



Graduate Council

Topic: Graduate Council

Date: Thursday, December 8, 2022

Time: 3:00 pm

ZOOM LINK: <https://wku.zoom.us/j/8078250277>

1. Call to Order
2. Consideration of November 10, 2022 Minutes (APPENDIX A)
3. Report from Graduate Council Executive Committee (APPENDIX B)
4. Committee Reports
  - a. Policy Committee (APPENDIX C)
  - b. Curriculum Committee Minutes (APPENDIX D)
  - c. Student Research Grants Committee (APPENDIX E)
5. Graduate School Reports
  - a. Report from the Associate Provost for Research and Graduate Education (APPENDIX F )
6. Public Comments
7. Announcements & Adjourn

APPENDIX A  
CONSIDERATION OF GRADUATE COUNCIL MEETING MINUTES



Graduate Council  
Minutes – Thursday, November 10, 2022, 3:00 pm ~ 3:32  
Zoom

Present: Sarah Bonis, Ann Ferrell, Ranjit Koodali, Bailey Mattingly, Andrea Paganelli, Richard Schugart, Whitley Stone, Dan Strunk, Dana Sullivan, Adam West, Catherine Wilson, Lily Zhuhadar

Guest: Katrina Burch, Dana Cosby, Lizzie Doerr, Jessica Dorris, Jennifer Hammonds, Bath Laves, Merrall Price, Cathleen Webb

Absent: Lauren Bland, Ray Blankenship, Haley Brazel, Martha Day, Jonah Hathaway, Aaron Hughey, Hannah Peveler, Marla Zobel

1. Call to Order \*Call to Order Sullivan.
2. Consideration of October 12, 2022 Minutes (APPENDIX A) \*Motion to approve. 1<sup>st</sup>/2<sup>nd</sup>: Burch/West. Vote in the Chat. Approved.
3. Report from Graduate Council Executive Committee (APPENDIX B) \*Sullivan. Day not present. Ad hoc committee has met 3 times and have a draft policy that the committee is planning to present in December.
4. Committee Reports
  - a. Policy Committee (APPENDIX C) \*Blankenship not present.  
\*Motion to approve: Sullivan/Burch. Vote in the chat. Approved.
  - b. Curriculum Committee Minutes (APPENDIX D) \*Paganelli. Met on Nov 3<sup>rd</sup>. Curriculum went through for program 0502, Cybersecurity Data Analytics. Adding choice via concentrations.  
\*Motion to approve. 1<sup>st</sup>/2<sup>nd</sup>: Paganelli/Bonis.  
\*Dorris asks about removing the dash from the C grade to avoid confusion.  
\*Cosby accepts friendly amendment.  
\*Vote in Chat. Approved.
  - c. Student Research Grants Committee (APPENDIX E) \*Burch. Motion to approve. 1<sup>st</sup>/2<sup>nd</sup>: Burch/Wilson.  
\*Burch. 38 graduate research or travel grant proposal. 23 of them are travel related. Working as a committee with Koodali, Bonis, and Sullivan to clarify the application process and criteria/guidelines for receiving funds. Funding recommendations will be

out shortly. Vote is still needed by Graduate Council.  
\*Vote in chat. Approved.

## 5. Graduate School Reports

### a. Report from the Associate Provost for Research and Graduate Education (APPENDIX F)

\*Koodali. Shares admission updates. Will inactivate all incomplete applications next month.

\*Koodali provides updates regarding graduate assistantships. Can submit EPAFs for full year (Sept to April). Means that they will be paid in January as well. Thanks Dean Brown.

\*Koodali. Graduate enrollment data is available in the University shared folder.

\*Koodali. Upcoming events are listed, please encourage graduate students to attend. List of YouTube links provided.

\*Koodali. Some virtual recruitment events held by Scott Gordon upcoming. Please encourage prospective students to participate.

\*Ferrell. People may need to be updated because the change could not be confirmed, so the Feb through May EPAFs were submitted. \*Koodali. Budget managers should contact payroll office to see if there needs to be another EPAF issued in order for the GA's to be paid in January. Koodali will share this information via email with budget managers.

\*Koodali announces that Julie Harris has been promoted to Graduate Admissions Analyst.

\*Koodali shares that there will be work to improve the processes regarding research grants.

\*Koodali discusses JUMP and the confusion with the process. #9 on Koodali's agenda to provide clarity.

## 6. Public Comments \*Sullivan shares announcement of future dates for graduate council meetings (refer to email from Dana).

\*Wilson asks about a centralized location of schedule for meeting dates.

\*Sullivan provides the graduate council site (shared via the chat) for meeting dates.

\*Paganelli offers to start to put the link to meeting in the body of the email.

\*Sullivan for Day. The ad hoc committee is trying to make a student-friendly JUMP policy that also aligns with benchmark institutions.

## 7. Announcements & Adjourn \*Motion to adjourn. 1<sup>st</sup>/2<sup>nd</sup>: Wilson/Schugart. Adjourned 3:32 pm.

## **Graduate Council Curriculum Committee**

Course Leaf links to access course and program proposals being considered-you must log in with your WKU NetID and password:

<https://nextcatalog.wku.edu/courseadmin/>

<https://nextcatalog.wku.edu/programadmin/>

**Graduate Council Curriculum Committee**  
**Minutes – October 6, 2022, 2:00 PM (CT)**  
**Join Zoom Meeting - <https://wku.zoom.us/j/6075766671>**

**Voting Members:** Andrea Paganelli, Merrall Price (voting as alternate for Catherine Wilson until she arrives), Whitley Stone, Dan Strunk

**Advisory Members:** Martha Day, Beth Laves, Danita Kelley, Merrall Price, Cate Webb, Jamie DeYoung, Dana Cosby

**Guest:** Keith Philips, Adam West, Amy Cappiccie, Alex Olson, Matthew Shake, Jamie DeYoung, Tonya Bragg-Underwood, Scott Grubbs

**Approval of Minutes, September 1, 2022 – 1<sup>st</sup>/2<sup>nd</sup>:** Strunk/Stone – **Vote:** Approved

**Announcements:**  
None

**Course Administration:**

<b>Graduate Curriculum Committee (5)</b>				
Code	Title	Status	Initiator	Received
<a href="#">BIOL 525</a>	<a href="#">BIOL 525: Advanced Insect Biodiversity</a>	Added	thm84600	8/25/2022
<p><b>Motion to Discuss – 1<sup>st</sup>/2<sup>nd</sup>:</b> Price/Strunk  <b>Discussion:</b> Keith Philips was present for questions. Paganelli noticed it was repeatable once, was there a reason. Maximum credits vs repeatable was explained.  <b>Vote:</b> Approved (4/4)</p>				
<a href="#">FACS 580</a>	<a href="#">FACS 580: Capstone in Child &amp; Family Studies</a>	Edited	adm04097	9/26/2022
<p><b>Motion to Discuss – 1<sup>st</sup>/2<sup>nd</sup>:</b> Whitley/Paganelli  <b>Discussion:</b> Adam West gave a brief description. He explained that it was never an internship it's actually a capstone. It can be repeated for up to 6 credits.  <b>Vote:</b> Approved (4/4)</p>				
<a href="#">PH 631</a>	<a href="#">PH 631: Contemporary Topics in Epidemiology</a>	Added	mr160593	9/26/2022
<p><b>Motion to Discuss – 1<sup>st</sup>/2<sup>nd</sup>:</b> Strunk/Paganelli  <b>Discussion:</b> Danita Kelley can speak about it if has questions. No questions were asked.  <b>Vote:</b> Approved (4/4)</p>				
<a href="#">SWRK 681</a>	<a href="#">SWRK 681: Trauma and Stressor Related Disorders</a>	Added	amy97807	9/26/2022
<p><b>Motion to Discuss – 1<sup>st</sup>/2<sup>nd</sup>:</b> Stone/Paganelli  <b>Discussion:</b> Amy Cappiccie gave a brief description.  <b>Vote:</b> Approved (4/4)</p>				

