | 10 Years, 11/1/2023 |
| Nolt, John | Professor | Philosophy | Tenured Continuing | 10 Years, 11/1/2023 |

Meeting adjourned at 4:40p.m.
Next meeting is January 9, 2014

ATTACHMENT 3
CURRICULUM COMMITTEE REPORT
THURSDAY, OCTOBER 10, 2013, 3:45 P.M. – 5:00 P.M.
BLACK CULTURAL CENTER, MULTIPURPOSE ROOM

Members present: Sibyl Marshall (serving as Chair in Eric's absence), David Bemis, Hans Desmidt, Leslee Fisher, Robert Fuller, Andreas Nebenfuehr, Peggy Pierce, Damien Pitts, Avigail Sachs, Matthew Theriot, Christian Vossler, and Ben Bates (proxy for Candace White).

Also in attendance:

Representatives from colleges: R.J. Hinde, Masood Parang, Catherine Luther

Chair of Graduate Council: Don Hodges

Dean of the Graduate School: Carolyn Hodges

SACS Representative: Mary Albrecht

Catherine Cox, Graduate Curriculum Coordinator and Cheryl Norris, Undergraduate Curriculum Coordinator

Sibyl Marshall called the meeting to order at 3:45 p.m. Sibyl communicated the October Agenda includes the *Courses Not Taught in 4 or More Years* report. Sibyl reminded the Committee that a procedure was established as to how the Committee would review the courses on the list. Sibyl read the "*Procedure and Guidelines for Reviewing Courses Not Taught in Four or More Years*" to reiterate what was established.

The following colleges submitted curriculum proposals:

College of Arts and Sciences

- Added 12 courses, dropped 3 courses, revised 25 courses
- Add Certificate: Radiochemistry
- Revised Medieval Studies certificate
- Drop concentration: Dramaturgy (Theatre major, MFA)

College of Social Work

- Added 14 courses, dropped 5 courses, revised 7 courses
- Program changes: revised introductory text, Advanced standing, and text and requirements for PhD.

Courses Not Taught in 4 or More Years Report

The report lists 68 courses. After review and discussion of the justification to retain the course, it was determined that some of the justifications did not indicate a concrete plan as to when the course would be offered. Consequently, the Committee voted to drop 4 courses that were marked to retain. With this vote, the report shows 32 courses to be dropped.

Because many of the course revisions in the College of Arts and Sciences were to 400-level courses, Dr. Hodges communicated that 400-level courses are undergraduate courses and that a distinction should be made between what is required for undergraduate and graduate work/credit – especially with the SACS expectations, SLO's, and upcoming accreditation review. It was suggested the syllabus should indicate the requirements for graduate students.

All items were approved as presented and are recommended to Graduate Council for approval. The meeting was adjourned at 4:35.

The next meeting is January 16, 2014.

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| Thursday October 10, 2013 3:45p.m. | Graduate Curriculum Committee Meeting | Black Cultural Center, Multipurpose Room |
|---|--|---|

AGENDA

College of Arts and Sciences

College of Social Work

Courses Not Taught in 4 or More Years Report

◆ Indicates certificates / concentrations being added/dropped.

COLLEGE OF ARTS AND SCIENCES

All changes effective Fall 2014

PART I. COURSE CHANGES**SCHOOL OF ART****Art Four-Dimensional Arts (ARTC)**

REVISE TITLE, DESCRIPTION, (RE)PREREQUISITE AND REPEATABILITY

ARTC 432 – Advanced 4D Arts I (4) Advanced study and development of concepts and techniques for the creation of time-arts works as an art form with an emphasis on individual projects.*Repeatability: May be repeated. Maximum 8 hours.**(RE) Prerequisite(s): ARTC 330.*

REVISE TITLE, HOURS, DESCRIPTION, (RE)PREREQUISITE AND REPEATABILITY

ARTC 434 – Advanced 4D Arts II (6) Advanced study in time-arts.*Repeatability: May be repeated. Maximum 12 hours.**(RE) Prerequisite(s): 8 hours of 432.***DEPARTMENT OF BIOCHEMISTRY AND CELLULAR AND MOLECULAR BIOLOGY****Biochemistry and Cellular and Molecular Biology (BCMB)**

REVISE (RE)PREREQUISITES

BCMB 440 – General Physiology (3)*(RE) Prerequisite(s): Biology 160-159 or equivalent.***BCMB 471 – Biophysical Chemistry (3)***(RE) Prerequisite(s): Biology 150-159 or equivalent or Biology 102; and Chemistry 350, 360, 369.**Cross-listed: (Same as Chemistry 471.)***BCMB 481 – Biophysical Chemistry (3)***(RE) Prerequisite(s): Biology 150-159 or equivalent or Biology 102; and Chemistry 350, 360, 369.**Cross-listed: (Same as Chemistry 481.)***DEPARTMENT OF CHEMISTRY****Chemistry (CHEM)**

ADD PRIMARY COURSE AND CROSS LIST

CHEM 580 – Radio and Nuclear Chemistry (3) Nuclear properties, structure, and models; radioactivity, decay processes; radioemission interaction with matter; radioemission detection; radioactive tracers; industrial; research and medical applications; fission; fusion; carcinogenesis; environmental radioactivity; radiation protection.*Cross-listed: (Same as Nuclear Engineering 535.)*

ADD SECONDARY CROSS LISTED COURSE

CHEM 581 – Radiation Measurements Laboratory (3)*Cross-listed: (See Nuclear Engineering 550.)*

Rationale: The Department of Chemistry, in collaboration with Nuclear Engineering, is initiating the offering of a graduate certificate in radiochemistry. These courses will be an integral part of certificate that will meet a need in graduate level coursework in radiochemistry, an area which represents a significant research focus at UTK. Impact on other units: Both courses cross listed with Nuclear engineering. Financial impact: None.

REVISE GRADING (FROM S/NC GRADING TO LETTER GRADE ONLY)

CHEM 505 – Special Problems (3)*Formerly: Grading Restriction: Satisfactory/No Credit grading only.*

Rationale: The department would like for students to be able to apply this course towards graduation with a graduate level degree. This requires the ability to receive a letter grade from the course to count towards graduation hour requirements. Impact on other units: None. Financial impact: None.

