

## Academic Council Minutes October 19, 2011

The Academic Council met Wednesday, October 19, 2011, in Dillard 189. Voting members in attendance were:

Dr. Matthew Capps, Dean, West College of Education  
Mr. Kyle Christian, President, Student Government Association, substituting for  
Ms. Holly Allsup, SGA Vice-President  
Dr. Ron Fischli, Dean, Lamar D. Fain College of Fine Arts  
Dr. Patti Hamilton, Interim Dean, College of Health Sciences and Human Services  
Dr. Barb Nemecek, Dean, Dillard College of Business Administration  
Dr. Jane Owen, Interim Dean, Graduate School  
Dr. Kathleen Roberts, Faculty Senate Vice President  
Dr. Sam Watson, Dean, Prothro-Yeager College of Humanities and Social Sciences

Voting members not in attendance:

Dr. Rodney Cate, Interim Dean, College of Science and Mathematics

Other attendees:

Dr. Robert Clark, Vice President for Administration and Institutional Effectiveness  
Dr. Mark Farris, Director, Honors Program  
Ms. Darla English, Registrar  
Dr. Clara Latham, University Librarian  
Dr. Pamela Morgan, Associate Vice President for Outreach and Engagement  
Mr. Matthew Park, Staff Senate Representative  
Ms. Leah Vineyard, Assistant Director, Admissions, substituting for  
Ms. Barb Merkle, Director, Admissions  
Dr. Larry Williams, Director, International Programs

Dr. Alisa White, Provost and Vice President for Academic Affairs, presided and the meeting began at 2:04 p.m.

### **Approval of Minutes**

Dr. White called for a motion to approve the minutes of the September 2011 Academic Council meeting. *Dr. Fischli made a motion that the minutes be adopted; Dr. Hamilton seconded and the motion was unanimously adopted. (closed)*

### **Old Business**

There being no Old Business to discuss, the Council moved on to New Business.

### **New Business**

1. Dr. White presented the changing the name of International Education to International Programs. She asked Dr. Larry Williams to explain the proposed name change and give an update on his program. Dr. Williams reported that by changing their name to International Programs, it would help eliminate confusion between his program and International Services which is for international students who come from abroad and

attend MSU. International Programs is for our students who wish to study abroad where we currently offer programs in London, France, and Spain.

Dr. Williams stated that the program is working on ways to expand their consortium with other universities and countries. His office is also the point of contact for exchange program proposals.

Normally by this time in the semester, MSU has around four students who have signed up for the London Study Abroad Summer Program. He currently has forty-two students signed up for summer 2012.

His office is also working on developing and implementing short-term language programs in Spain, hopefully beginning in 2013.

2. Dr. Owen presented the following policy changes to streamline the approval process for graduate program coordinators. Dr. Capps made a motion to adopt the proposed policy changes; *Dr. Hamilton seconded and the motion was adopted (closed).*

Policy 2.31  
President's Office  
ADMINISTRATION SELECTION PROCESS  
Date Adopted/Most Recent Revision: 11/06/2009

C. Provost and Vice President for Academic Affairs

~~8. Graduate Program Coordinators~~

~~Each dean will nominate Graduate Program Coordinators needed for the programs in that college. The nomination is subject to approval by the Provost and Vice President for Academic Affairs and the President and should be made in consultation with the faculty who teach in that program. (This will be moved to 2.333, under E. Dean of the Graduate School)~~

Policy 2.333 Provost and Vice President for Academic Affairs  
ORGANIZATION – PROVOST AND VICE PRESIDENT FOR ACADEMIC AFFAIRS  
Date Adopted/Most Recent Revision: 05/15/2009

E. Dean of the Graduate School

2. Responsibilities

The Dean of the Graduate School is responsible for the overall operation of graduate programs and sponsored programs. Specific duties/responsibilities of the dean include but are not limited to:

a. Supervision and Coordination

3. Supervising the staff of the Graduate Office including the Assistant to the Dean and the Graduate Recruiter; ensuring that personnel policies are appropriately applied and that fair practices are used and documented

**ii. Approval of Graduate Program Coordinators: Each dean will nominate Graduate Program Coordinators needed for the programs in that college. The nomination is subject to approval by the Graduate Dean and should be made in consultation with the faculty who teach in that program.**

iii. Chairing the Graduate Council and implementing its policies and decisions, including the nomination, approval, and appointment of graduate faculty

iv. Working with Graduate Program Coordinators, Department Chairs, and Deans to coordinate recruiting initiatives, assemble a diverse pool of qualified applicants for graduate programs, and demonstrate a service-oriented philosophy

v. Awarding final approval or disapproval of graduate theses, exhibitions, or dissertations

vi. Chairing the University Research Committee; working with its members to solicit and evaluate faculty research and developmental-leave proposals

~~vii. Chairing the Teaching and Learning Resource Center Committee; working with its members to promote faculty interaction, experimentation, innovation, and creativity in their efforts to ensure effective teaching~~

viii. Directing the Office of Sponsored Programs and, in that capacity, coordinating the university's pre- and post-award support of grants and contracts

ix. Serving as the university's designated representative to the Texas Higher Education Coordinating Board and, in that capacity, submitting reports to the THECB concerning the research productivity of MSU faculty

#### G. Graduate Coordinators

##### 1. Duties

Graduate coordinators are appointed as academic administrative assistants for selected graduate programs. They are full-time faculty members who serve as administrative assistants to deans or department chairs.