Graduate Curriculum Committee (5)				
Code	Title	Status	Initiator	Received
<a href="#">SWRK 682</a>	<a href="#">SWRK 682: Suicide Assessment and Intervention for Social Work</a>	Added	amy97807	9/26/2022
<p><b>Motion to Discuss – 1<sup>st</sup>/2<sup>nd</sup>:</b> Price/Paganelli  <b>Discussion:</b> Amy Cappiccie gave a brief description. Strunk asked if this was a required course or elective. It's just an elective. Edit the document because SLO #1 and #2 are the same – Just remove one of them.  <i>Friendly Amendment – Remove SLO #2 (doubled) and replace with “Articulate DSM diagnoses that increase the likelihood of suicidal ideation”</i>  <b>Vote:</b> Approved (4/4)</p>				

### Program Administration:

Graduate Curriculum Committee (5)				
Code	Title	Status	Initiator	Received
<a href="#">0478</a>	<a href="#">0478: Creative Writing</a>	Edited	als57177	9/6/2022
<p><b>Motion to Discuss – 1<sup>st</sup>/2<sup>nd</sup>:</b> Wilson/Paganelli  <b>Discussion:</b> Catalog Content is the majority of the changes. Price was available for discussion if needed and she said it's just mostly a cleanup effort.  <b>Vote:</b> Approved (4/4)</p>				
<a href="#">078</a>	<a href="#">078: History</a>	Edited	alx81987	9/6/2022
<p><b>Motion to Discuss – 1<sup>st</sup>/2<sup>nd</sup>:</b> Wilson/Paganelli  <b>Discussion:</b> Olson gave a brief explanation. Changes under Program Admission area. After some conversations Olson decided to pull the proposal for now and resubmit later.  <b>Motion to table: 1<sup>st</sup>/2<sup>nd</sup>:</b> Wilson/Paganelli  <b>Vote:</b> Approve to Table (4/4)</p>				
<a href="#">157</a>	<a href="#">157: Social Work</a>	Edited	ern67287	9/26/2022
<p><b>Motion to Discuss – 1<sup>st</sup>/2<sup>nd</sup>:</b> Wilson/Paganelli  <b>Discussion:</b> Amy Cappiccie gave a brief description. Just cleaning up admission standards. Removing Stats as a pre-req.  <b>Vote:</b> Approved (4/4)</p>				
<a href="#">149</a>	<a href="#">149: Nursing</a>	Edited	mrv92101	9/26/2022
<p><b>Motion to Discuss – 1<sup>st</sup>/2<sup>nd</sup>:</b> Stone/Wilson  <b>Discussion:</b> Tonya Bragg-Underwood gave a brief explanation. Bringing back a concertation of the master's program.  <b>Vote:</b> Approved (4/4)</p>				
<a href="#">0469</a>	<a href="#">0469: Psychology</a>	Edited	mtt23357	9/28/2022
<p><b>Motion to Discuss – 1<sup>st</sup>/2<sup>nd</sup>:</b> Strunk/Wilson  <b>Discussion:</b> Shake gave a brief explanation. Two changes to the program. Allowed students to select a focus area and its changing to eliminate the focus and letting students pick their electives. Other change is mostly cleanup effort under admission requirements.  <b>Vote:</b> Approved (4/4)</p>				

**Other Business:**

None

**Adjourn at 3:00pm - 1<sup>st</sup>/2<sup>nd</sup> – Wilson/Paganelli**

Respectfully submitted  
GCCC Recorder  
Jessica Steenbergen



**Graduate Council Meeting, October 12, 2022**

Updates from the Associate Provost for Research and Graduate Education  
Ranjit T. Koodali

1. **Graduate Admissions** (Barbara Chaffin, *Admissions Associate*, & Julie Harris, *Graduate Admissions Specialist*)
  - a. The second bi-Term begins Monday October 17.
  - b. The Fall 2022 application will turn off Tuesday, October 25.
2. **Graduate Assistantships** (Renee Purdy, *Budgets & Resources Manager*)
  - a. None
3. **Graduate Enrollment (see attachment)**
  - a. The enrollment data (Excel files) are available at <S:\UNIVERSITY-WIDE-SHARED\Graduate School\Enrollment Data>. Please see data for Oct 1, 2022 later in the document.
4. **Graduate School Events** (Lizzie Doerr, *Office Coordinator* and Samantha Hines, *Research and Graduate Education Outreach Coordinator*)
  - a. **Completed**
    - i. New graduate student orientation, <https://youtu.be/bm2RNRpLpjU>.
    - ii. myIDP workshop, [https://youtu.be/y\\_ls9cfmrBI](https://youtu.be/y_ls9cfmrBI).
    - iii. Graduate Program Coordinator's Information Session, <https://youtu.be/PZzy8n1BHCg>. Please see copy of PowerPoint Slide at the end of this document.
    - iv. Graduate Student Research Grant Workshop, <https://youtu.be/Pe1QV5jMTvg>. Please see copy of PowerPoint Slide at the end of this document.
    - v. Graduate Virtual Recruitment Fair, Tuesday, Oct. 4, 6:00 to 6:30 PM.
  - b. **Scheduled**
    - i. GRE Strategy Workshop, Thursday, Oct. 20, 2:00 to 3:30 PM.
    - ii. GRADLEARN: Recruitment Strategies to Address Today's Challenges, Friday, Oct. 21, 2:00 PM to 3:00 PM.
    - iii. Graduate Virtual Recruitment Fair, Wednesday, Oct. 26, [12:00 to 1:00 PM](#). Share this link with prospective students, [Meeting Registration - Zoom!](#)

- iv. GRADWELL: Building Resilience, Wednesday, Nov. 9, 3:30 PM to 5:00 PM.
- v. Graduate Virtual Recruitment Fair, Thursday, Nov. 17, [5:00 to 6:00 PM](#), Share this link with prospective students, [Meeting Registration - Zoom!](#)

c. **Planning Stages**

- i. WKU Three Minute Thesis Information Session

5. **Graduate Records** (Jamie DeYoung, *Assistant Director of Graduate Operations* and Lisa Meyers, *Graduate Records Specialist*)

- a. Graduate Thesis Guidelines are available at the link, [The Graduate School - Thesis, Specialist Project, Dissertation](#)
- b. There were 201 degrees conferred for summer 2022, with 11 theses/dissertations published.

