

GRADUATE COUNCIL MINUTES
Wednesday, February 11, 2009

Present: Sandy Bauchmoyer, Tom Box, Peter Chung, Shirley Drew, Ann George, Stephen Harmon, David Hurford, Rusty Jones, David Kuehn, Paul McCallum, James Oliver, Melvin Roush, Robert Schwindt, Bipin Shah, James Sours, Jay Van Wyk, Don Ward, Ray Willard, Larry Williamson, Marti York

The minutes of the Wednesday, December 10, 2008 meeting were approved with no corrections.

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

The following was submitted for approval for Graduate Faculty Recommendation:

Xiaolu Wu	Biology
Robert Susnik	Engineering Technology

Dr. Box questioned the terminal degree for Engineering Technology. Dr. Williamson stated that this field does not require a doctorate.

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

The following were submitted for approval for Graduate Service Recommendations:

Renewals and/or have received prior approval for other courses:

Jay Van Wyk	Management and Marketing 09/SP MGMKT*821 Tps: Internship
Patrick Howle	Music 09/SP MUSIC*850 Applied Music
Melissa Green	Special Services and Leadership Studies 09/SP SSLS*741 Skills for the Classroom (Using Technology Resources to Integrate Curriculum)
Margaret Neil	Special Services and Leadership Studies 09/SP SSLS*780 Teaching Secondary Students with Adaptive Learning Needs

New Appointments:

Ryan Bevins	Accounting 09/SP ACCTG*815 Financial Statement Auditing
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SuAnn Grant	Curriculum and Instruction 09/SP CURIN*840 Techniques for Teaching Secondary
Brad Hodson	Management and Marketing 09/SP MGMKT*828 Leadership and Behavioral Management
Gary Benefield	Special Services and Leadership Studies 09/SP SSLS*815 Individuals with Exceptionalities
Cory Gibson	Special Services and Leadership Studies 09/SP SSLS*835 Elementary/Middle School Curriculum SSLS*836 Secondary School Curriculum

Dr. Willard moved to make renewals and new appointments a unit and for approval, Dr. Bauchmoyer seconded and the motion carried.

Curricular Matters:

College of Arts and Sciences:

**TABLED FROM DECEMBER MEETING:
Women's Studies**

Request for Creation of Course: (effective 09/SP)
WOMEN*700 Topics in Women's Studies

Dr. Snyder explained that this request is for seniors or students completing their undergraduate certificate after already completing their undergraduate degree. This course is not intended to be included in any graduate degree programs.

College of Education:

Curriculum and Instruction

Request for Creation of Course and Program Change: (effective 09/SU)
CURIN*836 Positive Classroom Management
CURIN*837 Positive Classroom Instruction
CURIN*838 Expectations, Challenges in Education

Psychology and Counseling

Request for Program Change: (effective 09/SP)
Program: MS in Psychology (General) and Ed.S in School Psychology
Change: Moving courses and decreasing MS from 34 to 32 hours required

Request for Revision of Course: (effective 09/SU)
PSYCH*837 Interventions with Early Childhood Disabilities
PSYCH*783 Legal Issues in Student Support Services

Special Services and Leadership Studies

Request for Creation of Course: (effective 09/SP)
SSLS*893 Practicum in Educational Leadership I – Building Level Administration
SSLS*826 Computer Applications in Advanced Educational Research
SSLS*854 Organizational Theory and Planning
SSLS*859 Change Processes and Professional Development
SSLS*874 Educational Policy Making and Reform

Request for Revision of Course: (effective 09/SP)
SSLS*894 Practicum in Educational Leadership
SSLS*884 Educational Statistics II

College of Technology:

Engineering Technology

Request for Creation of Course: (effective 09/WF)
CMCET*795 Special Topics in Construction Engineering Technology
CMCET*895 Advanced Topics in Construction Engineering Technology

It was noted that the actual courses should be titled as above, not as was titled in the original agenda and on the request forms submitted.

Requesting permission for current graduate programs to be offered at least 50% online as per Higher Learning Commission guidelines:

- MS in Health, Human Performance and Recreation (all emphases)*
- MS in Reading (both emphasis)
- MS in Teaching (ESOL)

Dr. Sours explained that programs going online must now be approved by the HLC.

Dr. Box moved to make all curricular matters a unit and for approval with the amendment to the CMCET course titles, Dr. Schwindt seconded and the motion carried.

Old Business:

None

New Business:

Graduate Council Representation – Dr. Snyder

Dr. Snyder explained she has had inquiries regarding representation on the Council. She explained the current policy of one representative per department offering a graduate degree,

with a second representative for those departments that have more than 25 graduates in the immediate past year. She outlined the two drafts to this policy that she was offering to the Council. With either draft, no department will have more than three representatives. Dr. Jones questioned whether this change would make departments eligible, but not required, to have three representatives on the Council. Dr. Snyder stated it would.

Dr. Willard moved to accept draft #2, Dr. Ward seconded and the motion carried.

Changing Course Grades – Dr. Snyder

Dr. Snyder added this item to the agenda. She explained that she has had several requests to change a grade after the fact because the student has now completed more work for the course. She would like to draft a policy regarding this issue that includes a timeline for grade changes and states that grade changes cannot be made unless it is due to a miscalculation on the instructors part and is caught within the timeline that is set. She questioned whether the Council thought a timeline of thirty days was sufficient. Dr. Sours stated that was a fair amount of time to contest the grade but not necessary resolve the issue. Dr. Willard stated that the policy needs to include that a grade of Incomplete should be assigned if more work is to be completed and if there is an error in calculation, this must be documented by the instructor. Dr. Snyder stated she will also include the issue of retaking a course in which an Incomplete grade has rolled to an F in the policy.

The next meeting will be Wednesday, March 11, 2009 at 3:00 p.m.
in the Inaugural Room of the Overman Student Center.