

Minutes approved on: November 19, 2020

Members:

Present: Brandhorst, Copeland, Crocker, Glackin, Hollerbach, Koch, McFerron, Schneider, Timlin, Wang, Ward, Kodish, Deken, Nicholls, Fluegge

Guests: Joel Ramdial, Phil Crawford, Kevin Dickson, Nathan Bullock

Absent: Cho, Hinkle

A. Minutes from April 16, 2020

Motion by Glackin, second by Ward, to approve the distributed minutes from the April 16, 2020 Graduate Council meeting.

Revisions were suggested by Glackin and adopted. Motion was approved unanimously.

B. Reports:

1. Vice Provost & Dean of Graduate Studies
2. Curriculum Subcommittee - none
3. Academic Standards Subcommittee - none
4. Thesis Review Subcommittee - we receive approximately 20 in the Spring and 10 in the Summer.
5. Summer Research/Creative Activity Grant Subcommittee- two submissions in summer, tabled because they had travel involved did not bring to committee

C. Action Items:

1. College of Education, Health & Human Studies

a. FN600 *Advanced Application of Medical Nutrition Therapy*

- i. Part of new Program: Master of Science in Applied Nutrition
- ii. Revision 4 credit hour to 3 credit hours
- iii. Co-requisites updated to: FN607 Food Science, Agriculture, and Technology, FN610 Strategic Management of Food Service Operations (Explanation: clarify cohort requirements)

Ramdial explained the proposal. Discussion followed. Motion by Schneider, second by Copeland, to consider and approve the course revisions. Motion passed.

b. FN607 *Food Science, Agriculture, and Technology*

- i. New course
- ii. Course number originally documented was FN605, but this is number has already been used.

- iii. Pre-requisites updated to FN611 Foundations in Dietetics Practice and FN615 Culinary Nutrition, or permission of program directors. (Explanation: Course numbers changed)
- iv. Co-requisites updated to: FN600 Advanced Application of Medical Nutrition Therapy, FN610 Strategic Management of Food Service Operations (Explanation: clarify cohort requirements)

Ramdial explained the proposal. Discussion followed. Motion by Glackin, second by Schneider, to consider and approve the new course. Motion passed.

c. FN610 *Strategic Management of Food Service*

- i. Revision
- ii. Pre-requisites updated to FN607 Food Science, Agriculture, and Technology, FN611 Foundations in Dietetics Practice and FN615 Culinary Nutrition, or permission of program directors. (Explanation: Course number of FN607 changed).
- iii. Co-requisites updated to: FN600 Advanced Application of Medical Nutrition Therapy, FN607 Food Science, Agriculture, and Technology (Explanation: clarify cohort requirements).

Schneider explained the proposal. Discussion followed. Motion by Schneider, second by Deken, to consider and approve the course revisions. Motion passed.

d. Elementary, Early and Special Education: Master of Arts in Teaching

- i. Program revision: EL646 replaces EL644 in program
- ii. EL644 – title change and updated content to align with 2017 International Literacy Standards not in program anymore. Not being removed from department
- iii. EL646 – title change and updated content to align with 2017 International Literacy Standards

Copeland explained the proposal. Discussion followed. Motion by Glackin, second by Ward, to consider and approve the program revisions. Motion passed.

e. Kinesiology, Nutrition and Recreation

- i. New Program: Master of Science in Applied Nutrition
 - 1. Courses submitted in 2020 and approved, with three pending courses to be approved by Grad Council on 9.17.20

Ramdial explained the proposal. Discussion followed. Motion by, Copeland, second by Glackin, to consider and approve the new program. Motion passed.

f. Kinesiology, Nutrition and Recreation

- i. New Program: Master of Science in Athletic Training
 - 1. Courses submitted in 2020 and approved

Schneider explained the proposal. Discussion followed. Motion by, Schneider second by Deken, to consider and approve the new program. Based on discussion it will involve looking into some of the details of the accelerated program option and ensuring it falls within our guidelines at the institution. Motion passed.