REVISE TO DELETE (RE)PREREQUISITE:

CHEM 551 – Organic Reactions (3)

REVISE TO ADD (DE)PREREQUISITE

CHEM 552 – Applications of Organic Reactions (3)

(DE) Prerequisite: 551.

DEPARTMENT OF ECOLOGY AND EVOLUTIONARY BIOLOGY

Ecology and Evolutionary Biology (EEB)

REVISE (RE)PREREQUISITES:

EEB 404 – Ecosystem Ecology (3)

(RE) Prerequisite(s): Biology 260.

EEB 414 – Plant Anatomy (3)

(RE) Prerequisite(s): Biology 111-112 or Biology 150-160 or Biology 158-168.

EEB 415 – Field Ecology (4)

(RE) Prerequisite(s): Biology 260.

EEB 421 – Community Ecology (3)

(RE) Prerequisite(s): Biology 260.

EEB 424 – Plant Diversity of Evolution (3)

(RE) Prerequisite(s): Biology 280.

EEB 426 – Plant-Animal Interactions (3)

(RE) Prerequisite(s): Biology 260.

EEB 433 – Plant Ecology (3)

(RE) Prerequisite(s): Biology 260.

EEB 461 – Special Topics in Organismal Biology (3)

(RE) Prerequisite(s): Biology 280.

EEB 470 – Aquatic Ecology (3)

(RE) Prerequisite(s): Chemistry 130 and Biology 260.

EEB 473 – Herpetology (3)

(RE) Prerequisite(s): Biology 280.

REVISE (DE) PREREQUISITES:

EEB 462 – Paleoecology (3)

(DE) Prerequisite(s): Biology 150 or 158 or Geology 102 or permission of instructor.

EEB 463 – Plant Ecophysiology (4)

(DE) Prerequisite(s): Biology 150 or 158 or permission of instructor.

REVISE RECOMMENDED BACKGROUND:

EEB 464 – Macroevolution (3)

Recommended Background: Biology 280.

EEB 474 – Ichthyology (4)

Recommended Background: Biology 260.

EEB 484 – Conservation Biology (3)

Recommended Background: Biology 260.

DEPARTMENT OF HISTORY**History (HIST)**

ADD

HIST 512 – The Profession of History (3) Various aspects and practices of the profession of history. Topics may include grant preparation, the hiring process, ethics, etc.

INTERDISCIPLINARY PROGRAMS**AFRICANA STUDIES (AFST)**

ADD NEW 400-LEVEL SECONDARY CROSS LISTED COURSE FOR GRADUATE CREDIT:

AFST 413 – Music and the African Diaspora (3)*Cross-listed: (See Musicology 413.)***AMERICAN STUDIES (AMST)**

ADD NEW 400-LEVEL SECONDARY CROSS LISTED COURSE FOR GRADUATE CREDIT:

AMST 411 – Music of Appalachia (3)*Cross-listed: (See Musicology 411.)***WOMEN'S STUDIES (WOST)**

ADD NEW 400-LEVEL SECONDARY CROSS LISTED COURSE FOR GRADUATE CREDIT:

WOST 412 – Women, Performance art, and the Avant Garde (3)*Cross-listed: (See Musicology 412.)***DEPARTMENT OF MICROBIOLOGY****Microbiology (MICR)**

DROP

MICR 430 – Immunology (3)

Rationale: Instructors are modifying the course content, learning objectives and expectations such that the course will be more appropriate as a 300-level course. Impact on other units: None. Financial impact: None.

SCHOOL OF MUSIC**MUSICOLOGY (MUCO)**

ADD NEW 400-LEVEL PRIMARY COURSES FOR GRADUATE CREDIT AND CROSS LIST

MUCO 411 – Music of Appalachia (3) Explores the diverse, complex and frequently misunderstood music and culture of the Appalachian region. Topics include balladry, early fiddle and banjo styles, religious music, bluegrass, early country music, and Americana.

Cross-listed: (Same as American Studies 411.)

MUCO 412 – Woman, Performance Art, and the Avant Garde (3) Explores interdisciplinary 20th-century phenomena of performance and performativity with sexuality, feminisms, social constructions of gender, and identifications and presentations of the body. Consideration of ways in which performative expressions employ and encompass aspects of music, voice, and sound, drama, spoken word, film, visual arts, movement, and dance.

Cross-listed: (Same as Women's Studies 412.)

MUCO 413 – Music and the African Diaspora (3) Introduces music and related cultural expressions of the African diaspora connecting Africa, the Americas (especially North America) and Europe. Introduces interdisciplinary social theories, evaluates critical debates, and explores several case studies of African and African American music and performance.

*Cross-listed: (Same as Africana Studies 413.)**Comment(s): Students who have taken MUCO 310 cannot receive credit for MUCO 413.*

Rationale: Currently being offered as a 300-level courses, however, the content offered recently is more representative of the 400-level. Also, graduate students regularly wish to take this course. Revising to 400-level will make the course eligible for graduate credit. Impact on other units: Cross listed with Africana Studies. Financial impact: None.

ADD NEW 400-LEVEL COURSE FOR GRADUATE CREDIT

MUCO 414 – Music and Media (3) Explores the role of music and sound as they intersect with visual and aural media. Topics may include gramophone and radio, film, television, computer technologies, and others. Focus on changing perceptions about music through new media from the perspectives of historical musicology, ethnomusicology, media studies, cinema studies, and allied disciplines.

ADD

MUCO 587 – Music, Ethnography and the South (3) Introduces current research methods and theories on music ethnography by exploring several communities associated with traditional, religious, and popular musics in the southern United States. Teaches methodologies and theories of field-based music research and ethnographic writing. Provides a foundation for further work as music ethnographers and offers insight into the study of music from this unique research perspective.

(DE) Corequisite(s): MUSC 510.

Recommended Background: MUCO 400.

Registration Permission: Consent of instructor.

Rationale: Previously offered under a variable topics number. Course is taken by graduate students in music, as well as those in geography and anthropology. Adding course with its own number will increase visibility departmentally and interdepartmentally. Musicology currently has no other graduate course listed in the catalog that features ethnography. Graduate students expect to find such a course as an integral component of a balanced musicology graduate curriculum. Now our course offerings will reflect the fact that we offer course content related to our regional geography and culture. Impact on other units: None. Financial impact: None.