6. **Graduate School Recruitment** (Dr. Scott Gordon, *Manager, Graduate Recruitment and Retention*)

- a. Recruitment events that Graduate School is participating is listed at <https://www.wku.edu/graduate/recruitment.php>
- b. Please contact Scott Gordon if you would like to set up a virtual fair for your area, review your program's CRM content, or discuss recruitment options.

7. **Graduate School Staffing**

- a. Ms. Lisa Meyers has been advanced to Graduate Records Specialist, effective, October 1, 2022.

8. **Graduate Student Research Grant** (Renee Purdy, *Budgets and Resources Manager*)

- a. Graduate Student Research Grant deadlines for fall and spring terms are the second Tuesday of October and the first Tuesday of February by 11:59 pm. Hence, the deadlines for Fall 2022 and Spring 2023 are October 11 and February 7 respectively.
- b. Recipients of grants have one year to use the funds. All funding accounts will be closed prior to student's graduation.

9. **FYI**

- a. None

Policy Committee Report: Nov. 4, 2022

Members Present: Ann Ferrell, Nicholas Fessler, Richard Schugart, Adam West, and Ray Blankenship  
ex-officio, Dr. Ranjit Koodali, Associate Provost for Research & Graduate Education

The committee met on Friday, October 28<sup>th</sup>, 2022.

The Policy Committee met to discuss changes to the Graduate Council guidelines. We do not have anything for the entire GC to vote on. We did discuss incorporating language similar to the faculty senate in that standing committees for the fall semester would be formed at the last meeting in the spring. This would have all the sum committees prepared to start working at the August meeting.

**Graduate Council Curriculum Committee**  
**Agenda – November 3, 2022, 2:00 PM (CT)**  
**Join Zoom Meeting - <https://wku.zoom.us/j/6075766671>**

**Voting Members:** Aaron Hughey, Andrea Paganelli, Whitley Stone, Dan Strunk

**Advisory Members:** Danita Kelley, Merrall Price, Cate Webb, Jamie DeYoung, Dana Cosby

**Guest:** Dana Cosby (represented 0502: Data Security and Analytics for proponent Ray Blankenship)

**Approval of Minutes, October 6, 2022 – 1<sup>st</sup>/2<sup>nd</sup>:** Hughey/Strunk – **Vote:** Approved

**Announcements:**

None

**Course Administration:**

NA

**Program Administration:**

Graduate Curriculum Committee (1)				
Code	Title	Status	Initiator	Received
<a href="#">0502</a>	<a href="#">0502: Cybersecurity Data Analytics</a>	Edited	ryb41989	10/21/2022
<b>Motion to Discuss – 1<sup>st</sup>/2<sup>nd</sup>:</b> Hughey/Strunk <b>Discussion:</b> The changes were the addition of two concentrations to the program to aid students in finding courses that support their professional interests. Dana Cosby was available for discussion. The graduate school shared comments and adjustments were made to wording through friendly amendment. <i>Friendly Amendment – Change program concentration language to reflect the following “With approval from the Program Coordinator, students may request alternate courses for their program to reflect professional interests.”</i> <b>Vote:</b> Approved (4/4)				

**Other Business:**

None

**Adjourn** at 2:29pm - 1<sup>st</sup>/2<sup>nd</sup> – Hughey/Paganelli

Respectfully submitted  
GCCC Chair  
Andrea Paganelli

# Graduate Council Research Grant Committee

## Minutes – November 4, 2022 (10am CT)

**Voting Members:** Katrina Burch (Chair); Lily Zhuhadar; Marla Zobel

**Discussion:** The Committee met to discuss funding recommendations to bring forth to the Graduate Council from submitted student research and travel grant applications for the October 11<sup>th</sup> call for proposals.

### **Committee Concerns:**

**Travel:** There are no guidelines or criteria with which to review student requests for travel support. In AY 2021-2022, request of travel support was brought to the Committee given funding for travel was now being allocated from the same 'pool' of funds as student research grants. However, we received approximately 2-3 requests.

For the October 11<sup>th</sup> call, we received 38 proposals, 20 of which are requesting travel support only with one proposal requesting both research and travel support. The remaining 17 proposals request research support.

In prior years, funding decisions for graduate student travel were allocated and administered solely through the graduate school, not as a function of the graduate council nor as a function of the Committee.

**Research:** The committee, likewise, has concerns over the quality of the proposals submitted for research support. Many proposals written in jargon that was difficult for the Committee to understand, budget justifications were largely incomplete, among other concerns.

### **Recommendations:**

**Travel:** Because no guidelines or criteria exist to review travel proposals, the Committee feels that it is inappropriate to provide funding recommendations for travel and that all travel decisions should be made via the Graduate School.

If it is the case that the Committee is to continue to review travel requests, we will need guidelines and criteria with which to do so. Suggest creation of ad hoc committee.

**Research:** Establish standard proposal format for all students. Input is needed from all colleges with which to develop guidelines and criteria for reviewing student proposals (focus on quality). Suggest creation of ad hoc committee.

### **Funding Recommendations:**

**Travel Only:** \$9,737 (Total)

**Research Only:** \$19,403.56 (Total)

**Research and Travel:** \$5968.41 (Total)

**Applications Needing Revisions:** 8 (\$11686.50)

## Travel Only Requests

Student	Req. Amount	Score	Recommended Amount	Concerns
Burns, Noah	\$1000	8	\$500	Student is neither first author nor presenting author on presentation. In addition, students unable to clarify the intended use of results or their participation in further scholarly activity.
Fuller, Allie	\$1000	8	\$500	Student is neither first author nor presenting author on presentation. In addition, students unable to clarify the intended use of results or their participation in further scholarly activity.
Garrett, Brilyn	\$1000	8	\$500	Student is neither first author nor presenting author on presentation. In addition, students unable to clarify the intended use of results or their participation in further scholarly activity.
Goodlett, Lauren	\$1000	8	\$500	Student is neither first author nor presenting author on presentation. In addition, students unable to clarify the intended use of results or their participation in further scholarly activity.
Harvey, Mandolyn	\$1000	24	\$500	Student is neither first author nor presenting author on presentation. In addition, students unable to clarify the intended use of results or their participation in further scholarly activity.
Keeton, Krystal	\$1000		\$500	Student is neither first author nor presenting author on presentation. In addition, students unable to clarify the intended use of results or their participation in further scholarly activity.
Manzo, Michael	\$1000	18	\$500	Student is neither first author nor presenting author on presentation. In addition, students unable to clarify the intended use of results or their participation in further scholarly activity.
May, Easton	\$1000	19	\$500	Student is neither first author nor presenting author on presentation. In

				addition, students unable to clarify the intended use of results or their participation in further scholarly activity.
Morton, Jarid	\$737	18	\$737	
Powell, Lindsey	\$1000	23	\$1000	
Ramsey, Emma	\$1000	25	\$500	Student is neither first author nor presenting author on presentation. In addition, students unable to clarify the intended use of results or their participation in further scholarly activity.
Rios, Logan	\$1000	22	\$1000	
Shahid, Shahriar	\$1000	21	\$1000	
Smith, Emily	\$1000	22	\$1000	
Suratt, Corbin	\$1000	8	\$500	Student is neither first author nor presenting author on presentation. In addition, students unable to clarify the intended use of results or their participation in further scholarly activity.
<b>Totals</b>	\$14,737 Requested	XXX	\$9,737 Recommended	