2. College of Humanities and Social Sciences

none

3. College of Business and Computing

a. HA560 *International Healthcare Administration*

i. New Course undergraduate and graduate

Fluegge explained the proposal. Discussion followed. Motion by, Nicholls second by Crocker, to consider and approve the new course. Motion passed.

b. HA556 *Topics in Healthcare Administration*

i. New Course undergraduate and graduate

Fluegge explained the proposal. Discussion followed. Motion by Nicholls second by Copeland, to consider and approve the new course. Motion passed.

c. MI556. *Topics in Management Information Systems*

i. New Course undergraduate and graduate

Fluegge explained the proposal. Discussion followed. Motion by Nicholls second by Copeland, to consider and approve the new course. Motion passed.

4. College of Science, Technology, Engineering & Mathematics

a. CH465 and CH665 *Chemical Crystallography*

i. New Course

Phil Crawford explained the proposal. Discussion followed. Motion by Deken, second by Copeland, to consider and approve the new course. Motion passed.

b. CH511 *Fundamental of Physical Inorganic Chemistry* – Revision of Course

i. Course revision: Title, Description, Content, CLOs, Credit Hours

Phil Crawford explained the proposal. Discussion followed. Motion by, Deken second by Copeland, to consider and approve the new course. Motion passed.

D. Recommendation for Graduate Faculty Status:

Original Motion by Schneider, second by Ward to consider as a group and approve for Graduate faculty status all those recommended. The council discussed the required qualifications for faculty who did not have terminal degrees. The work experience, licensure, professional development, and credit hours within the disciplines were considered in the decision of determining whether or not faculty met the required qualifications.

Discussion: need to document the process for each department per HCL criteria, this council must review each faculty member that has reached the five-year mark of graduate faculty status. The council determined they need more documentation for Terri Smith regarding qualification to teach project management.

The motion was amended to remove T. Smith from the group being approved until the committee receives more data for T. Smith. Motion passed. The Council supported appointment of graduate faculty status of the following faculty:

Faculty Name	Department	Type	Approved
Andrew Siebert	Psychology and Counseling	Regular	x
Christopher Bradley	Criminal Justice, Social Work, and Sociology	Regular	x
Katherine Knaup	Psychology and Counseling	Adjunct	x
Gina Koch	Nursing	Regular	x
Joshua Shadwick	Criminal Justice, Social Work, and Sociology	Regular	x
Songyon Shin	Criminal Justice, Social Work, and Sociology	Regular	x
Edward Crowley	Management	Regular	x
Robert Lowe	Computer Science - CV does not list Southeast as a place to work	Regular	x
Yvonne Randolph	Management - relevant work history and masters okay	Regular	x
Terri Smith	Computer Science - need more data about related experience. A motion to request additional info by Deken seconded by Copeland vote 12 aye 1 abstain	Adjunct	Need more data
Rebecca Lohmann	Accounting, Economics and Finance	Associate	x
Jack Winstead	Accounting, Economics and Finance	Regular	x

F. Subcommittee appointments:

1. Curriculum Subcommittee – members for 2020-2021 year are: Crocker, Schnieder, Hollerbach
2. Academic Standards Subcommittee - members for 2020-2021 year are: Ward, Deken, Nicholls, Wang
3. Thesis Review Subcommittee: members for 2020-2021 year are: Copeland, Timlin, Fluegge, Brandhorst
4. Summer Research/Creative Activity Grant Subcommittee: will fill in the spring semester when we are closer to the implementation.

G. Informational Items:

1. College of Education, Health & Human Studies

- a. TX683 - Clinical Experience in Athletic Training V
 - i. This new course did not go through 10-day review even though it was approved by the Graduate Council on 3/26/20, it has been posted Covered without any discussion

H. Discussion:

1. Curriculum agenda items will now be sent to viceprovost@semo.edu
2. We are currently working on a “workflow” process for the CACD/CAD form
3. Items to address this academic year
 - a. Bulletin review and updates - tabled until next meeting
 - b. Appeal process - tabled until next meeting

- c. Thesis manual/process - tabled until next meeting
- d. GR603 - tabled until next meeting
- e. Program assessment – outcomes and measures - - tabled until next meeting
- f. Allowable credit hours for a second master's degree. Different credit hour requirement for a second master's degree. 9 for second, 12 for accelerated degrees. This will be an action item for next meeting.

Next Meeting of Graduate Council: October 15, 2020 - 8:30 a.m. – Zoom

Deadline for Agenda Items: October 2, 2020

Please submit agenda items to viceprovost@semo.edu

Meeting adjourned @ 10:32am

A motion was made to adjourn the meeting by Decken, seconded by Nicholls.