

GRADUATE COUNCIL MINUTES
December 12, 2006

The Graduate Council met Tuesday, December 12, 2006, in the MSC Boardroom at 2:00 p.m. with Dean Allan D. Headley presiding. Members present were: Dr. Hasan Coskun, Dr. Sue Espinoza, Dr. Harry Fullwood, Dr. John Hanners, Dr. Cynthia Harr, Dr. Ben Jang, Dr. Jeff Kopachena, Mr. David Mickelson, Dr. Derek Royal, Dr. Mary Beth Sampson, and Ms. Adena Young. Members absent were: Dr. Chris Myers, Dr. Chester Robinson, Dr. Steven Shwiff, Dr. Janet Walker and Dr. Dayle Yeager. Dr. Jon Travis, Assistant Dean of Graduate Studies & Research was also in attendance.

The minutes from the last Graduate Council, November 14, 2006, were approved.

REPORT FROM COMMITTEE ON ADMINISTRATION

Dr. Jeff Kopachena presented the committee report on three requests to change departmental admissions criteria. The request from Health & Human Performance requested the following criteria for full admission to a master's degree program: admission to the Graduate School; scores on verbal and quantitative sections of GRE; successful completion of undergraduate foundation courses specific to selected graduate program; and two letters of reference from sources acquainted with applicant's academic capabilities. Probationary status can be granted by a consensus of the department's graduate faculty; deficiencies must be removed by the end of the second semester of enrollment.

The Department of Chemistry requested the following criteria for their majors: admission to the Graduate School; academic transcripts from all colleges and universities attended; two letters of reference; personal statement about achievements, career goals, and interest in A&M-Commerce; GRE scores (general and chemistry); and TOEFL for students whose native language is not English.

New criteria requested by Psychology and Special Education for the MA or MS in Psychology with an emphasis in School Psychology are as follows: admission to the Graduate School; GPA of at least 3.00 on bachelor's degree and/or 3.5 on completed graduate courses; GRE scores for quantitative, verbal, and analytical/writing sections; three letters of recommendation; and a brief essay to include biographical statement, statement of training and experience working with diverse populations, research experience and interest, how program will meet training interests and goals, and professional goals and aspirations for the future.

The motion to accept the new requirements made by Dr. Kopachena was seconded by Dr. Sampson and approved by the Council.

REPORT FROM COMMITTEE ON CURRICULUM

Dr. Hanners discussed the electronic curriculum change process and encouraged Council members to review requests and to offer their suggestions to the committee. Some curriculum changes are now available for review, and more will be added. The committee will present their report to the Council at the February 13th meeting. Some things to look for are: replication of courses and course inflation.

Dr. Hanners presented a request from the Department of Sociology and Criminal Justice for a new graduate certificate program in *Criminal Justice Management*. This is the first graduate certificate program since the request for implementation of the new procedure. Dr. Hanners made the motion to approve the Criminal Justice Management Graduate Certificate program which was seconded by Dr. Fullwood. Approval of the Council was unanimous.

REPORT FROM COMMITTEE ON FACULTY, RESEARCH & INSTRUCTION

Dr. Espinoza presented the committee report on changes to the procedure, 11.04.99.R0.28, Awarding Graduate Experiential Credit. The committee recommended adding a statement that *the combination of transfer credit and graduate experiential credit cannot exceed one-third of the credit required for the master's degree with a maximum of twelve semester hours*. Dr. Fullwood made the motion to accept with a second by Dr. Royal. The Council unanimously approved the change.

Discussion Items

A request to review the practice within the departments when the major advisor of a thesis or dissertation leaves the institution, but continues as chair for his/her advisees. Dr. Travis led a discussion on the subject. Some comments and suggestions were:

1. A new committee chair should be appointed as a co-chair with the previous chair.
2. Need policy or well-constructed concept.
3. Student may want chair to continue because of his/her reputation and name recognition.
4. Timing of completion of the thesis/dissertation may affect the decision.
5. If the faculty member continues as chair, co-chair or a member, he/she will need to request temporary graduate faculty status.

Dr. Headley will charge the appropriate Committee to review the issue and to submit a recommendation to the Council.

Another discussion item concerned the use of the IELTS or other English proficiency exams as a substitute to the TOEFL exams now required for international students. The need for a good validity study and equivalency tables for the exam was expressed.

Next Meeting: February 13, 2007, 3:00 p.m.

ADJOURNMENT

The Council adjourned at 2:55 p.m.

Louise Skinner
Secretary to the Graduate Council