

**Approved on: January 21, 2021**

**Members:**

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

Guests: Min Zou, Kevin Dickson, David Yaskewich, Courtney Kisat

Absent:

**A. Minutes**

1. September 17, 2020 - Tabled
2. October 15, 2020

Motion by Glackin, second by Deken, to move the September 17, 2020 minutes off the table and as an action item. Motioned passed.

Motion by Copeland, second by Nicholls, to approve the distributed minutes from the September 17, 2020 Graduate Council meeting minutes. Motion passed.

Motion by Nicholls, second by Copeland, to approve the distributed minutes from the October 15, 2020 Graduate Council meeting. Motion passed.

**B. Reports:**

1. Vice Provost & Dean of Graduate Studies = Koch gave an update. Reach out to the Vice Provost office before submitting new submissions. Needs to be reviewed before added to the agenda because we are in program prioritization.
2. Curriculum Subcommittee = none
3. Academic Standards Subcommittee = none
4. Thesis Review Subcommittee = receiving and return them by Monday.
5. Summer Research/Creative Activity Grant Subcommittee = none

**C. Action Items:**

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

a) Department of Kinesiology Nutrition Recreation (Kyle Schneider)

i) FN607 Food Science & Technology

1. Course revision: title change

- From: *Food Science, Agriculture, and Technology*
- To: *Food Science & Technology*

Kyle Schneider explained the title was challenged in the 10-day review. Both departments agreed to the updated title change. Discussion followed.

Motion by Schneider, second by Nicholls, to consider and approve the course with the title revision. Motion passed.

- Dept. of Elementary, Early and Special Education (Min Zou)
  - CE 614 *Family School Partnerships*
    - Updated content for a syllabus over 5 years old.
    - In CE 614, the syllabus was changed to reflect the University approved format. The Conceptual Framework, COE standards were removed. No other changes were necessary.
  - CE 634 *Assessing Young Children's Learning and Development*
    - Updated content and assessment because syllabus is over 5 years old.
    - In CE 634, the syllabus was changed to reflect the University approved format. The Conceptual Framework, COE standards were removed. No other changes were necessary.
- ii) EL 606 *Curriculum Construction (Elementary)*
  1. Updated content for a syllabus over 5 years old and course title change.
  2. Course Objectives: Revised most of the objectives and removed the one regarding National Board Standards.
  3. Course Learning Outcome: Changed from "Student Learning Outcomes".
  4. Alignment: Added Course Objectives and SPA Standards Alignment, aligning course objectives with MO Teaching Standards and Quality Indicators.
  5. Textbook: Changed to a new textbook.
  6. Student Evaluation: Removed "Exams" and replaced "An action research project" with "Thematic Unit Project."
  7. No "Knowledge Base".
  8. Course title change:
    - (a) From: *Curriculum Construction (Elementary)*
    - (b) To: *Curriculum and Instruction for Elementary Schools*
- iii) EX 555 *Introduction to Autism Spectrum Disorder*
  1. Updated content for a syllabus over 5 years old.
  2. Adjusted hours for topic.
  3. Moving from Student Learning Outcomes to Course Learning Outcomes.
  4. Inclusion of Course Content and alignment to Missouri Teaching Standards, CEC, and Assessment.
  5. Submitted on new template.
  6. Update in textbook.
- iv) EX 556 *Communication Interventions & Strategies for Individuals with Autism Spectrum Disorder*
  1. Updated content for a syllabus over 5 years old.
  2. Moving from MoStep Standards to Missouri Learning Standards.
  3. Removal of alignment with Conceptual Frameworks.
  4. Submitted on new template.
  5. Moving from Student Learning Outcomes to Course Learning Outcomes
  6. Change in textbook.

- v) EX 557 *Behavior Management & Interventions for Individuals with Autism Spectrum Disorder*
  - 1. Updated content for a syllabus over 5 years old.
  - 2. Moving from MoStep Standards to Missouri Learning Standards.
  - 3. Removal of alignment with Conceptual Frameworks.
  - 4. Submitted on new template.
  - 5. Inclusion of Course learning Outcomes.
  - 6. Update in textbook.
- vi) EX 559 *Clinical Practicum*
  - 1. Updated content for a syllabus over 5 years old.
  - 2. Moving from MoStep Standards to Missouri Learning Standards.
  - 3. Removal of alignment with Conceptual Frameworks.
  - 4. Submitted on new template.
  - 5. Inclusion of Course learning Outcomes.
- vii) EX 602 *Language Acquisition of the Child with Exceptional Learning Needs*
  - 1. Moving from MoStep Standards to Missouri Learning Standards.
  - 2. Removal of alignment with Conceptual Frameworks.
  - 3. Submitted on new template.
  - 4. Inclusion of Course learning Outcomes.
  - 5. Course title changed
    - From: *Language Acquisition of the Child with Exceptional Learning Needs*
    - To: *Language Acquisition of the Child with Exceptionalities*

Min Zou explained the proposal and updates for each course. Discussion followed. Motion by Schneider, second by Deken, to consider all courses in one block and approve the revisions.

