

**Wednesday, November 9, 2005**

**Present:** Dr. Allan, Dr. Box, Dr. Chung, Dr. Frieden, Dr. Jones, Dr. Kuehn, Dr. Leland, Dr. McCallum, Mr. Oliver, Dr. Schwindt, Dr. Ward, Dr. Willard, Dr. Winters, Dr. York

The minutes of the Wednesday, November 9, 2005 meeting were amended and approved.

Dr. Winters moved for approval, Dr. Allan seconded and the motion carried

The following were submitted for approval for Graduate Faculty Recommendation(s):

Randi Polk                                      Modern Languages and Literature

Concerns were voiced regarding Ms. Polk's recommendation. Dr. Box moved to reject the recommendation, Dr. Leland seconded and the motion carried.

The following were approved for Graduate Service Recommendation(s):

Victor J. Miller                                      Communication

Dr. Schwindt moved for approval, Dr. Box seconded and the motion carried.

The following curricular matters were submitted for approval:

Psychology and Counseling M.S. General Psychology/EdS. School Psychology – Program Change.

Psychology and Counseling EdS. Counseling – Program Change

A discussion was held regarding the internship required after the degree has been obtained. Dr. Snyder explained that the system cleans out the students once a degree has been posted and it the student will need to reapply to the EdS program for the internship credits.

Dr. Willard moved for approval, Dr. Jones seconded and the motion carried

PSYCH 808 – Course Revision as changes to the description of the course  
PSYCH 831 – Course Revision as changes to the description of the course  
PSYCH 931 – Course Revision as changes to the description of the course

Dr. Allan moved for approval, Dr. Box seconded and the motion carried

SSLS 820 – Course Revision due to new state requirements

Dr. Allan moved for approval, Dr. Box seconded and the motion carried

EET 840 – Course Revision  
EET 841 – New Course Proposal

Dr. Ward moved for approval, Dr. Schwindt seconded and the motion carried

Dr. Snyder discussed the online audit and stated that the MBA program is almost complete. The departments of Curriculum and Instruction and Special Services and Leadership Studies in the College of Education will be next. An email message after the first 9 – 12 hours of graduate work will be sent to the student if the student has been fully admitted. The candidacy will show all courses available and the advisor will be able to select the ones applying towards the program. The advisor will approve the plan, and then the student will go online and agree to the plan. The candidacy will then be forwarded electronically to the Continuing and Graduate Studies office. Once the student is in the last semester, an email will be sent to them telling them that they need to petition for their degree. The advisor will be asked at that time to review the candidacy and do a second check to make sure that it is correct. The advisor can make changes or substitutions up to the last approval. Currently the Office of Continuing and Graduate Studies is doing candidacy both on paper and in the GUS system to make sure that it is working properly.

The next meeting will be Wednesday, December 7<sup>th</sup> at 3:00 p.m. in the Inaugural Room of the Overman Student Center.

***Note: If you have any corrections, suggestions or comments about the minutes, please contact Haley Dalton at x4218.***

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Haley Dalton, Recording Secretary