##### 4. Appointment and Teaching Load

The appointment of graduate coordinators will be based upon demonstrated administrative need specific to the academic program. ~~The Provost and Vice President for Academic Affairs and the President~~ The Graduate Dean will approve all such appointments. Coordinators may be given load credits of up to three (3) hours per semester for administrative duties. Additional load credit for coordinators may be requested by the dean of the college in justifiable cases.

5. Dr. Watson made a motion to adopt the undergraduate course and catalog changes in Philosophy; *Dr. Fischli seconded and the motion was unanimously adopted (closed).*

### PROPOSAL TO CHANGE MINOR REQUIREMENTS, effective Spring 2012

#### REQUIREMENTS FOR A MINOR IN PHILOSOPHY (18 semester hours)

~~Philosophy 1033, 2033, 2233, and nine additional semester hours of which six must be advanced.~~

Philosophy 1033, Philosophy 2033, three hours of coursework in the history of philosophy (2233, 2633, 3233, or 3333), and nine additional semester hours of which six must be advanced.

RATIONALE: At present all philosophy minors must complete PHIL 1033 (Primary Concerns of Philosophy), PHIL 2033 (Ethics), and PHIL 2233 (Classical Philosophy) in addition to 3 electives. The purpose of the three required courses is to instill basic familiarity with the history of philosophy as well as philosophical topics and methodologies more generally. However, unlike PHIL 1033 and 2033, which are service courses that are offered every semester, PHIL 2233 is currently only offered on a 1 ½ to 2 year rotation. Consequently, students interested in graduating on time have found it difficult to satisfy this requirement. The proposal is to change the requirement from PHIL 2233 to 3 hours in *any* course in the history of philosophy (classical, contemporary, early modern, or nineteenth-century), as there is generally at least one of these courses on offer every semester. This will meet the same goal as PHIL 2233 basic familiarity with the history of philosophy—without retarding students' progress toward timely graduation.

6. Dr. White presented the following proposed changes in Biology for Dr. Cate who was unable to attend the meeting. *Dr Hamilton made a motion to adopt the course and catalog change; Dr. Fischli seconded, and discussion ensued.* Due to questions being asked about the approving authority for the Independent Study, the motion to adopt was put on hold until answers could be provided by Dr. Cate.

October 25, 2011: Dr. Cate provided answers to the approval process and the revised proposed course and catalog changes in Biology were sent to the Academic Council for an electronic vote. *By an electronic vote, the motion was adopted (closed).*

### **Biology**

Change of course prerequisites, effective Spring 2012

BIOL 4911, 4912, 4913. Independent Study in Biology

From Prerequisite: ~~A major in the Department of Biology and consent of the college dean.~~

~~To: An approved written proposal must be submitted prior to registration.~~

To: A written proposal must be approved by the department chair prior to registration.

BIOL 5911, 5912, 5913. Independent Study in Biology

From:

~~To: An approved written proposal must be submitted prior to registration.~~

To: A written proposal must be approved by the department chair prior to registration.

7. Dr. Fischli made a motion to adopt the undergraduate course and catalog changes in Mechanical Engineering; *Dr. Capps seconded and the motion was unanimously adopted (closed).*

### **Mechanical Engineering**

Change of course number and lecture/lab hours, effective Fall 2012

MENG ~~1133~~ 1132. Engineering Graphics

Lecture ~~3(3-0)~~ 2(2-0)

MENG ~~3222~~ 3233. Mechanisms

Lecture ~~2(2-0)~~ 3(3-0)

### **Additional Information**

- Dr. White introduced Mr. Kyle Christian, Student Government Association President, who was substituting for Ms. Holly Allsup, SGA Vice President. She asked Mr. Christian if there was anything he wished to relay to the Council regarding the SGA. Mr. Christian thanked Dr. White and reported that the SGA is currently working to expand their community service programs, especially during Spring Break. They are also very interested in and support the idea of earlier dates being opened for registration.
- Dr. White reported on information requested by committee members at the last Academic Council.

- Room reservations for on-line courses: Linda Knox in the Registrar Office will schedule classroom space by order of (1) on-campus courses, (2) hybrid courses, (3) internet courses that meet on campus. Fully on-line courses, thesis, clinical, and independent study courses will not be assigned classroom space. If a faculty member does need a room for any of these courses to meet, they will need to contact Ms. Knox to schedule a classroom.
- 30 hour requirement required for a second baccalaureate degree: Dr. White is still researching this item and will provide information when she has completed her research.

### **Adjournment**

There being no other business, the meeting was adjourned at 2:35 p.m.

Respectfully submitted,

Deb Schulte, Assistant to the Provost