DROP

MUCO 420 – History of Opera (3)

MUCO 450 – Composer Seminar (3)

REVISE TITLE AND DESCRIPTION

MUCO 410 – Special Topics in Musicology (3) Topics vary, drawn from historical, cultural, analytical, or musicological issues related to a musical genre, style, repertory, composer, or other.

MUSIC PERFORMANCE (MUPF)

ADD

MUPF 593 – Independent Study (1-15)

Repeatability: May be repeated. Maximum 15 hours.

Registration Permission: Consent of director.

DEPARTMENT OF PSYCHOLOGY

Psychology (PSYC)

REVISE TITLE

PSYC 570 – Cognitive and Affective Bases of Behavior (3)

PART II. PROGRAM CHANGES**DEPARTMENT OF CHEMISTRY****◆ ADD GRADUATE CERTIFICATE – RADIOCHEMISTRY**

In the 2014-15 *Graduate Catalog* add heading, text, and requirements for new certificate.

Radiochemistry Graduate Certificate

The 12-hour certificate is earned by completing four courses from the following list (3 credit hours each), including two required courses and two electives. Required courses include CHEM 580 and NE 550. Electives include NE 433, NE 501, CHEM 511, and CHEM 531. The selection of courses, which must be approved by the student's home department, is determined through a student advising conference that considers the student's personal interests, academic background,

and work experience. Criteria for acceptance into the program are the same as for acceptance into the graduate programs in chemistry or nuclear engineering.

Rationale: The Department of Chemistry, in collaboration with Nuclear Engineering, seeks to offer a graduate certificate in radiochemistry to strengthen training in this discipline, which represents a significant research focus at UTK. Impact on other units: Collaborative program with radiochemistry. Students from other departments can also earn this certificate. Financial impact: None.

INTERDISCIPLINARY PROGRAMS

REVISE MEDIEVAL STUDIES GRADUATE CERTIFICATE

In the 2014-15 *Graduate Catalog*, revise Medieval Studies Certificate in the following areas:

1) under Requirements heading, 2nd bullet, revise course list to add the following courses:

ARCH 511, CLAS 445, CLAS 573, MUCO 540, REST 523

2) under Requirements heading, 3rd bullet (remove current text and replace with the following text)

Demonstration of competency in reading medieval Latin either by 1) earning a B+ or higher in CLAS 435 and CLAS 571 or 2) passing University of Toronto's Level One Medieval Latin Exam, given periodically on campus. Where appropriate, students may substitute competency in reading medieval Greek, Hebrew, or Arabic. The chair of the Medieval and Renaissance Studies Program, in conjunction with the Marco Graduate Curriculum Committee, will establish standards for determining competency in these languages as need arises.

Rationale: The current option of passing only CLAS 435 does not provide sufficient work in Latin language for graduate students in Medieval Studies and is not as rigorous as the Toronto exam. The addition of CLAS 571 corrects this problem. The grade of B+ or higher assures mastery of the material taught in both courses appropriate to graduate work in medieval studies. Impact on other units: None. Financial impact: None.

3) under Requirements heading, 4th bullet (remove current text and replace with the following text)

Evidence of professionalization in Medieval Studies in the form of a formal, twenty-minute presentation of original research to take place on campus for Medieval Studies faculty, students, and the public. The presentation should demonstrate interdisciplinarity and may grow out of a course or seminar paper. Normally the presentation will take place in the semester that the certificate is granted.

DEPARTMENT OF THEATRE

◆ DROP CONCENTRATION – THEATRE (MFA)

Dramaturgy

Rationale: Has not been an active concentration for years. Dept voted to drop concentration. Impact on other units: None. Financial impact: None.

REVISE REQUIREMENTS – THEATRE MAJOR, MFA

In the 2014-15 *Graduate Catalog*, remove current first paragraph and replace with the following two paragraphs:

At least 60 semester hours, 40 of which must be at the 500 level or above, are required for the Master of Fine Arts with a major in Theatre, which is normally to be completed in three consecutive years of full-time residence. Theatre 501 is required. Three additional advisor approved hours at the graduate level are required from history, literature, or dramaturgy. Students in the MFA degree program are evaluated each semester by faculty on overall performance, portfolio submission (in Design), and standards of behavior. Continuation in the program is with the approval of the faculty for the appropriate concentration within the MFA degree program.

Theatre 599 (Projects in Lieu of Thesis) and an oral defense of the project must be completed satisfactorily in the third year of study before the degree is conferred. The concentration professor and the student together select an advisor and a committee for the Project in Lieu of Thesis.

Rationale: This is clarification and solidification of requirements that have been in practice but not clearly stated in the catalog

COLLEGE OF SOCIAL WORK

All changes effective Fall 2014

I. COURSE CHANGES**Social Work (SOWK)**

ADD

SOWK 527 Cognitive Behavioral Therapy (3) Elective course. Focuses on empirically validated treatment approach, cognitive behavioral therapy. Will cover the theory, concepts, and techniques of cognitive behavioral therapies, with a particular emphasis on intervention methods that may be used by the social worker to help clients with specific problems or conditions.

SOWK 529 Beyond Combat: Military Social Work Practice (3) Elective course. Draws from research data that explore the effects of deployment and combat stress on the physical and mental health of active duty U.S. service members and their families. Modalities grounded in a synthesis of trauma, attachment and cognitive-behavioral theories include individual, couple/family, group and clinical case management approaches. Attention to issues of diversity, ethics and use of "professional self" will be included throughout all clinical case discussions. Clinical issues involve intimate partner violence, complex responses of PTSD, other anxiety disorders, depression/suicidality, substance abuse and traumatic brain injury. Managing secondary trauma and the role of transference/countertransference phenomena are central in all discussions. Priority is given to students who have worked with or who anticipate working with soldiers, veterans and their families. In order to include a global perspective, cultural relativity and universality of responses to traumatic events related to armed conflict and war are also highlighted.

