

Academic Council Minutes

November 19, 2014

Midwestern State University

The Academic Council met Wednesday, November 19, 2014, in the Dillard College of Business Administration, Priddy Conference Room.

Voting members in attendance were:

Dr. Martin Camacho, Dean, Lamar D. Fain College of Fine Arts
Dr. Matthew Capps, Dean, West College of Education
Dr. Rodney Cate, Interim Dean, College of Science and Mathematics
Dr. Laura Fidelie, Faculty Senate Vice-Chair
Dr. Deborah Garrison, Associate Vice President for Academic Affairs and Dean of the Graduate School
Dr. James Johnston, Dean, Gunn College of Health Sciences and Human Services
Dr. Terry Patton, Dean, Dillard College of Business Administration
Ms. Roylyka Roache, Student Government Association Vice President
Dr. Sam Watson, Dean, Prothro-Yeager College of Humanities and Social Sciences

Other attendees:

Ms. Leah Hickman, Interim Director, Admissions
Ms. Darla English, Registrar
Dr. Clara Latham, University Librarian
Ms. Juliana Lehman-Felts, Coordinator, Honors Program
Dr. Larry Williams, Director of International Programs
Mr. Newman Wong, Staff Senate Representative
Dr. Julie Wood, Chair of the Core Curriculum Committee

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

Approval of Minutes

Dr. Stewart called for a motion to approve the October 2014 minutes of the Academic Council. *Dr. Capps made a motion that the minutes be adopted; Dr. Garrison 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. Wood presented the following information from the Core Curriculum Committee.
Dr. Capps made a motion to adopt the following undergraduate core curriculum options.
Dr. Watson seconded; and the motion was adopted. (closed)

The Core Curriculum Committee recommends the following courses for inclusion in the Midwestern State University 42-hour core:

FCA Language, Philosophy, & Culture and CAO Undergraduate Inquiry & Creativity

- COUN 2143 Human Diversity

FCA Communication

- ENGL 2203 Introduction to Professional Writing

FCA Language, Philosophy, & Culture

- ENGL 2423 World Literature
- ENGL 2813 Survey of English Literature
- ENGL 2823 Survey of English Literature

CAO Cultural & Global Understanding

- INTS 2503 Introduction to Global Studies

CAO Undergraduate Inquiry & Creativity

- MWSU 2003 Creative Inquiry: Interdisciplinary Thinking
- SOCL 1143 Sociological Inquiry
- THEA 2103 Playwrights & Scientists: Interesting Bedfellows

2. Dr. Wood presented the following proposal from the Core Curriculum Committee.
Dr. Watson made a motion to adopt the following undergraduate core curriculum proposal.
Dr. Capps seconded; and the motion was adopted. (closed)

Removal of SOCL 1133 Introductory Sociology as a course option under the CAO Undergraduate Inquiry and Creativity.

3. Dr. Wood presented the following proposal from the Core Curriculum Committee (CCC).
Dr. Capps made a motion to adopt the following undergraduate core curriculum recommendation. *Dr. Garrison seconded; and the motion was adopted. (closed)*

The CCC recommends the following structure for the FCA Communication:

Communication (6 hours)

3 hours One common course focused on academic research and writing (required).

MSU courses include:

ENGL 1103 Introduction to Communication

SPCH 1103 Introduction to Communication

ENGL 1123 Rhetoric & Composition
 ENGL 1143 Academic Research & Writing

3 hours One course selected from the following:
 ENGL 1153 Intro to Reading & Writing about Literature
 ENGL 2123 Rhetoric, Visuals & Infographics
 ENGL 2203 Introduction to Professional Writing
 MCOM 1243 Media Writing & Reporting
 MCOM 2403 Social Media
 SPCH 1133 Fundamentals of Speech Communication
 SPCH 2423 Interpersonal Communication
 THEA 1233 Voice for Theatre

Note for items 1-3: If approved by the Academic Council, the recommendation would be submitted to the Administrative Council and the Board of Regents for their approval. If approved by these parties, the courses would be submitted to the Texas Higher Education Coordinating Board for review and approval.

4. Dr. Patton made a motion to adopt the following undergraduate course addition for the British Studies Program. *Dr. Garrison seconded; and the motion was adopted. (closed)*

New Course Addition, effective Summer 2015

BUAD 4706. International Business Ethics

Prerequisites: Junior standing or above or consent of the chair

Description: This course examines the complexity of ethical decision making in international business resulting from different cultural influences. This course is taught in London during summer II as part of the MSU International Studies Program. Students will receive 6 hours credit for successful completion of this course. One half of the earned grade in this class is determined from a research paper.

