

ACU Graduate Council
March 19, 2019
11:30 a.m. – 1:00 p.m.
CBS Dean's Conference Room

Present: D. Snider, K. Witemeyer, D. Walls, S. Jones, L. Lemley, J. Neill, T. Sensing, C. Flanagan, A. Huddleston, T. Womble, M. Scott, J. Cardot, D. Barnett, L. Merchant

Absent: M. Long,

Ex-officios: (J. Weaver, G. Straughn, B. Crisp, K. Cukrowski, B. Hammack, J. Shewmaker – not in attendance)

Guests: M. McMillan, S. Macaluso, J. Camp, C. Riley, J. Smith, E. Gumm, T. Parrish

The meeting began at 11:52 a.m.

- I. Approval of the minutes from 11.13.18

Motion to approve the minutes by S. Jones; seconded by D. Walls; all in favor. Motion passes.

Information Items:

- II. BMFT 661 & 663 – Change Course Terms

L. Merchant - We want to move our post-modern class into an earlier semester, switching that with the diversity course. Students received diversity training as embedded components of many of our other courses, so moving the diversity course to a later rotation will not create a deficit.

- III. COMM 515 & 585 - Change Course Terms

L. Lemley - These are optional courses, so the change will not affect degree plans. This will create more options for students.

- IV. PSYC 644 – Revise Title & Description

The new title better describes the course and the licensure requirements. It will be better both for students pursuing LPC and SSP.

Action Items:

- V. COMM 560 – Health Communication - New Course

Cross-listed with COMM 460. J. Camp - I've taught this as a 440/540. It is a survey course on all aspects of human communication in the healthcare context. Patient-provider, organizational components, public health campaigns, etc. What distinguishes the graduate course from the undergraduate course is that the graduate students will be conducting a case study, writing a paper, and presenting their findings to the class. They will be applying theory to their case study. We look at cross-cultural communication as well. S. Jones - I think this is a much needed course. D. Snider - Do you see these courses as filling a hole in the curriculum? J. Camp - The area of healthcare communication is one of the fastest growing areas within Communication. Funding is there for research, so there is a priority for this discipline. It has been shown to reduce consumer cost, physician malpractice suits, etc.

VI. COMM 561 – Nonprofit Event Communication – New Course

Cross-listed with COMM 461. L. Lemley - We've taught this course twice as a special topics course. We look at social media, fundraising, and the event-planning process including online software for project management. It is a unique course in that we have a retreat to start then we break up into groups to plan campus events. This gives them practical experience. The difference for the graduate level is that they have to do research before the retreat and present this to the undergraduates at the retreat. There is also a presentation including a lot of theory at the end of the semester. We encourage them to present projects in a way that would allow them to present at conferences. J. Cardot - This really ties into cities and organizations that hire event planners. It is a very marketable skill. Abilene has three event planners who work with our city council. L. Lemley - We see more and more students getting into event planning. Nonprofits are also a big area of interest to students. Our students will go out and practice fundraising. It fills a hole and meets demands. J. Smith - For the council's information, the cross-listed undergraduate courses have not yet gone through UUAC. T. Sensing - Are you wanting to expand this into a track? L. Lemley - We are a generalist program, students can build their own course offerings based on their interests, so we don't use tracks. J. Cardot - We would have to look at personnel before we could consider expanding into a full track. C. Flanagan - Can you address the prerequisite of instructor approval? L. Lemley - Since our students will be going out into the community, we want to make sure they have the skills and maturity to handle this level of fundraising and event planning. We will be checking GPA and want to keep lower-level students from registering.

VII. MA COMS – Revise Major – Add COMM 560 & 561

L. Lemley - We want to add these new courses into our MA program as elective options.

VIII. COMM 543 – Close Course

L. Lemley - We don't feel it is appropriate to pair this with COMM 343. So we are closing the 543 course. J. Cardot - This was a good class for graduate students who came to our master's program without much experience in public speaking. L. Lemley - But we have another training course that addresses that need.

Motion to approve items V-VIII by J. Neill; seconded by L. Merchant; all in favor. Motion passes. (J. Smith - If UUAC requests changes, will Grad Council want to see it again? D. Snider - If the changes are minor, no; if major changes, yes.)

IX. GERO 541, 548, 554, 561, 562, 563, 586, and 641 – Close Courses

S. Macaluso - We have a lot of courses still on the books that have not been taught in many years. Our faculty are not specialists in these areas and there is not a lot of demand for them. Most of them have to do with nursing home care. D. Snider - These courses are from the old master's programs? S. Macaluso - We still offer the graduate certificate. We don't need all of these courses for the smaller program. The courses are very dated and are no longer relevant. I plan to revise the certificate next year. T. Sensing - How many students do you have in the certificate? Do we need to look at closing it? S. Macaluso - We have one student right now. We are hoping to revamp and redesign it to make it more marketable. M. McMillan - I don't think we are currently marketing this program. Do you offer the certificate as a stand alone program? S. Macaluso - It is usually an add-on to a master's degree. We would like to make it marketable as a stand-alone program. J. Cardot - Back in the 1980's when this was first developed, we had several students from MA Communication who added the certificate to their program. S. Macaluso - The fastest growing age group is over 80. We are working on making people aware of the job market there. L. Merchant - We have students interested in gerontology.

Motion to approve by J. Cardot; seconded by L. Merchant; all in favor. Motion passes.

X. Revise Graduate Policy for Incomplete Grades

We seem to have consensus at the program directors meeting regarding this policy change. C. Flanagan - I have reservations regarding to thesis. At what point does this cycle out and they can't finish? D. Snider - They have two years to finish the thesis. One year past the stated deadline. If a student needs longer, I am willing to grant exceptions. C. Flanagan - So even if it turns to an F and a year passes and they come back. What would we charge them? We decided to go with a retroactive continuation fee to cover the semesters they sat out. Fee waiver forms can also be used if that is an issue. We don't want EVERY student to have

this option, because then student won't finish if we didn't have this policy in place. There are a lot of universities that charge full-tuition for continuation. We can always change the policy back if we encounter problems. T. Parrish - Susan Lewis met with me and said that students currently facing continuation would be allowed to complete under their current catalog's policy. E. Gumm - Right now there is an automatic process in Banner that will be deleted so those students from older catalogs will need to be identified to the Registrar's Office so that we can make manual adjustments to allow for continuation. D. Snider - If you have someone who needs to be identified, do an academic exception and we can identify the student that way. L. Merchant - What about the student in an optional thesis? E. Gumm - We have a separate program code for the non-thesis program for MMFT, so we would recommend that the student withdraw from the thesis course and switch to the non-thesis program. C. Flanagan - How do we catch students when thesis chairs change? E. Gumm - The chairs will need to identify students. T. Parrish - I track and keep records of thesis students. I can assist with identification. C. Flanagan - Maybe an email at the beginning of the semester to let us know which students are in continuation so we can update their status? D. Snider - I think that would be a good idea. Send an email to chairs of thesis committees and department chairs.

Motion to approve by T. Sensing; seconded by J. Neill; all in favor. Motion passes.

Meeting ended at 12:33 p.m.