### Research Only Requests

Student	Req. Amount	Avg. Score	Recommended Amount	Concerns
Bowers, Matthew	\$2000	22	\$2000	
Hendrickson, Evyn	\$1888.06	21.5	\$1888.06	The overview of the project discusses screen time for children, but the participants of the survey will be 18+. It is slightly unclear to me how this survey relates to the issues of children having too. Much screen time.
Lawler, Trayson	\$2000	22.5	\$2000	
McDaniel, Adalin	\$1687.50	24	\$1687.50	
Naas, Alexa	\$2000	25	\$2000	
Oguntoyinbo	\$2000	21	\$2000	
Raker, Anna	\$1998	24.5	\$1998	
Wheeler, Lindsey	\$1500	16	\$1500	
Wisenden, Matthew	\$1330	25	\$1330	
Latham, Lori	\$1000		\$1000	
McCollum, Diamonde	\$2000	24	\$2000	

<b>Totals</b>	\$19,403.56 Requested	XXX	\$19,403.56 Recommended	
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#### Research AND Travel Requests

Student	Req. Res. Amount	Req. Travel Amount	Avg. Score	Recommended Amount	Concerns
Canen, Janessa	\$2000	\$1000	23	\$3000	Very strong proposal, but the student is applying for both research funds and conference funding at the same time (total of \$3000). Can students apply for both in the same application?
Raines, Meghan	\$1968.51	\$999.90	22	\$2968.41	
<b>Totals</b>	\$3968.51	\$1999.90		\$5968.41	

#### Travel Requests Needing Revisions

Student	Req. Amount	Avg. Score	Recommended Amount	Concerns
Jones, Olivia	\$1243.72	1	Revision	Student/advisor submitted outdated application forms, requested amount exceeds maximum, requested revision and updated forms on 10/26
Middleton, Gavin	\$995	9	Revision	No budget justification provided
<b>Totals</b>	\$1995			

#### Research Requests Needing Revision

Student	Req. Amount	Avg. Score	Recommended Amount	Concerns
Hasan, Zim Warda	\$1994	18	Revision	Budget justification is incomplete
Maul, Roderick	\$500	17.5	Revision	Research Proposal was not complete
Moskal, Katie	\$1998	24	Revision	Budget justification is incomplete
Ogbebor, Elisha	\$1410	20.5	Revision	Budget justification is incomplete
<b>Totals</b>	\$5902.00			

#### Research/Travel Requests Needing Revision

Student	Req. Amount	Avg. Score	Recommended Amount	Concerns
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Bunch, Garrett	\$789.50	9	Revision	Costs are associated with research not presentation so full proposal is needed. Application incomplete (no signatures)
Lathrop, Niles	\$3000	19.5	Revision	No budget justification provided which details expenses. Requesting \$2000 for research and \$1000 for travel
<b>Totals</b>	\$3789.50			

#### No Funding Recommended

Student	Req. Amount	Avg. Score	Recommended Amount	Concerns
Watson, Jaylyn	\$1000		Not Recommended	Only submitted application from, no supporting documentation provided

## Graduate Council Meeting, November 10, 2022

Updates from the Associate Provost for Research and Graduate Education  
Ranjit T. Koodali

1. **Graduate Admissions** (Barbara Chaffin, *Admissions Associate*, & Julie Harris, *Graduate Admissions Specialist*)
  - a. Fall 2022 graduate application has been shut off for the semester.
  - b. Fall 2022 incomplete graduate applications will be inactivated on Friday, December 9.
  - c. Programs/ Advisors. Please encourage your students to complete the Change of Term Request Form if they need to move their admission term forward.
2. **Graduate Assistantships** (Renee Purdy, *Budgets & Resources Manager*)
  - a. None
3. **Graduate Enrollment (see attachment)**
  - a. The enrollment data (Excel files) are available at <S:\UNIVERSITY-WIDE-SHARED\00 Graduate School\Enrollment Data>. Please see census data Fall 2022 later in the document.
4. **Graduate School Events** (Lizzie Doerr, *Office Coordinator* and Samantha Hines, *Research and Graduate Education Outreach Coordinator*)
  - a. **Upcoming**
    - i. GRADWELL: Building Resilience, Wednesday, Nov. 9, 3:30 PM to 5:00 PM, Share Zoom link, <https://wku.zoom.us/j/98912759065> with graduate students!
    - ii. Graduate Virtual Recruitment Fair, Thursday, Nov. 17, 5:00 to 6:00 PM, Share this link with prospective graduate students, [Meeting Registration - Zoom!](#)
    - iii. WKU Three Minute Thesis Information Session, Monday, Nov. 28, 3:00 to 5:00 PM, Share link with graduate students, [https://wku.zoom.us/j/98886806319!](https://wku.zoom.us/j/98886806319)
    - iv. Graduate Virtual Recruitment Fair for US Military Personnel and Veterans, Tuesday, December 6, 5:00 to 5:30 PM, <https://wku.zoom.us/meeting/register/tJEpcuCgqj0rHde6YGmOxALBP0sP0KbZ3Tn6>
    - v. Graduate Virtual Recruitment Fair, December 8, 9:00 to 10:00 AM, <https://wku.zoom.us/meeting/register/tJAqcOGsqTtoGdOTinSSOPXXBrBi9Ytkz1EN>

**b. Completed**

- i. New graduate student orientation, <https://youtu.be/bm2RNRpLpjU>.
- ii. My Individual Development Plan (myIDP) workshop, [https://youtu.be/y\\_Is9cfmrBI](https://youtu.be/y_Is9cfmrBI).
- iii. Graduate Program Coordinator's Information Session, <https://youtu.be/PZzy8n1BHCg>.
- iv. Graduate Student Research Grant Workshop, <https://youtu.be/Pe1QV5jMTvg>.
- v. Graduate Virtual Recruitment Fair, Tuesday, Oct. 4, 6:00-6:30 PM.
- vi. GRE Strategy Workshop, <https://youtu.be/Y7hfC3tERLg>.  
Please share presentation with students
- vii. GRADLEARN: Recruitment Strategies to Address Today's Challenges, <https://youtu.be/jCGLi9NmXew>  
Please see presentation attached.
- viii. Graduate Virtual Recruitment Fair, Wednesday, Oct. 26, 12:00-1:00 PM.