SOWK 533 Treatment of Trauma (3) Elective course. Will present current bio-ecological research findings that inform our understanding of trauma. Emphasis is placed on understanding biopsychosocial influences on the incidence, course and treatment of acute stress and PTSD and the differential effect of these factors on diverse populations at risk. The course focuses on the acquisition of diagnostic skills as they relate to comprehensive social work assessment of adults, adolescents, and children. Assessment and interventions skills are taught for specific types of trauma, e.g. rape, war, natural disasters. Evidence-based interventions to treat victims of trauma will be presented. The treatment of trauma in this course is family focused and emphasizes the impact of trauma on family and provision of psychoeducation and support for family members. Knowledge of psychopharmacology and the roles social workers play regarding medication with clients as part of an interdisciplinary treatment team will be covered. This two credit advanced elective course examines roles, assessments, and intervention strategies for social workers in treating acute stress disorder and PTSD in a variety of service settings.

SOWK 553 Clinical Social Work Practice in Hospitals and Health Settings (3) Elective course. Focus will be on becoming an effective practitioner in working with individuals and families affected by chronic and acute illnesses across the lifespan. Will also focus on increasing clinical practice skills used in hospital and health care settings. Will address the areas of managed care systems, clinical assessment, treatment planning, evidence-based interventions, culturally relevant practice, spirituality, legal and ethical issues, impact of acute and chronic illness on patients and families, interdisciplinary teams and the social work role, discharge planning, advocacy, information technology, and end-of-life care. Will address health disparities in acute and chronic illnesses among various racial/ethnic groups and explore barrier to quality of care for the uninsured and underinsured. Will highlight the role of individual differences (e.g., spirituality, gender, mental health, social support, etc.) and societal/cultural differences as they impact acute and chronic illnesses.

SOWK 561 Spirituality in Clinical Social Work Practice (3) Elective course. Will examine the role of spirituality in clinical social work practice, and provides an introduction to current evidence based practices that incorporate spirituality. Will emphasize the consideration of the spiritual beliefs of both the practitioner and client in clinical practice, and the use of spiritually-based psychotherapies in practice. Ethical issues, intervention skills, and critical review of the evidence-base for spiritually-based psychotherapies are the central topics of the course.

(RE) Prerequisite(s): 510, 512, 513, 519, 522, 537, 538 and 539.

Comment(s): Advanced Standing satisfies prerequisites.

Registration Permission: Non-MSSW students may register with consent of instructor.

Rationale: Elective courses in the MSSW curriculum that will be offered on an ongoing basis (previously offered as SW 540). Also will be used to satisfy requirements of our graduate certificate programs. Course format and location: Lecture. Impact on other units: None. Financial impact: None.

SOWK 626 Critical Thinking for Science and Research (2) Within a student's substantive area, identification of assumptions and premises upon which an argument is based. Application of concepts within a particular model and the development of a statement of a predicted research outcome and/or research hypothesis that test the empirical validity of the model.

Registration Restriction(s): Minimum student level – graduate.

SOWK 628 Critical Review of Research Literature (3) Formulation of a researchable problem relevant to professional social work. Carrying out a systematic, comprehensive search of relevant databases. Writing a review of the literature that is suitable for publication in a scholarly journal.

Registration Restriction(s): Minimum student level – graduate.

SOWK 630 Research Practicum I (1) Individual research experience under the supervision of a faculty mentor.
Registration Restriction(s): Minimum student level – graduate.

SOWK 631 Research Practicum II (1) Individual research experience under the supervision of a faculty mentor.
(RE) Prerequisite(s): 630.
Registration Restriction(s): Minimum student level – graduate.

SOWK 632 Research Practicum III (1) Individual research experience under the supervision of a faculty mentor.
(RE) Prerequisite(s): 631.
Registration Restriction(s): Minimum student level – graduate.

SOWK 676 Social Work Pedagogy in Online Environments (1) Best practices for online teaching. Unique characteristics of online teaching in social work and empirically-supported strategies for developing online courses and managing online classroom environments.
Registration Restriction(s): Minimum student level – graduate.

SOWK 677 Teaching Practicum I (1) Face-to-face classroom teaching experience under the supervision of a social work faculty teaching mentor. Demonstration of independent teaching, student assessment, and classroom management.
Registration Restriction(s): Minimum student level – graduate.

SOWK 678 Teaching Practicum II (1) Online teaching experience under the supervision of a social work faculty teaching mentor. Use of appropriate technology to demonstrate independent online teaching and student assessment.
Registration Restriction(s): Minimum student level – graduate.

SOWK 680 Professional Development for Social Work Scholars (2) Preparing for a tenure-track faculty job, including job searches and the interviewing process, networking for professional development, and skills for transitioning to a successful academic career.
Registration Restriction(s): Minimum student level – graduate.

DROP

- SOWK 612
- SOWK 613
- SOWK 640
- SOWK 650
- SOWK 670

| Current Course Social Work (SOWK) | Equivalent Course Effective Fall 2014 Social Work (SOWK) |
|--------------------------------------|---|
| 670 | 628 |

REVISE TO ADD COMMENT

SOWK 520 - Evidence-Based Practice (1)
Comment(s): Admission to Advanced Standing program.

REVISE DESCRIPTION

SOWK 601 Research for Social Work Practice I (3) Epistemological foundations of, and methods for, quantitative and qualitative research for social work practice, including formation of research questions and hypotheses; basic measurement; sampling; research design; and introduction to the research proposal.

SOWK 602 Research for Social Work Practice II (3) Intermediate methods for quantitative and qualitative research for social work practice, including applied measurement theory; reliability and validity; scale development; item analysis; differential item functioning; and research design and proposal writing.

SOWK 605 Analysis of Social Work Data I (3) Univariate and bivariate descriptive statistics, foundations of null hypothesis significance testing (NHST), and applications of NHST, confidence intervals, and effect size estimates to testing, examining, interpreting, and presenting results concerning bivariate relationships with continuous and discrete variables.

SOWK 606 Analysis of Social Work Data II (3) Conceptual understanding of fixed-effects linear regression models and ability to specify, test, interpret, and present results of linear regression models. Extension of linear regression to discrete dependent variables in the framework of the generalized linear model.

REVISE DESCRIPTION AND HOURS

SOWK 675 Teaching Methods in Social Work (2) History and context of social work education, including curriculum policy and accreditation. Effective teaching techniques, course development, assessment of student learning, and classroom management skills.