Motion amended by Schneider, second by Copeland to table until the CADs are corrected and returned to council for review. Motion passed.

## 2. College of Business and Computing

- a) MBA GMAT Waiver Qualifications (Gillian Nicholls)

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

- b) Department of Management (Kevin Dickson)
  - i. ER531 *Creative Problem Solving in Business*

- 1. Course revision: title change
  - a. From: *Imagination, Creativity, and Innovation*
  - b. To: *Creative Problem Solving in Business*

Kevin Dickson explained the proposal and title change. Discussion followed.

Motion by Nicholls, second by Deken, to move this off the table for consideration action item. Motioned passed.

Motion by Nicholls, second by Deken, to consider and approve the course with the title revision. Motion passed.

- c) Department of Accounting, Economics and Finance (David Yaskewich)

i. AC555 *Forensic Accounting Analytics*

1. New course

David Yaskewich explained the proposal. Discussion followed. Motion by Nicholls, second by Deken, to consider and approve the new course. Motion passed.

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

a) Department of History and Anthropology (Courtney Kisat)

i) US524 *Rural American Society and Culture*

1. Course revision: title change

- From: *Rural America: 1800 to Present*
- To: *Rural American Society and Culture*

Courtney Kisat explained the proposal. Discussion followed. Motion by Deken, second by Nicholls, to consider and approve the revisions. Motion passed.

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

a. none

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

Motion by Ward, second by Copeland to consider applicants as a group. The council discussed the required qualifications for faculty. The work experience, licensure, professional development, and credit hours within the disciplines were considered in the decision of determining whether faculty meet the required qualifications.

Motion amended by Ward, second by Copeland to approve the appointment of graduate faculty status as a group with the exception of Breeding and Washington back to the department for more information. Motion passed.

- Discussion about signatures not on forms. We are using a new process/form signatures will be time stamped in the database.
- Graduate Council would like clarification from departments regarding overall requirements for graduate faculty to teach. Doug will reach out to departments about their programs.
- Need clarification from departments regarding Breeding and Washington.
  - More data about the continuing education and how they apply to the degree.
  - Departments should indicate why they want regular vs. associate status.

Faculty Name	Department	Type	status
Andrew Johnson	Psychology and Counseling	Adjunct	Approved
Kimberly K. Louie	Communication Studies and Modern Languages	Regular	Approved
Kelley A. Fritz	Biology	Regular	Approved
Lucas J. Kirschman	Biology	Associate	Approved
Karen Breeding	Communication Disorders	Regular	need clarification from Department

Samantha Washington	Communication Disorders	Regular	need clarification from Department
Sandy Smith	Elementary, Early, & Special Education	Regular	Approved
Julie Twidwell	Nursing	Regular	Approved

**E. Informational Items:**

1. **College of Education, Health & Human Studies**
  - a. **None**
2. **College of Education, Health & Human Studies**
  - a. **None**
3. **College of Business and Computing**
  - a. **none**
4. **College of Science, Technology, Engineering & Mathematics**
  - a. **none**

**F. Discussion:**

1. Curriculum agenda items will now be sent to viceprovost@semo.edu
2. Faculty Graduate Status Recommendation – new form to use  
<https://app.smartsheet.com/b/form/41529a6178be4c189b7a7201473b25fe>
3. Program approval form and the new CAD - pilot this online form soon - library will receive submissions concurrently.
4. Items to address this academic year
  - i. Bulletin review and updates - no updates
  - ii. Appeal process – Plan to begin review of current process late this semester and into early spring. Academic standards subcommittee would be appropriate to begin review and recommendations.
  - iii. Thesis manual/process - meetings with coordinators to discuss creating clear instructions for students and readers.
  - iv. GR603 – TA’s attend this a week before school starts. Doug suggested we consider options such as 0 credit /self-paced /asynchronous course or maybe a 1-hour course. Comment was made that one our would not benefit most programs because courses are 3 hours. Doug discussed with graduate coordinators during his meetings. Council members are to discuss with departments.
  - v. Program assessment – outcomes and measures need to be documented - no discussion/updates.
  - vi. Nicholls asked if we can take the motion of allowing 12 credit hours count towards a second masters to Academic Council. Doug will verify and add to the agenda.

**Next Meeting of Graduate Council: January 21, 2021 - 8:30 a.m. – Zoom**

**Deadline for Agenda Items: January 8, 2020**  
**Please submit agenda items to viceprovost@semo.edu**

**Meeting adjourned @ 10:00am**