**5. Graduate Records** (Jamie DeYoung, *Assistant Director of Graduate Operations* and Lisa Meyers, *Graduate Records Specialist*)

- a. End of term processing is beginning. Departments should be completing pre-audits on their students and submitting required documents to update Degree Works audit.
- b. Reminder that when updating grades, please verify grades are being updated for all previous terms to eliminate delays in final audit process.
- c. For students completing this term, Capstone Forms should be submitted by the last day of the term.
- d. Graduate Thesis Guidelines are available at the link, [The Graduate School - Thesis, Specialist Project, Dissertation](#)

**6. Graduate School Recruitment** (Dr. Scott Gordon, *Manager, Graduate Recruitment and Retention*)

- a. Recruitment events that Graduate School is participating is listed at <https://www.wku.edu/graduate/recruitment.php>
- b. Prospective students can set up individual virtual appointments at <https://calendly.com/scott-gordon>
- c. Prospective student contact info from Graduate School info request form was sent to program coordinators on October 19
- d. First of three emails sent to National Name Exchange/Ronald McNair Scholars

- e. Please contact Dr. Scott Gordon if you would like to set up a virtual fair for your area, review your program's CRM content, or discuss recruitment options.

**7. Graduate School Staffing**

- a. Ms. Julie Harris has been advanced to Graduate Admissions Analyst effective Nov. 1, 2022.

**8. Graduate Student Research Grant (Renee Purdy, *Budgets and Resources Manager*)**

- a. None

**9. FYI**

**Joint Undergraduate Masters Program (JUMP)**

1. Graduate Program Coordinator/Director submits "Statement of Intent to Enter the Joint Undergraduate-Masters Program (JUMP) Form with appropriate signatures to Graduate School ([graduate.records@wku.edu](mailto:graduate.records@wku.edu)).
2. Graduate School comes to an informed decision regarding JUMP application and communicates decision to concerned parties.
3. An Undergraduate (UG) student admitted to JUMP is given a JUMP attribute in BANNER by the Graduate School. Such a student still remains classified as UG. Such students are entitled to:
  - a. Take graduate courses and pay undergraduate tuition and count graduate level courses at both the UG and Graduate (GR) levels per applicable Memorandum of Agreements (MOA) and any applicable policies,
  - b. Apply and be eligible for Faculty-Undergraduate Student Engagement (FUSE) grants, and
  - c. Financial Aid (Grants, Loans, and Scholarship etc.) as an UG student.
4. A JUMP UG student who has not completed the baccalaureate degree requirements remains classified as a "UG" in BANNER and is not eligible for:
  - a. Graduate Assistantship and
  - b. Graduate Student Research Grant
5. When a JUMP UG student reaches the maximum graduate hours allowed or if they are in their final session of their baccalaureate degree, they have to formally apply to the Graduate School to be admitted officially as a Graduate student.

6. The Graduate School will verify if a JUMP UG student has completed their baccalaureate degree requirements.

A JUMP UG student who has completed their baccalaureate degree requirements and has been officially admitted by the Graduate School is now classified as "GR" in BANNER. Such JUMP students are eligible for the following benefits, that are not only limited to:

- a. Graduate Assistantship,
- b. Graduate Student Research Grant,
- c. Participation in Three Minute Thesis (3MT) Competition

Notes:

- JUMP UG students who have matriculated as a GR student will no longer be eligible to use FUSE funding.
- JUMP UG students who do not continue with the Master's program will no longer be able to double count their graduate level courses at UG and GR levels. Any GR level courses that counts towards the UG transcript, will not count towards a Master's program.



APPENDIX B  
GRADUATE COUNCIL EXECUTIVE COMMITTEE REPORT



APPENDIX C  
POLICY COMMITTEE REPORT

## **Academic Policy (Revision) (Action)**

Date:

College: Graduate Council

Department: Ad hoc Committee, Graduate Council

Contact Person: Martha Day, Ad hoc Committee, Graduate Council

**1. Policy Name:** Joint Undergraduate-Master's Degree Programs (JUMP) (Graduate Catalog)

**2. Description:** Policy to standardize JUMP program parameters university-wide. A standard policy will align with accreditation expectations from Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) and also ensure the highest quality of both the undergraduate and graduate degree experience.

### **2.1 Existing**

#### **Joint Undergraduate-Master's Degree Programs (JUMP)**

JUMP programs provide academically outstanding students the opportunity to complete both an undergraduate and graduate degree in approximately five years. Qualified students who have been admitted to a JUMP program may complete a maximum of 18 graduate hours as an undergraduate student and count a maximum of 12 hours on both the undergraduate and graduate transcript as prescribed by the program. Students will apply to Graduate School upon or before earning more than 18 graduate hours. Each JUMP program has individualized admission criteria. Search "JUMP" in this catalog for a complete list of programs and contact the academic department for additional information.

### **2.2 Proposed**

#### **Joint Undergraduate-Master's Degree Program (JUMP)**

JUMP provides academically outstanding students the opportunity to complete both an undergraduate and graduate degree in an accelerated time period. Qualified students will apply directly to an individual Joint Undergraduate Master's Program which will make a recommendation to the Graduate School for acceptance to JUMP. JUMP students may complete a maximum of 12 graduate hours as an undergraduate student. For undergraduate candidates pursuing a first baccalaureate degree in combination with a Master's degree, nine graduate hours may be counted on both the undergraduate and graduate transcript as prescribed by the approved program curriculum. For candidates pursuing a combined degree program for a second baccalaureate degree with a Master's degree, the minimum credit hours for the second Bachelor's degree must be 30.

JUMP students should apply for admission to the Graduate School for the corresponding Master's Program upon or before earning 12 graduate hours or upon earning the Bachelor's degree, whichever occurs first. Students who reach the maximum number of 12 graduate hours may continue their Bachelor's degree by taking only undergraduate courses and delaying admission to the graduate school.



Program admission criteria for the Master's degree may be waived for JUMP students at the discretion of individual program Directors and/or Committees.

New JUMP programs require approval from the Undergraduate Council, Graduate Council, and if applicable, Southern Association of Colleges and Schools Commission on Colleges (SACSCOC). It is preferred that the total combined credits be at least 150 credits (120 Bachelor's and 30 Master's) after the shared coursework is counted. Bachelor's-Master's pathways with less than 150 total combined credits may be considered for approval but require justification of the integrity of both the Bachelor's and the Master's degrees.

Each Joint Undergraduate-Master's Degree Program may have more stringent and/or additional eligibility for acceptance and continuance requirements, including for matriculation into the Master's program. These criteria will be published in the undergraduate and/or graduate catalog. However, minimum requirements for admission and continuance in JUMP include:

For JUMP acceptance eligibility:

- A minimum of 60 credit hours earned and lacking no less than 15 credit hours to complete the undergraduate degree
- A minimum of 24 undergraduate hours earned at WKU
- A minimum cumulative undergraduate GPA of 3.25 for individuals earning their first baccalaureate degree
- A minimum cumulative undergraduate GPA of 3.00 for individuals earning their second baccalaureate degree.

For Continuance:

- Continuous enrollment (excluding winter and summer terms)
- Undergraduate JUMP students must maintain a cumulative GPA of 3.0 or higher in graduate courses
- Once admitted to the Graduate School, JUMP students must adhere to the Graduate Academic Standing policy

Failure to meet continuance requirements will result in dismissal from JUMP. Upon dismissal, graduate coursework may not be double-counted. Graduate coursework will be recorded on the graduate transcript only, provided the undergraduate degree has not been awarded previously.