Lecture 6(6-0)

Course Objectives and/or additional information:

- 1. To examine the cultural influences on ethical decision making.**
- 2. To better understand the complexity of ethical decision making in the global business environment.**

***Course is being offered primarily for students from McNeese State University.**

5. Dr. Patton made a motion to adopt the following Management undergraduate course and catalog changes for Management. *Dr. Johnston seconded; and the motion was adopted. (closed)*

Change of Prerequisites, effective Summer 2015

MGMT 4783. Entrepreneurial Planning

From: Prerequisite(s): MGMT 3783 , MKTG 3723 , FINC 3733 , and consent of Director, Munir Abdul Lalani Center for Entrepreneurship and Free Enterprise.

To: Prerequisite(s): **MGMT 3783 and consent of Director, Munir Abdul Lalani**

Center for Entrepreneurship and Free Enterprise.

MGMT 4793. Entrepreneurial Consulting

From: Prerequisite(s): MGMT 3783 , MKTG 3723 , FINC 3733 , and consent of Director, Munir Abdul Lalani Center for Entrepreneurship and Free Enterprise.

To: Prerequisite(s): **MGMT 3783 and consent of Director, Munir Abdul Lalani Center for Entrepreneurship and Free Enterprise.**

6. Dr. Camacho made a motion to adopt the following new undergraduate course and catalog addition for Theatre. *Dr. Johnston seconded; and the motion was adopted. (closed)*

New Course Addition, effective Fall 2015

THEA 2103. Playwrights & Scientists: Interesting Bedfellows

Description: An examination of scientists as portrayed by playwrights throughout history; the course includes a basis in script analysis, appreciation of the art form of playwriting with a writing emphasis.

Lecture 3(3-0)

Course Objectives and/or additional information:

- **Learn about a series of scientists from a range of fields (biology, psychology, medicine, etc.) and a number of historical eras**
- **Learn about a number of playwrights who wrote dramatic works (playscripts) about said scientists**
- **Read and critically analyze a number of dramatic works (playscripts) with special attention to the commentary on the scientist, the science, the period of the origin of the script and the period in which the scientist lived**
- **Discuss the ethical consequences of fictionalizing the lives of historical figures through the art of playwriting**

7. Dr. Johnston made a motion to adopt the following Dental Hygiene undergraduate course and catalog changes. *Dr. Fidelie seconded; and the motion was adopted. (closed)*

Undergraduate Catalog Changes, effective Fall 2014

Under Additional Requirements

~~Prior to enrollment in DNHY 3114—Clinical Practice I, the student must provide documentation of~~

- ~~1. An eye examination within the preceding six months.~~

~~Prior to enrollment in DNHY 3005—Clinical Practice II, the student must provide documentation of the following requirements. These requirements will be discussed with the student during Clinical Practice I.~~

- ~~1. Program approved student liability insurance.~~
- ~~2. Completion of physical examination.~~

- ~~3. Health insurance.~~
- ~~4. State and program mandated immunizations.~~

Students **MUST** provide documentation of the following prior to October 1st of the first semester in which they are in the dental hygiene program.

1. An eye examination within the preceding six months.
 2. Health insurance
 3. Documentation of state and program mandated immunizations (See Dental Hygiene website for documentation criteria)
8. Dr. Johnston made a motion to adopt the following Social Work addition to the undergraduate course and catalog. *Dr. Capps seconded; and the motion was adopted. (closed)*

New Course Addition, effective Fall 2015

SOWK 3603. International Social Work

Prerequisite: Formal admission to BSW program

Description: This course will examine the need for international social work, given the global context and concerns. The course will also examine four perspectives, namely, global perspective, human rights perspective, ecological perspective and social development perspective, which are crucial for international social work practice. Students will explore how the processes of colonization and neocolonialism have subjected some countries to imposed development. Attention will be paid to the key roles being played by international social work organizations, such as, International Federation of Social Workers (IFSW), and International Association of Schools of Social Work (IASSW). Students will also explore the strategies followed by the Global South in dealing with poverty, conflict, forced migration, AIDS, child labor and many other social problems.

Lecture 3 (3-0)

Course Objectives and/or additional information:

Upon completion of the course, students will be able to

1. Explain the significance of international social work, past and present.
2. Examine the implications of globalization for international social work practice, with particular attention to the roles of World Bank (WB), International Monetary Fund (IMF), United Nations Universal Declaration of Human Rights, and United Nations Convention on the Rights of the Child.
3. Understand the intervention strategies of government and non-government organizations in dealing with social problems.
4. Analyze the forms of oppression and discrimination and engage in practices that advance social economic justice.
5. Utilize the perspectives for international social work practice both at the local level and at the international level.
6. Demonstrate a beginning competence in researching a need or a problem within a selected country, analyzing its impact, and formulating interventions related to identified outcomes.