REVISE TITLE, DESCRIPTION, AND (RE) PREREQUISITE

SOWK 603 Research III: Funded Research and Grant Writing (3) Funded research and grant writing. Sources of funding, including federal and private foundation, for social work research; writing a competitive grant proposal, including the narrative, budget, budget justification, and IRB review application.

Rationale for PhD course changes: The College of Social Work is changing the curriculum for its PhD program. The new curriculum was approved unanimously by the College of Social Work faculty on August 15, 2013. These changes are designed to better prepare students for research and university teaching careers in social work education. Courses are being added to strengthen the research and statistics training for students while also providing more opportunities for students to publish and present research papers. The inclusion of traditional courses with opportunities for practical application of this course content through the research practicum sequence allows for each student to learn new skills then extend this new knowledge and apply it toward building expertise in their individual substantive area. Students also will complete required coursework in college teaching and online teaching as well as a professional development seminar. The two required teaching courses will focus primarily on unique aspects of teaching in social work such as the role of professional accreditation in defining curriculum and course content, best practices for teaching therapy and counseling skills via technology, and clinical assessment. Impact on other units: The curriculum changes do not affect other programs. The new curriculum does not require courses taught by other units and no courses are cross-listed. In the new curriculum, fewer electives from other units are required and more courses will be taught within the College of Social Work. This will not impact other units since the PhD program is small and therefore never accounted for a significant percentage of seats in any class outside of the College of Social Work. Financial Impact: The new curriculum does not require additional resources. The curriculum has the same number of credit hours from the current structure. The College of Social Work has hired several new faculty members who will have opportunities to teach in the PhD curriculum; thus, the new curriculum does not increase faculty workload.

II. PROGRAM CHANGES

REVISE INTRODUCTORY TEXT DESCRIBING PROGRAMS

In the 2014-2015 *Graduate Catalog* remove introductory text describing graduate programs and replace with the following:

Graduate Programs

The two-year program (thesis or non-thesis option) leading to the Master of Science in Social Work is fully accredited by the Council on Social Work Education and is offered on the Knoxville and Nashville campuses and through the Online MSSW program. The foundation curriculum of the PhD program is available only in Knoxville. The post-MSW/MSSW Doctorate of Social Work (DSW) is an online program that requires an annual week of on-campus residency each summer devoted to intensive study and skills practice.

The Gerontology Graduate Certificate prepares graduate students to work with and on behalf of the rapidly growing older population. The gerontology certificate gives students the opportunity to combine courses focusing on critical aging issues with direct aging-related experiences. The Veterinary Social Work Graduate Certificate Program offers a comprehensive foundation in veterinary social work topics focusing on the knowledge and skills needed to integrate animals into social work practice in ethically sound ways and in keeping with the values of the social work profession. The Graduate Certificate in Trauma Treatment provides students with the coursework and practical experience needed to provide trauma-specific interventions and trauma-informed programming and policy development. The Tennessee State School Social Work Licensure Program is available to currently enrolled bachelor's level and master's level social work students at the University of Tennessee, Knoxville as well as persons who already hold a bachelor's and/or master's degree in social work from an accredited social work program. This licensure program in school social work equips students with the knowledge and skills necessary to practice in school settings throughout the State of Tennessee.

Graduate courses may be used to count toward both the MSSW and the certificate programs if they fulfill requirements of both programs. With proper planning, one can complete both in a two-year (full-time) period. The completion of a certificate is formally noted on the student's transcript and indicates to prospective employers that, in addition to training within a particular discipline and degree program, additional formal training has been obtained. Information is available from the College of Social Work, Henson Hall, Knoxville, Tennessee 37996-3333.

REVISE ADVANCED STANDING TEXT: SOCIAL WORK MAJOR - MSSW

In the 2014-2015 *Graduate Catalog*, under Advanced Standing heading, add the following sentence to the end of the first paragraph:

The advanced standing program may be completed on either a full-time or part-time basis.

REVISE TEXT AND REQUIREMENTS: SOCIAL WORK MAJOR – PHD

In the 2014-2015 *Graduate Catalog* remove current text and replace with the following:

The College of Social Work offers the Doctor of Philosophy with a major in social work.

The focus of social work education at the doctoral level is to foster the development of an attitude of scientific inquiry, knowledge of the scientific method, ability to extend the knowledge base of social work practice, and effective participation in leadership roles in social work education, research, and practice.

Upon completion of the Ph.D. program, students will be able to:

- Demonstrate expert knowledge in a focused substantive area relevant to social work.
- Conduct independent and original scientific research that advances knowledge in a substantive area.
- Communicate scientific findings in an effective way to a range of audiences (from lay persons to other scientists).
- Secure funding for a substantive research agenda.
- Teach students the knowledge, skills, and values they need to be proficient social workers in a substantive area.

The courses are available only in Knoxville. Students and their committees can develop a plan for completing their research in Nashville based on the availability of dissertation resources. Students have the opportunity to work in the Children's Mental Health Services Research Center as part of their training. The center focuses on services to children who have experienced mental health problems associated with abuse, neglect, violence and a variety of psychosocial problems.

Admission

The PhD program is designed for students who have completed a master's degree in an accredited school of social work and have post-master's social work/social welfare experience. Applicants who do not meet these requirements, but believe they have equivalent credentials should contact the director of PhD program for further information regarding admissions criteria.

Submit online application to the Graduate Admissions Office. Departmental applications may be downloaded at www.csw.utk.edu/phd.

Requirements

A minimum of 66 hours beyond the master's degree including the following:

- Completion of 33 hours of required course work.
- Completion of 9 hours of advanced electives.
- Completion of at least 24 hours of dissertation research.
- Successful completion of a comprehensive examination.
- Completion and defense of the dissertation.

The curriculum of the PhD program consists of foundation course work, electives, and dissertation research. The foundation curriculum consists of course work in research methodology and statistics, critical thinking, grant writing, and pedagogy. Upon this foundation, students and their academic committees develop a plan of study consisting of course work in social work and other departments of the university.