Graduate credits earned through JUMP may only be applied toward one undergraduate and one graduate degree. These credits may not be applied to any additional WKU programs.

Once admitted to the Graduate School, students are classified as graduate students and no longer qualify for undergraduate classification for any purpose, including financial aid. Likewise, students admitted to the Graduate School and have completed their Bachelor's degree requirements are eligible for all graduate student privileges, including graduate assistantships and graduate student research grants.

Once accepted into a particular JUMP program, students may not switch programs. JUMP students at both the undergraduate or graduate level may appeal aspects of this policy to the Graduate School.

**5. Term of implementation: Fall 2023**

**6. Dates of committee approvals:**

Graduate Council Ad hoc Committee	<u>11/8/2022</u>
Graduate Council Policy Committee	<u>11/18/2022</u>
Graduate Council	<u> </u>
Faculty Senate	<u> </u>



APPENDIX D  
GRADUATE CURRICULUM COMMITTEE REPORT

**Graduate Council Curriculum Committee**  
**Minutes – December 1, 2022, 2:00 PM (CT)**  
**Join Zoom Meeting - <https://wku.zoom.us/j/6075766671>**

**Voting Members:** Andrea Paganelli, Catherine Wilson, Whitley Stone, Dan Strunk, Aaron Hughey

**Advisory Members:** Beth Laves, Cate Webb, Dennis George, Jamie DeYoung, Dana Cosby, Ranjit Koodali, Jennifer Hammonds

**Guest:** Monica Burke, Jill Sauerheber, Joanna Melancon

**Approval of Minutes, November 3, 2022 – 1<sup>st</sup>/2<sup>nd</sup>:** Hughey/Stone – **Vote:** Approved

**Announcements:**

None

**Course Administration:**

<b>Graduate Curriculum Committee (3)</b>				
<b>Code</b>	<b>Title</b>	<b>Status</b>	<b>Initiator</b>	<b>Received</b>
<a href="#">BA 596</a>	<a href="#">BA 596: GFCB Graduate Certificate Portfolio</a>	Added	dnm79223	11/21/2022
<p><b>Motion to Discuss – 1<sup>st</sup>/2<sup>nd</sup>:</b> Hughey/Strunk  <b>Discussion:</b> Cosby spoke briefly about the course. No one had questions. Hammonds said it might need to add credits in the future. If that’s the case it will be later.  <b>Vote:</b> Approved (4/4)</p>				
<a href="#">BA 546</a>	<a href="#">BA 546: Sustainable Business Operations Management</a>	Edited	dnm79223	11/21/2022
<p><b>Motion to Discuss – 1<sup>st</sup>/2<sup>nd</sup>:</b> Wilson/Hughey  <b>Discussion:</b> Cosby spoke briefly, adding Management to the title.  <b>Vote:</b> Approved (5/5)</p>				
<a href="#">BA 597</a>	<a href="#">BA 597: MBA Portfolio</a>	Added	dnm79223	11/21/2022
<p><b>Motion to Discuss – 1<sup>st</sup>/2<sup>nd</sup>:</b> Hughey/Wilson  <b>Discussion:</b> Melancon gave briefly description. 0 course credit that might change later. Very similar to the BA-596. Questions about the # of repeats, shouldn’t have any only take once for the major.  <i>Friendly Amendment – Repeatable option - Change Yes to No.</i>  <b>Vote:</b> Approved (5/5)</p>				

**Program Administration:**

Graduate Curriculum Committee (4)				
Code	Title	Status	Initiator	Received
<a href="#">145</a>	<a href="#">145: Student Affairs in Higher Education</a>	Edited	mnc69204	11/1/2022
<p><b>Motion to Discuss – 1<sup>st</sup>/2<sup>nd</sup>:</b> Wilson/Paganelli  <b>Discussion:</b> Burke spoke briefly, reduce the number of hours with the program, helps with recruitment and the budget class needed to be moved to the required section of the course.  <b>Vote:</b> Approved (5/5)</p>				
<a href="/programadmin/359/index.html">/programadmin/359/index.html</a>	<a href="#">: Enterprise Management</a>	Added	dnm79223	11/21/2022
<p><b>Motion to Discuss – 1<sup>st</sup>/2<sup>nd</sup>:</b> Wilson/Strunk  <b>Discussion:</b> Melancon spoke briefly. Adding another certificate for the MBA students. Cosby spoke about the increased demand in the certificate offerings. Targeting working professionals that need this certificate. Laves, asked where the assessment plan is, Cosby is currently working on them and ready before the next stage. Webb asked about the data and support documents; how old are they. Cosby said 2021. Webb, did you find it helpful? Cosby, was helpful with the future jobs.  <b>Vote:</b> Approved (5/5) - Approved  <b>Motion to amend – 1<sup>st</sup>/2<sup>nd</sup>:</b> Wilson/Hughey            Making a friendly amendment  <i>Friendly Amendment – Adding 0 credit course BA-596 to Program Requirements list for the executive decision making.</i>  <b>Vote:</b> Approved (5/5) - Approved</p>				
<a href="#">057</a>	<a href="#">057: Business Administration</a>	Edited	dnm79223	11/22/2022
<p><b>Motion to Discuss – 1<sup>st</sup>/2<sup>nd</sup>:</b> Wilson/Hughey  <b>Discussion:</b> Cosby gave a briefly description. In MBA they are seeing programs that use stackable. Model is important because they are targeting mi-career professionals. Koodali asked about the duplication of courses, just trying to ensure graduate school policies are followed. Cosby said it very much in line with what other colleges are doing. She believes this will be necessary moving forward with current industry needs. She’s asking for the exemption. Koodali talk about the policy has been out since 2020. Cosby was looking and it says 12 hours can be duplicated.            Koodali note – Duplication of coursework – A maximum of 12 hours of graduate course work may be duplicated on one additional graduate degree or certificate at the same level. Duplicated course work must be directly related to the graduate degree or certificate being earned. (Approved by GC 10/17/19).            Much conversation took place regarding the above policy.            Hammonds - Foot note... Students “Should” choose – Needs to be “Must” choose            Laves confirmed with SACSCOC, that stackable certificates are accessible.  <i>Friendly Amendment – Remove from program overview – This program is exempt from the maximum of 12 hours denoted in the Duplication of coursework policy.</i>  <b>Vote:</b> Approved (5/5)</p>				

Graduate Curriculum Committee (4)				
Code	Title	Status	Initiator	Received
<a href="/programadmin/364/index.html">/programadmin/364/index.html</a>	<a href="#">: Executive Decision Making</a>	Added	dnm79223	11/21/2022
<p><b>Motion to Discuss – 1<sup>st</sup>/2<sup>nd</sup>:</b> Hughey/Struck  <b>Discussion:</b> Cosby gave briefly description. It's a combination of courses that build skills for managers. These hours make up the certificate. Wants the requirements for the portfolio.  <i>Friendly Amendment – Adding 0 credit course BA-596 to Program Requirements list for the executive decision making.</i>  <b>Vote:</b> Approved (5/5)</p>				