9. Dr. Watson made a motion to adopt the following History additions and changes to the undergraduate course and catalog. *Dr. Fidelie seconded; and the motion was adopted. (closed)*

New Course Addition, effective Fall 2015

HIST 2003. Australia and the World

Description: A traditional history of Australia, its place in the world, and its relationships with the British Empire, the United States, Greater Asia, and other international entities. Major themes consider Australia's place in the global community, European and Aboriginal relations, the Outback in a global economy, and the Wild West in Australian popular culture.

Lecture 3(3-0)

Course Objectives and/or additional information:

- Identify and critique historical and contemporary interpretations and analyses of social issues and human behavior in the history of Australia.
- Identify and appreciate differences and commonalities between Australian culture and its various international associates such as Great Britain, the United States, and various Asian nations.
- Demonstrate knowledge of the global influence on the origins and evolution of Australian and Aboriginal societies, cultural institutions, political systems, and economic policies and practices
- Understand and be able to cogently discuss major trends and themes in Australian history and how evolving international relationships enhance understandings of contemporary Australian experiences.

New Course Addition, effective Fall 2014

GEOG 3043 Texas Geography

Description: A regional and topical survey of Texas including the physical environment, economic activities, and cultural features of the state.

Lecture 3(3-0)

Course Objectives and/or additional information:

Students will define the geographic boundaries of Texas; identify and differentiate geographic regions; recognize physical phenomenon and physical regions; identify significant historic and cultural locations; identify and elaborate on major cultural groups and their relative locations; interpret the state's cultural landscape; discuss the state's human geography in demographic terms as well as where people live and work including major metropolitan areas; and recognize the organization of the modern state including transportation networks and the state's economy.

Change of Course Number and Course Title, effective Fall 2015

~~GEOG 3023 Cultural Geography~~ **2023 Introduction to World Cultural Geography**

10. Dr. Watson made a motion to adopt the following undergraduate course and catalog changes to Philosophy. *Dr. Johnston seconded; and the motion was adopted. (closed)*

New Course Addition, effective Fall 2015

PHIL 2103 Health Care Ethics

Prerequisite: ENGL 1123

Description: This course provides an introduction to contemporary biomedical and clinical health care ethics through sustained exploration, analysis, and discussion of a wide array of ethical issues. Topics to be addressed include, but are not limited to, end of life issues, experimentation on human subjects, confidentiality, informed consent, ownership of bodily tissues, cloning and genetic engineering, and justice in health care.

Lecture 3(3-0)

Course Objectives and/or additional information:

- To help students learn and understand the basic issues of health care ethics from both a theoretical and clinical experience
- To help students gain familiarity with various important theories in health care ethics
- To help students develop their skills in critically interpreting and analyzing texts
- To help students develop their skills in identifying and evaluating arguments as well as in formulating arguments of their own
- To help students improve their ability to read and write clearly and critically
- To help students appreciate the relevance of philosophical discourse in public and private life and to gain a greater understanding of their personal philosophical commitments

11. Dr. Watson made a motion to adopt the following Political Science undergraduate course and catalog changes. *Dr. Capps seconded; and the motion was adopted. (closed)*

Catalog Change to Political Science B.A. Degree Requirements, effective Fall 2015

Major – 30 semester hours

POLS 1333 American Government	3
POLS 1433 American Government	3
POLS 2523 Foundations of Government and Politics	3
POLS 3213 Research Methods	3

3 hours from

POLS 3343 Introduction to Political Theory	3
POLS 4153 Quantitative Methods	3
POLS 4543. Feminist Political Theory	3
POLS 4553 Twentieth Century Political Thought	3

12. Dr. Watson made a motion to adopt the following Sociology change to the undergraduate course and catalog. *Dr. Capps seconded; and the motion was adopted. (closed)*

Change of Course Prerequisite, effective Spring 2015

SOCL 3633. Research Methods

Prerequisites: ~~PSYC 3314~~, 9 hours of sociology, or consent of instructor

13. Dr. Stewart, on behalf of Dr. Rincón-Zachary, Director of Undergraduate Research, presented a proposal for a new interdisciplinary course. Dr. Garrison made a motion to adopt the course. *Dr. Capps seconded; and the motion was adopted. (closed)*

New Course Addition, effective Fall 2015

MWSU 2003. Creative Inquiry: Interdisciplinary Thinking

Description: This course is an introduction to inter- and cross-disciplinary academic research. Students will learn what research is and what it is not, to differentiate among various research types, and will then write a research proposal on a topic approved by the instructor. Since this course is interdisciplinary, students from different disciplines across the campus will be expected to participate. The primary objective of this course is to form a learning community in which all students and the instructor learn, inquire, discover, draw expertise, and get ideas from each other. Emphasis will be placed on effective communication of ideas among all participants.

