

School of Graduate Studies

Graduate Council Minutes

February 18, 2010

UC Missouriana Room 8:30am

Members Present: Janzow, presiding; Athinarayanan, Bertrand, Branscum, Dickson, Dow, Gunn, Heischmidt, Jackson, Judd, Kiehne, Koch, Roberts, Taylor, Vanpool, Zen.
Visitor: Dr. Ward.

Dean's Report:

- Graduate enrollment is up significantly.

Academic Standards Committee Report (Taylor):

- The committee drafted a policy regarding 3-year international degrees. Of main concern was fairness in the admission process and the viability of a student being allowed to appeal the decision based on experience. The committee will develop a more specific policy for approval in the March meeting.

Assessment Committee Report (Judd): No Report

Curriculum Committee Report (Branscum):

The committee presented the following Graduate Certification Program Policy Recommendation and Council **approved as amended:** (Jackson/Taylor)

1. Admissions criteria
 - Bachelor Degree
 - GPA 2.5
 - Application to Graduate School/Department with intent to pursue a certificate program
 - Current graduate students will need to contact the Graduate School/Department about pursuing a certificate program
2. Certificate credit hours: 15 to 21 hours
3. Cumulative g.p.a. requirement for completion of certificate: 3.0
4. No credit from undergraduate coursework will be counted toward the certificate, including 500-level courses taken for undergraduate credit and 400-level courses dually listed as 600-level courses
5. The certificate program must be completed within four years
6. Certificate programs will be initiated by academic departments and processed through the regular curriculum approval procedures
7. Substitute courses will be addressed on a case-by-case basis within each department.

8. Up to six (6) graduate credit hours with a grade of 'B' or higher may be transferred from another institution to a certificate with departmental approval.
9. Certificate programs will be transcribed by Southeast MO State University
10. Certificate programs may be available to non-degree seeking students
11. Practicum and internships can be incorporated into the certificate program
12. Each department offering certificate programs will determine a faculty coordinator (case-by-case or permanent)

A statement will be included with this policy to indicate that the policy refers to certificates internal to the university, not to certification or licensure by an external agency or organization.

Action Items approved:

- Minutes of January 21, 2010 (by consensus)
- Post-Master's Graduate Certificate-Family Nurse Practitioner (Taylor/Judd)
- Course Revisions: (Jackson/Roberts)
 - CP610 Counseling Orientation and Ethics
 - CP611 Developmental Theories
 - CP612 Counseling Theories
 - CP613 Social and Cultural Counseling
 - CP614 Counseling Skills
 - CP615 Career Counseling
 - CP616 Group Counseling
 - CP617 Assessment in Counseling
 - CP630 Foundations of School Counseling
 - CP640 Mental Health Counseling
 - CP643 Psychodiagnostics and Treatment
 - CP645 Marriage and Family Counseling
 - CP680 Counseling Practicum
 - CP682 Internship – Elementary
 - CP683 Internship – Secondary
 - CP684 Internship – School
 - CP686-7 Internship – Mental Health

Discussion Item:

- There was a lengthy discussion about graduate syllabi and the approval process. Concerns were that minor changes should only be handled at the departmental level and major changes brought forward to the full Council for approval. It was suggested that the document that is approved be flexible to reflect minor changes such as use of newer textbooks. The Curriculum Committee was asked to develop a set of guidelines for syllabi by March's meeting.

Information Item:

- Courses approved via electronic vote:
 - EV691-3 Environmental Science Research (Dept. changed numbers as EV671-3 have already been used.)
 - EV681-3 Environmental Science Internship
 - EV674 Readings in Environmental Science (Dept. changed number and no longer wants to offer 686.)
 - EV697-9 Thesis (Dept. changed numbers)
(Dept. no longer wants to offer EV688)

Meeting adjourned at 10:25 am