Typically, the 33 hours of foundation curriculum and 9 hours of elective course work are completed during the first two years of study. Dissertation research usually begins in the second year and is continued in the third year of study. While it is generally expected that the course work will be completed on a full-time basis, dissertation research can be completed on a planned part-time basis.

Specific courses required are SOWK 601, SOWK 602, SOWK 603, SOWK 605, SOWK 606, SOWK 626, SOWK 628, SOWK 630, SOWK 631, SOWK 632, SOWK 633, SOWK 675, SOWK 676, SOWK 677, SOWK 678, and SOWK 680.

Examinations

All doctoral students are required to pass a comprehensive examination that consists of a scholarly paper, dissertation proposal, and professional presentation. The examination is administered by members of the comprehensive exam committee and is designed for the student to demonstrate comprehensive knowledge of the major and cognate areas and the dissertation topic. In case of failure, the student may request a retake. The result of the second examination is final.

Rationale: Program changes are needed to accommodate the new PhD curriculum. The program description is revised to state our new program competencies. The program requirements are modified to reflect the new distribution of credit hours across required and elective courses. The newly-added courses also are added to the list of required courses. The statement about examinations is revised to delete the qualifying examination and provide more information about the new comprehensive examination requirements. The qualifying examination is being eliminated; instead, student progress is being evaluated by the new research practicum sequence before they take the comprehensive examination. As part of the research practicum courses, students are matched to a faculty mentor, develop a plan of study that indicates learning outcomes and expected products (publishable papers and presentations) each semester, and are evaluated at the end of each semester on their attainment of these outcomes and productivity. The PhD Student Handbook details this planning and assessment process as well as the procedure when students do not meet expectations. The comprehensive examination has been strengthened by incorporating a required professional presentation of both their comprehensive paper and dissertation proposal. A more detailed description of these requirements also is provided in the PhD Student Handbook.

Impact on Other Units: The curriculum changes do not affect other programs. The new curriculum does not require courses taught by other units and no courses are cross-listed. In the new curriculum, fewer electives from other units are required and more courses will be

taught within the College of Social Work. This will not impact other units since the PhD program is small and therefore never accounted for a significant percentage of seats in any class outside of the College of Social Work.

Financial Impact: The new curriculum does not require additional resources. The curriculum has the same number of credit hours from the current structure. The College of Social Work has hired several new faculty members who will have opportunities to teach in the PhD curriculum; thus, the new curriculum does not increase faculty workload.

Graduate Courses Not Taught in Four or More Years TO BE DROPPED FALL 2014

Note: *If courses are cross-listed and the primary course is dropped, the secondary course(s) will also be dropped.*

| ACADEMIC DISCIPLINE | COURSE NUMBER AND TITLE | CROSS-LISTED COURSE | DROP EFFECTIVE FALL 2014 | IF NO, DO NOT DROP COURSE, WAS CHECKED IN PREVIOUS COLUMN, GIVE JUSTIFICATION FOR RETAINING | ON PREVIOUS LISTS | PRIOR RATIONALE(S) |
|---|---|---------------------|--------------------------|--|-------------------|--|
| COLLEGE OF ARTS AND SCIENCES | | | | | | |
| Biochemistry and Cellular & Molecular Biology (BCMB) | 562 Introduction to Electron Microscopy – Transmission Electron Microscope | | NO, do not drop | Dr. Andreas Nebenfuhr attended Graduate Council meeting of 11/7/13 to ask that course be retained. He reported several new sophisticated instruments purchased for the microscopy center has renewed interest in these techniques. Class is being revised to take advantage of new equipment and will be offered by Nebenfuhr, Spr 2015. Council voted to retain course. | 2012 | Offered Spring 2012 but had no enrollment. Would like to keep for now and try it again. |
| Geography (GEOG) | 507 Research in Human Geography | | X | | | |
| German (GERM) | 541 Medieval German Language and Literature | | NO, do not drop | At Graduate Council meeting of 11/7/13, Dr. S. Ohnesorg asked that course be retained. Ohnesorg explained she had not seen the 4 or More Report to make decision to retain or drop. First time on report and course will be taught Spring 2015. Council voted to retain course. (No response: Per Dean's Office, dept was notified that a no response means the course will be dropped). | | |
| Mathematics (MATH) | 617 Geometry of Groups | | X | | | |
| Physics (PHYS) | 505 Physics of Fluids | | X | Per M. Breinig, <i>dept voted to drop.</i> UTSI: Prof. Christian Parigger offered course at UTSI and would like to offer it again as it fits with the needs of many engineering students at UTSI. (Parigger serves on the Physics department graduate curriculum committee, and will discuss retaining the course when the dept committee meets on Friday 13 September.) | 2012 | Department is undertaking a full review of their graduate program and would like to keep this course until they make definite decisions on all graduate courses next year. |
| Psychology (PSYC) | 558 Interviewing and Observation | | X | | | |

| ACADEMIC DISCIPLINE | COURSE NUMBER AND TITLE | CROSS-LISTED COURSE | DROP EFFECTIVE FALL 2014 | IF NO, DO NOT DROP COURSE, WAS CHECKED IN PREVIOUS COLUMN, GIVE JUSTIFICATION FOR RETAINING | ON PREVIOUS LISTS | PRIOR RATIONALE(S) |
|---|--|---------------------|--------------------------|---|-------------------|---|
| Psychology (PSYC) | 559 Laboratory in Interviewing and Observation | | X | | | |
| Psychology (PSYC) | 578 Scientific Writing in Psychology | | X | | | |
| Religious Studies (REST) | 505 Religious Texts and Contexts | | X | | | |
| Religious Studies (REST) | 506 Historical Study of Religions | | X | | | |
| COLLEGE OF BUSINESS ADMINISTRATION | | | | | | |
| Information Management (INMT) | 541 Advanced Database Systems | | X | | 2012 | |
| COLLEGE OF EDUCATION, HEALTH, AND HUMAN SCIENCES | | | | | | |
| Child and Family Studies (CFS) | 567 Family Violence | | X | | 2012 | This is a foundations option course that will be offered next year. |
| Cultural Studies In Education (CSE) | 625 Methods of Historical Research | | X | | | |
| Educational Psychology (EDPY) | 654 Designing Project Evaluations: Theory and Application | | X | | | |
| Higher Education Administration (HEAM) | 574 The College Student | | X | | | |
| Theory and Practice in Teacher Education (TPTE) | 558 Curriculum Planning and Development | | X | | 2012 | This course is an elective for Secondary Education Master's students. |