**Other Business:**

None

**Adjourn** at 3:05pm - 1<sup>st</sup>/2<sup>nd</sup> – Hughey/Paganelli

Respectfully submitted  
GCCC Recorder  
Jessica Steenbergen



APPENDIX E  
STUDENT RESEARCH COMMITTEE REPORT



## Agenda — December 2022

I. Committee Briefings

II. New Business:

Travel Only Requests:

1. Noah Burns, Physical Therapy (Dr. Sonia Young)  
*The Effect of Covid-19 on Dynamic Balance in Young Adults: An Observational Study*  
Requesting \$1000.00; **Recommending \$250.00**
2. Allie Fuller, Physical Therapy (Dr. Sonia Young)  
*The Effect of Covid-19 on Dynamic Balance in Young Adults: An Observational Study*  
Requesting \$1000.00; **Recommending \$250.00**
3. Brilyn Garrett, Physical Therapy (Dr. Sonia Young)  
*The Effect of Covid-19 on Dynamic Balance in Young Adults: An Observational Study*  
Requesting \$1000.00; **Recommending \$250.00**
4. Lauren Goodlett, Physical Therapy (Dr. Kurt Neelly)  
*Exploring the Impact of Interprofessional Education Activities on Graduate Healthcare Students' Interprofessional Collaboration Skills*  
Requesting \$1000.00; **Recommending \$250.00**
5. Mandolyn Harvey, Physical Therapy (Dr. Kurt Neelly)  
*Exploring the Impact of Interprofessional Education Activities on Graduate Healthcare Students' Interprofessional Collaboration Skills*  
Requesting \$1000.00; **Recommending \$250.00**
6. Krystal Keeton, Physical Therapy (Dr. David Bell)  
*Chlorine Gas Poisoning in an Aquatic Exercise Pool: A Case Report*  
Requesting \$1000.00; **Recommending \$250.00**
7. Michael Manzo, Physical Therapy (Dr. David Bell)  
*Chlorine Gas Poisoning in an Aquatic Exercise Pool: A Case Report*  
Requesting \$1000.00; **Recommending \$250.00**
8. Easton May, Physical Therapy (Dr. David Bell)  
*Chlorine Gas Poisoning in an Aquatic Exercise Pool: A Case Report*  
Requesting \$1000.00; **Recommending \$250.00**
9. Emma Ramsey, Physical Therapy (Dr. Kurt Neelly)  
*Exploring the Impact of Interprofessional Education Activities on Graduate Healthcare Students' Interprofessional Collaboration Skills*  
Requesting \$1000.00; **Recommending \$250.00**



10. Corbin Suratt, Physical Therapy (Dr. Sonia Young)  
*The Effect of Covid-19 on Dynamic Balance in Young Adults: An Observational Study*  
Requesting \$1000.00; **Recommending \$250.00**
11. Jarid Morton, Kinesiology Recreation Sport (Dr. Stacey Forsythe)  
*The Impact that Salary Disparity has on Team Performance in the English Premier League*  
Requested \$737.00; **Recommending \$737.00**
12. Lindsey Powell, Social Work (Dr. Austin Griffiths)  
*Healthier Workforce, Healthier Community: An Interdisciplinary Wellness Initiative*  
Requesting \$1000.00; **Recommending \$1000.00**
13. Logan Rios, Psychological Sciences (Dr. Diane Lickenbrock)  
*Examining Reports of Parental Involvement, Marital Satisfaction, and Infant Temperamental Anger from a Multi-Reporter Perspective*  
Requesting \$1000.00; **Recommending \$1000.00**
14. Shahriar Shahid, EEAS (Dr. M. Royhan Gani)  
*Updating the Geological Map of Bangladesh*  
Requesting \$1000.00; **Recommending \$1000.00**
15. Emily Smith, Psychological Sciences (Dr. Matthew Shake)  
*Improvements in Health-Related Quality of Life for Bingocize Clinical Trial Participants*  
Requesting \$1000.00; **Recommending \$1000.00**
16. Gavin Middleton, EEAS (Dr. Nahid Gani)  
*Investigating Subsidence and Groundwater Exploitation in Mega-Urban Environment using Sentinel-1 Data based InSAR Observations*  
Requesting \$995.00; **Recommending \$995.00**

**Total Travel Amount Requested: \$15,732; Recommended: \$8,232.00**

Research Only Requests:

17. Matthew Bowers, Biology (Dr. Bruce Schulte)  
*The Effects of Zai Pit Agriculture and Human-Elephant Conflicts on Food Security in Southern Kenya*  
Requesting \$2,000.00; **Recommending \$2000.00**
18. Eryn Hendrickson, Psychology (Dr. Sarah Bonis)  
*Screen Time: Examining Different Screen-Based Activities*  
Requesting \$1888.06; **Recommending \$1888.06**
19. Trayson Lawler, EEAS (Dr. Jason Polk)  
*Real-Time Predictive Flood Model for Urban Karst Environments*  
Requesting \$2,000.00; **Recommending \$2000.00**
20. Adalin McDaniel, Psychological Sciences (Dr. Katrina Burch)

*The Relationship Between Leadership Communication and Job Satisfaction*  
Requesting \$1687.50; **Recommending \$1687.50**

21. Alexa Naas, Psychology (Dr. Sarah Bonis)  
*Effects of Teen Dating Violence on Young Adulthood*  
Requesting \$2000.00; **Recommending \$2000.00**
22. Oluwatobiloba Oguntoyinbo, Biology (Dr. Ajay Srivastava)  
*The Role of Cathepsin L in MMP Activation During Drosophila Development*  
Requesting \$2000.00; **Recommending \$2000.00**
23. Anna Raker, Psychology (Dr. Christopher Peters)  
*Education and the Insanity Defense*  
Requesting \$1998.00; **Recommending \$1998.00**
24. Lindsey Wheeler, Psychology (Dr. Steven Wininger)  
*Development of a Diagnostic Tool for Anxiety and Performance in Undergraduate Mathematics Students*  
Requesting \$1500.00; **Recommending \$1500.00**
25. Matthew Wisenden, EEAS (Dr. Leslie North)  
*Developing Enhanced Show Cave Tours to Improve Nonfromal Karst Educational Outcomes in Youth*  
Requesting \$1330.00; **Recommending \$1330.00**
26. Lori Latham, History (Dr. Alexander Olson)  
*Finding a Place for Jefferson Davis in Kentucky's Past*  
Requesting \$1000.00; **Recommending \$1000.00**
27. Diamonde McCollum, Psychological Sciences (Dr. Jenni Teeters)  
*The Association of Adverse Childhood Experiences, Adult Attachment Styles, and Alcohol use in Emerging Adulthood*  
Requesting \$2000.00; **Recommending \$2000.00**
28. Zim Warda Hasan, Biology (Dr. Noah Ashley)  
*Determining the Effect of Glucocorticoid Inhibition on Inflammatory Mediators following Sleep Fragmentation*  
Requesting \$1994.00; **Recommending \$1994.00**
29. Katie Moskal, Psychological Sciences (Dr. Jenni Teeters)  
*Exploring the Connections between Craving, Depression, Sleep, and Alcohol Use in College Students*  
Requesting \$2000.14; **Recommending \$2000.14**
30. Elisha Ogbemor, Chemistry (Dr. Eric Conte)  
*Liquid Chromatography Mass Spectrometry (LCMS) Method Development for Determination of Defensins in Bovine Milk*  
Requesting \$1410.00; **Recommending \$1410.00**

