

**Approved on: March 25, 2021**

**Members:**

Present: Brandhorst, Cho, Crocker, Deken, Fluegge, Glackin, Hollerbach, Jones, Koch, Kodish, McFerron, Miller (proxy for Hinkle), Nicholls, Schneider, Timlin, Wang, Ward, Wash (GA),

Guests: George Yancey, Mario Garcia, Vicky McAlister

Absent: Copeland

**A. Minutes**

1. January 21, 2021

Motion by Glackin, second by Deken, to approve the distributed minutes with edits from Barbara Glackin from the January 21, 2021 Graduate Council meeting minutes. Motion passed.

**B. Reports:**

1. Vice Provost & Dean of Graduate Studies
2. Curriculum Subcommittee (members for 2020-2021 year are: Crocker, Schneider, Hollerbach)
3. Academic Standards Subcommittee (members for 2020-2021 year are: Ward, Deken, Nicholls, Wang)
4. Thesis Review Subcommittee (members for 2020-2021 year are: Copeland, Timlin, Fluegge, Brandhorst)
5. Summer Research/Creative Activity Grant Subcommittee (will fill in the spring semester when we are closer to the implementation).

**C. Action Items:**

**1. College of Education, Health & Human Studies**

- a. Psychology and Counseling Department (George Yancey)
  - 1) M.A. program in Industrial Organizational (IO) Psychology - program revision
  - 2) PY564 - *Research & Practice in I-O & Social Psychology* – termination of course

George Yancey explained the program revisions. Discussion followed. The new course PY575 CAD and syllabus in library review.

Motion by Glackin, second by Ward, to consider and approve the deletion of PY564. Motion passed.

Motion by Ward, second by Brandhorst, to consider and approve the program changes.

Motion amended by Schneider, second by Nicholls to table this action item until the CAD and syllabus for new course PY575 is received and the program change will be considered at a later date. Motion passed.

**2. College of Business and Computing**

- a. Computer Science Department (Mario Garcia)
  - 1) Revisions to MS in Cyber Security Curriculum - program change

- i. CY530 Computer Network Security and Defense – new course
- ii. CY622 Ethical Hacking – new course
- iii. CY501 Introduction to Cybersecurity – revision of description and pre-reqs
- iv. CY620 Advanced Computer Forensics: revision of title and description

Mario Garcia explained the program revisions. Discussion followed.

Motion by Glackin, second by Nicholls, to consider and approve the MS in Cyber Security program changes and the new and revised courses as a group. Motion passed.

### **3. College of Humanities and Social Sciences**

- a. History and Anthropology Department (Vicky McAlister)
  - 1) Revisions to MA in Public History Historic Preservation option

Vicky McAlister explained the program revisions. Discussion followed.

Motion by Deken, second by Nicholls, to consider and approve program changes. Motion passed.

### **4. College of Science, Technology, Engineering & Mathematics**

- none

#### **D. Recommendation for Graduate Faculty Status:**

- none

#### **F. Discussion:**

1. Discussed new curriculum form.
  - Standardizing to help review process for all committees.
2. Faculty Qualifications – update on request for information from departments
  - Doug discussed the request that will go out to departments next week to capture qualifications of faculty for each program. At the next Graduate Council meeting, March 18, 2021 we will review these qualifications for Graduate faculty status.
  - Please read the faculty handbook to review current standards. Clarifying the qualifications for this status will help the council and departments understand what is required.
  - Glacken suggested a table to help explain the differences with summary from faculty handbook and this will be the starting point for our discussion about faculty qualifications. This will be sent to the council members.
3. Appeals Process - Would like the Academic Standards Subcommittee to begin investigating and schedule time to meet to discuss.
  - Doug explained current process. We do not have a defined formal process of the appeal process for example a standard letter and where should the letter be sent.
  - Doug asked the Academic committee to provide workflow and guidance for this process.
  - We will schedule time to meet to create a draft process for the council to review/move forward.
4. Thesis Manual - Would like the Thesis Review Subcommittee to begin developing a plan and guide. Want to schedule a time for that group to meet and any additional grad council members that would like to volunteer to work on.
  - We have mixed feedback from coordinators about a manual. They did not want one generic manual or one form. For example, it should integrate submitting a Thesis to the library. Fluegge

mentioned, we do not have the plagiarism check and we need a solution. Also do the students get to see the template they are scored. We send the reader comments, but updates to the template are needed.

- Want the subcommittee to review the current review process, emphasize to programs that the thesis should be in final form when it gets to that stage.
  - Added Barbara *Glackin, Library and Jennifer Weiss with the Writing Center to the committee*
5. *Add zoom and one drive links to calendar invite.*
  6. Graduate program prioritization. Barbara indicated the library review can be initiated at any point.
  7. New CACD process will be sent to the Library after approved by the department and their review will happen concurrently with other steps in the curriculum process. The library review will need to be completed when presented to academic council.

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**Next Meeting of Graduate Council: March 25, 2021 - 8:30 a.m. – Zoom**

**Deadline for Agenda Items: March 12, 2021**  
**Please submit agenda items to [viceprovost@semo.edu](mailto:viceprovost@semo.edu)**

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- **Adjourn 9:23am**