| ACADEMIC DISCIPLINE | COURSE NUMBER AND TITLE | CROSS-LISTED COURSE | DROP EFFECTIVE FALL 2014 | IF NO, DO NOT DROP COURSE, WAS CHECKED IN PREVIOUS COLUMN, GIVE JUSTIFICATION FOR RETAINING | ON PREVIOUS LISTS | PRIOR RATIONALE(S) |
|--|--|--|--------------------------|---|-------------------|--|
| College of Engineering | | | | | | |
| Biomedical Engineering (BME) | 511 Biotransport Processes | | NO, do not drop | At Graduate Council meeting of 11/7/13, Dr. Eric Boder asked that course be retained. Boder explained dept has revised curriculum and this will now become a required course for the program. Council voted to retain course. | 2012 | Supports area of new hire. |
| Civil Engineering (CE) | 510 Urban Systems: Engineering and Management | | X | | | |
| Computer Science (COSC) | 541 Database Management Systems | | X | | 2012 | Course should be preserved as a core graduate course. |
| Electrical and Computer Engineering (ECE) | 552 Digital System Design II | | X | | 2012 | Anticipating a new faculty hire in this area – course should be preserved. |
| Electrical and Computer Engineering (ECE) | 659 Digital Systems Verification | | X | | | |
| Industrial Engineering (IE) | 556 Data Mining in Engineering and Manufacturing (Primary course) | <i>Secondary course: CBE 556</i> | X | | 2012 | Anticipating a new faculty hire in this area – course should be preserved |
| Mechanical Engineering (ME) | 518 Computational Fluid-Thermal Systems (Primary course) | <i>Secondary courses: AE 518 BME 518</i> | X | | | |
| Mechanical Engineering (ME) | 547 Modern Linear Controls (Primary course) | <i>Secondary courses: AE 547 BME 547</i> | NO, do not drop | At Graduate Council meeting of 11/7/13, Dr. Hans DeSmidt asked that course be retained. DeSmidt explained dept reviewed course and it is important to program. Will be taught Spring 2014. Council voted to retain course. (The curriculum committee voted to DROP the course because - second time listed on report and did not indicate a specific semester the course would be taught. Department has opportunity to attend Graduate Council and ask that course be retained and give a plan when course will be taught) | 2012 | UTK – Supports research area of new hire. UTSI – Needed to support research area of UTSI faculty new to the department in the Fall 2012 semester. |

| ACADEMIC DISCIPLINE | COURSE NUMBER AND TITLE | CROSS-LISTED COURSE | DROP EFFECTIVE FALL 2014 | IF NO, DO NOT DROP COURSE, WAS CHECKED IN PREVIOUS COLUMN, GIVE JUSTIFICATION FOR RETAINING | ON PREVIOUS LISTS | PRIOR RATIONALE(S) |
|------------------------------------|---|--|--------------------------|---|-------------------|---|
| Mechanical Engineering (ME) | 647 Nonlinear Control Systems (Primary course) | <i>Secondary courses:</i> AE 647 BME 647 | NO, do not drop | At Graduate Council meeting of 11/7/13, Dr. Hans DeSmidt asked that course be retained. DeSmidt explained dept reviewed course and it is important to program. Will be taught Spring 2014. Council voted to retain course. (The curriculum committee voted to DROP the course because - second time listed on report and did not indicate a specific semester the course would be taught. Department has opportunity to attend Graduate Council and ask that course be retained and give a plan when course will be taught) | 2012 2011 | UTK – In the area of new faculty search. UTSI – New faculty hire in dept (fa 2012), need course to support research of new hire. Needed to support research area of new faculty search. |
| College of Law | | | | | | |
| Law (LAW) | 863 Children and the Law | | X | | | |
| Law (LAW) | 985 Workers' Compensation | | NO, do not drop | At Graduate Council meeting of 11/7/13, Sibly Marshall asked that course be retained. Marshall explained course is taught under a topics course because needs to be a 2 hr course. They will submit curriculum revision to revise hours and course will taught in correct context. Council voted to retain course. [Taught as a 2-hour (rather than 3-hr) course last spring and will be taught as a 2-hour course this spring. College will seek to revise hours to read "2-3" in the next Graduate Catalog.] The curriculum committee voted to DROP the course because - second time listed on report and did not indicate a specific semester the course would be taught. College has opportunity to attend Graduate Council and ask that course be retained and give a plan when course will be taught. | 2012 | Will be taught spring 2013. |
| College of Nursing | | | | | | |
| Nursing (NURS) | 552 Care of the Critically ill Neonate | | X | | 2012 | Will be taught spring 2013. |

| ACADEMIC DISCIPLINE | COURSE NUMBER AND TITLE | CROSS-LISTED COURSE | DROPEFFECTIVE FALL 2014 | IF NO, DO NOT DROP COURSE, WAS CHECKED IN PREVIOUS COLUMN, GIVE JUSTIFICATION FOR RETAINING | ON PREVIOUS LISTS | PRIOR RATIONALE(S) |
|---------------------|--|---------------------|-------------------------|---|-------------------|--------------------|
| Nursing (NURS) | 564 Nursing of Women and Children: Clinical Experience in Infant's Health | | X | | | |
| Nursing (NURS) | 567 Embryology and Neonatal Pathophysiology for Advanced Neonatal Nursing Practice | | X | | | |
| Nursing (NURS) | 568 Care of the Neonate | | X | | | |
| Nursing (NURS) | 569 Care of the ill Neonate | | X | | | |

The following 400-level courses (approved for graduate credit) are listed on the Undergraduate Courses Not Taught in 4 or More Years Report and are marked to be removed. Consequently, they will also be removed from the Graduate Catalog.