**Total Research Amount Requested: \$24,807.70; Recommended: \$24,807.70**

Research & Travel Requests

31. Janessa Canen, Psychological Sciences (Dr. Amy Brausch)  
*Minority Stress through Time: Sexual Minority Stress and Suicide Across Generations*  
Requesting \$3000.00; **Recommending \$3000.00**
  
32. Meghan Raines, EEAS (Dr. Chris Groves)  
*Landscape/Atmosphere Interactions and Carbon Dioxide Dynamics in the Great Onyx Groundwater Basis, Mammoth Cave National Park, Kentucky*  
Requesting \$2968.41; **Recommending \$2968.41**
  
33. Niles Lathrop, Geosciences (Dr. Patricia Kambesis)  
*Analysis of Cave Sediments in Volcanogenic Caves in Northern CA*  
Requesting \$2719.00; **Recommending \$2719.00**

**Total Research & Travel Amount Requested: \$8687.41; Recommended: \$8687.41**

Requests Not Recommended for Funding:

34. Olivia Jones, Communications Sciences & Disorders (Dr. April Murphy)  
*Human Rights Content in Social Work Education: Where are we and where can we go?*  
Requested \$1243.72; **Recommending \$0.00**
  
35. Roderick Maul, Education Leadership (Dr. April Murphy)  
*Cultivating a Sense of Belonging: Investigating African American Students' Experiences at Historically Black Colleges and Universities and Predominantly White Institutions*  
Requesting \$500.00; **Recommending \$0.00**
  
36. Garrett Bunch, Communication (Dr. Angela Jerome)  
*Silence in the Community: Addressing the Spiral of Silence in the Leather Community Before and After the AIDS Epidemic*  
Requesting \$789.50; **Recommending \$0.00**
  
37. Jaylyn Watson, Communication Sciences & Disorders (Dr. Jenny Burton)  
*No Title*  
Requesting \$1000.00; **Recommending \$0.00**



APPENDIX F  
ASSOCIATE PROVOST FOR RESEARCH AND GRADUATE EDUCATION REPORT

**Graduate Council Meeting, December 8, 2022**

Updates from the Associate Provost for Research and Graduate Education  
Ranjit T. Koodali

1. **Graduate Admissions** (Barbara Chaffin, *Admissions Coordinator* and Julie Harris, *Graduate Admissions Analyst*)
  - a. Incomplete Fall 2022 graduate applications will be inactivated Friday, December 9<sup>th</sup>.
  - b. Departments, please encourage students who were admitted for Fall 2022 but did not enroll, to complete the Change of Term Request Form to have their admission term rolled forward. The form is located on our website at [www.wku.edu/graduate/admission/change\\_of\\_term\\_request.php](http://www.wku.edu/graduate/admission/change_of_term_request.php).
  - c. Applicants and/or students wishing to withdraw their graduate applications must submit the Application Withdrawal Request Form. The form is located on our website at <https://www.wku.edu/graduate/admission/withdraw.php>.
  - d. Graduate students who have been admitted and no longer plan to attend WKU may decline their admission by submitting the Decline Admission Request Form. The form is located on our website at [www.wku.edu/graduate/admission/decline.php](http://www.wku.edu/graduate/admission/decline.php).
  
2. **Graduate Assistantships** (Renee Purdy, *Budgets and Resources Manager*)
  - a. None
  
3. **Graduate Enrollment**
  - a. The enrollment data (Excel files) are available at <S:\UNIVERSITY-WIDE-SHARED\00 Graduate School\Enrollment Data>. Please see file, "Graduate Spring Enrollment for Week M7 26NOV22" for latest enrollment report from Institutional Research.
  
4. **Graduate Records** (Jamie DeYoung, *Assistant Director of Graduate Operations* and Lisa Meyers, *Graduate Records Specialist*)
  - a. Graduate Thesis Guidelines are available at the link, [The Graduate School - Thesis, Specialist Project, Dissertation](#).
  - b. Capstone Form submission deadline is December 13<sup>th</sup>.
  - c. Reminder that grade changes for students completing this term should include all previous terms as well. Students with X/IP grades are not eligible for final degree audit.

5. **Graduate School Events** (Lizzie Doerr, *Office Coordinator* and Samantha Hines, *Research and Graduate Education Outreach Coordinator*)
  - a. **Upcoming**
    - i. Spring 2023 New Graduate Student Orientation will be held virtually on Friday, January 13, 10.00 AM-12:00 PM (Central).
    - ii. Three Minute Thesis (3MT) Competition: Thursday, February 23, 2023, 3:00 PM-5:00 PM.
  - b. **Completed**
    - i. New graduate student orientation, <https://youtu.be/bm2RNRpLpjU>.
    - ii. My Individual Development Plan (myIDP) workshop, [https://youtu.be/y\\_ls9cfmrBI](https://youtu.be/y_ls9cfmrBI).
    - iii. Graduate Program Coordinator's Information Session, <https://youtu.be/PZzy8n1BHCg>.
    - iv. Graduate Student Research Grant Workshop, <https://youtu.be/Pe1QV5jMTvg>.
    - v. Graduate Virtual Recruitment Fair, Tuesday, Oct. 4, 6:00-6:30 PM.
    - vi. GRE Strategy Workshop, <https://youtu.be/Y7hfC3tERLg>.
    - vii. GRADLEARN: Recruitment Strategies to Address Today's Challenges, <https://youtu.be/jCGLi9NmXew>.
    - viii. Graduate Virtual Recruitment Fair, Wednesday, Oct. 26, 12:00-1:00 PM.
    - ix. GRADWELL: Building Resilience, Wednesday, Nov. 9, 3:30-5:00 PM.
    - x. Graduate Virtual Recruitment Fair, Thursday, Nov. 17, 5:00-6:00 PM.
    - xi. WKU Three Minute Thesis Information Session, Monday, Nov. 28, 3:00-5:00 PM, <https://youtu.be/v72zXc6FHh8>.
    - xii. Graduate Virtual Recruitment Fair for US Military Personnel and Veterans, Tuesday, Dec. 6, 5:00-5:30 PM.
    - xiii. Graduate Virtual Recruitment Fair, Dec. 8, 9:00-10:00 AM.
6. **Graduate School Recruitment** (Dr. Scott Gordon, *Manager, Graduate Recruitment and Retention*)
  - a. Recruitment events that Graduate School is participating is listed at <https://www.wku.edu/graduate/recruitment.php>.
  - b. Prospective students can set up individual virtual appointments at <https://calendly.com/scott-gordon>.
  - c. Slate recruitment, yield, and conversion campaigns are on-going.

7. **Graduate School Staffing**

- a. Ms. Barbara Chaffin has been advanced to Graduate Admissions Coordinator effective December 1, 2022.

8. **Graduate Student Research Grant** (Renee Purdy, *Budgets and Resources Manager*)

- a. Graduate Research Grants letters are being processed.

9. **FYI**

- a. None