Anthropology (ANTH) 465

Geography (GEOG) 410

Electrical and Computer Engineering (ECE) 446

Nursing (NURS) 409

ATTACHMENT 4
GRADUATE DEAN'S GROUP
THURSDAY, OCTOBER 10, 2013, 2:00 P.M. – 3:30 P.M.
BLACK CULTURAL CENTER, MULTIPURPOSE ROOM

Attending:

Millie Cheatham for Dixie Thompson, Catherine Cox, Joy DeSensi (Chair), George Dodds, Mary Gunther, Donald Hodges, Carolyn Hodges, Yvonne Kilpatrick, Tom Ladd, Catherine Luther, Mike McEntee, Stefanie Ohnesorg, Masood Parang, Carol Parker, Annette Ranft, Cynthia Rocha, and John Stier

The Graduate Deans' Group meeting was called to order by Joy DeSensi, on Thursday, October 10, 2013, at 2:00 p.m. in the Multipurpose Room, Black Cultural Center.

1. The minutes of the Graduate Deans' Group meeting from August 22, 2013 were approved.
2. Updates from the Graduate School
Carolyn Hodges, Vice Provost and Dean of the Graduate School, reported the following:
 - Recurring Funds for Stipends: The Chancellor is considering providing additional recurring funds for stipends for new graduate students. Details about the amount, when the funding will be provided to college deans and how it will be administered and monitored are not yet available. For the third year in a row he will commit \$200,000 in on-recurring funding to support graduate student travel to present at national and international conferences.
 - Raises: Graduate students appointed as GTAs, GRAs, and GAs received raises along with raises provided to faculty and staff for fiscal year 2013-14.
 - Graduate School Self Study/Program Review: The Graduate School will undergo a self-study/program review to determine plans for staff hiring (replacement for Kay Reed, addition of a business manager, other positions) and consideration of other potential structural adjustments.
 - Top 25 Action Plan Report:
 - Recruitment/Diversity: (Status: Long-term , ongoing actions are in progress)
 - Oak Ridge, TN-Score support for the GEM Grad Lab (2nd) – completed
 - GEO mapping – tool for aggressive recruitment based on strategic planning – completed and ongoing
 - Visitation – pilot program with McNair programs – planning stage
 - Website overhaul – planning stage (Status: Action steps in progress; have meet with Office of Communications and with OIT to determine project assignment)
 - Signed MOU with the Univ. of Puerto Rico, Rio Piedras (lead college is the College of Communication and Information Science) completed
 - China Scholarship Council and China Agricultural University, Nanjing University, Institute of Applied Ecology, Chinese Academy for a joint Chinese/UT master's and EcoPartnership Scholar Program” – in progress
 - Maximize Degree Offerings – Certificates (policy and structure review by Graduate Council) – in progress
 - Launch of two new master's degree programs, MFA and MPPA – completed and available for 2014 applicants

- Increase Graduate Student Financial Support: (Status: Actions initiated; dependent upon funding stream; deans will possibly receive some stipend funding for new applicants - 2014)
 - New funding for graduate student recruitment – recurring (?) funding for new stipends (pending official notification)
 - Review of assistantship structure – in progress
 - Benefits – Leave of absence, FAML (proposed by GSS and to be reviewed by Graduate Council) – in progress
 - Admissions – ADMIT Enhancements: (Status: Initial action plan completed; enhancements added August 2013)
 - Applicant Status Portal Form – completed and launched
 - Applicant Decision Portal Form – completed and launched
 - Professional Development/Student Engagement and Success: (Status: Long-term, ongoing action steps are in progress)
 - New Student Orientation – GSS leadership; follow-up assessment – completed
 - International Teaching Assistant (ITA) Testing Program (formerly the SPEAK® Testing Program) – completed and ongoing
 - Continue to present and build workshop series, focus on mentoring – ongoing
 - Guide for directors of graduate studies – in progress
 - External Fellowship information (Office of Research and Engagement) – completed
 - Student Data and Tracking: (Status: Action steps in progress; dependent on funding stream; tied to other Top 25 areas)
 - Enhancements to Banner processes, e.g., dissertation defense workflow, graduate degree audit – planning stage
 - Creation of efficiencies – Graduate School staff changes, reorganization of processes
 - Search for business manager in progress (featured in Top 25 action plan) – in progress
3. Directors of Graduate Studies
Joy DeSensi, Associate Dean of the Graduate School, reported the following:
- Questions have come to the attention of the Graduate School regarding information related to the Directors of Graduate Studies (DGS). In an effort to alleviate these issues, Joy DeSensi requested the assistance of the Graduate Deans to encourage departments to:
 - Be certain every department has a faculty member assigned to work in the capacity of the DGS; that the graduate students are aware of who is serving in this capacity; and to inform the Graduate School when there is a change of personnel in this area
 - Be certain each department has developed a *Graduate Student Handbook* noting procedures for carrying out graduate degree requirements; that the handbooks are posted on department website and that the information is consistent with that of the yearly updated hard copy of the handbook which is submitted to the Graduate School the first day of classes each fall term
 - Make revisions to the handbook during the spring term at the latest, in order for department faculty to have time to discuss and approve changes; a date should

appear at the end of the section to indicate when the policy/procedure was changed/approved

- A *Director of Graduate Studies Manual* is being developed by the Graduate School which will provide more detailed information for the DGS on carrying out specific responsibilities.

4. Other

- A request was made to invite James Boyle III, Administrator of the Student Health Service, to speak at the January meeting regarding the new changes that will occur due to the new health insurance regulations. Questions may be sent to the Graduate School prior to the January meeting, so they may be compiled and sent to James Boyle prior to the meeting.
- Yvonne Kilpatrick, Director of Graduate Admissions, announced that the Office of Graduate Admissions and the Center for International Education are hosting an English language proficiency conditional admission workshop on Monday, October 14 at 3:00 p.m. in the International House Great Room. Each graduate program is requested to send a representative to the workshop as developing a collaborative strategy involving graduate programs, the Center for International Education, and the Office of Graduate Admissions is critical to the success of English language proficiency conditional admission.

The next Graduate Deans' Group meeting will be Thursday, January 9, 2014, 2:00 – 3:30p.m. in the Multipurpose Room, Black Cultural Center.

Meeting Dates: February 13, 2014
 March 27, 2014

With no further business, the meeting was adjourned at 2:40 p.m.

Respectfully Submitted,
Gay Henegar
Secretary to Graduate Deans' Group