Lecture 3(3-0)

Course Objectives and/or additional information:

- To understand the nature of authentic research
- To understand multiple approaches to research and creative activities
- To formulate good research questions
- To refine critical thinking skills
- To assess evidence and interpret data to come to appropriate conclusions
- To write a research/creative activity proposal

14. Dr. Capps made a motion to adopt the following Teacher Certification degree plan and undergraduate course and catalog changes. *Dr. Cate seconded; and the motion was adopted. (closed)*

Degree Planning Pages Changes, effective Fall 2015, pending approval by the THECB

Early Childhood – Grade 6

Under Creative Arts (choose 1)

Remove ART 1413 or MUSC 1033

Replace with THEA 1503

Under CAO Undergraduate Inquiry and Creativity

Remove SOCL 1133 Introduction to Sociology

Replace with COUN 2143 Human Diversity

Under Content (35 hours)

Change to 38 hours

After MUSC 3813 Foundations of Music or

Remove or

Under Other Requirements (6 hours)

Change to 3 hours

Remove COUN 2143 Human Diversity

4-8 English/Language Arts and Reading

Under CAO Undergraduate Inquiry and Creativity

Remove ENGL 2123 Rhetoric of Visuals and Infographics

Replace with COUN 2143 Human Diversity

Under Block A:

Remove READ 4203 Developmental Reading and READ 4213 Reading

Language/Arts

Add EDUC 4063 Teaching Methods in Social Studies

Under Block B:

Remove READ 4273 Content Reading

Replace with READ 4203 Developmental Reading

Add READ 4213 Reading Language Arts

Under Teaching Field (Major) (30 hours)

Remove ENGL (3 hours 3000 or 4000 level)

Replace with ENGL 2123 Rhetoric of Visuals and Infographics

Other Requirements (6 hours)

Remove COUN 2143 Human Diversity

Replace with READ 4273 Content Reading (concurrent or after Block B)

4-8 Mathematics

Under CAO Undergraduate Inquiry and Creativity

Remove SOCL 1133 Introduction to Sociology

Replace with COUN 2143 Human Diversity

Under Teaching Field (Major) (30 hours)

Change to 33 hours

Add Additional 3 hour Content Course

Under Other Requirements (19 hours)

Change to 16 hours

Remove COUN 2143 Human Diversity

4-8 Science

Under Communication

Remove ENGL 2613 Survey of American Literature I

Replace with COUN 2143 Human Diversity

Under Block B:

Remove READ 4273 Content Reading

Replace with READ 4213 Reading Language Arts

Under Other Requirements (6 hours)

Remove COUN 2143 Human Diversity

Replace with READ 4273 Content Reading (concurrent or after Block B)

4-8 Social Studies

Under CAO Undergraduate Inquiry and Creativity

Remove SOCL 1133 Introduction to Sociology

Replace with COUN 2143 Human Diversity

Under Block B:

Remove READ 4273 Content Reading
 Replace with READ 4213 Reading Language Arts
 Under Other Requirements (6 hours)
 Remove COUN 2143 Human Diversity
 Replace with READ 4273 Content Reading (concurrent or after Block B)

7-12 Mathematics

Under CAO Undergraduate Inquiry and Creativity
 Remove SOCL 1133 Introduction to Sociology
 Replace with COUN 2143 Human Diversity
 Under Other Requirements (18 hours)
 Remove COUN 2143 Human Diversity
 Replace with CMPS 1053 Computer Science II

7-12 Composite Science

Under Language Philosophy and Culture
 Add COUN 2143 Human Diversity
 Under Teaching Field (Major) (44 hours)
 Change to 47hours
 Add PHYS 1533 Descriptive Astronomy
 Under Other Requirements (11 hours)
 Change to 8 hours
 Remove COUN 2143 Human Diversity

7-12 Life Sciences

Under Language Philosophy and Culture
 Add COUN 2143 Human Diversity
 Under Teaching Field (Major) (35 hours)
 Change to 38 hours
 Add BIOL 3113 Biogeography
 Under Other Requirements (6 hours)
 Change to 3 hours
 Remove COUN 2143 Human Diversity

BS All-Level Physical Education

Under CAO Undergraduate Inquiry and Creativity
 Remove SCIE 2013
 Replace with COUN 2143 Human Diversity
 Under Other Requirements (6 hours)
 Change to 3 hours
 Delete COUN 2143 Human Diversity
 Under Teaching Field (Major) (24 Hours)
 Change to 27 hours
 Add 3 hours from KNES 3323 Coaching Theory, KNES 3353 Officiating, or
 KNES 4033 Sports Psychology

BA All-Level Physical Education
 Under CAO Undergraduate Inquiry and Creativity
 Remove Option XXX3
 Replace with COUN 2143 Human Diversity
 Under Other Requirements (6 hours)
 Change to 3 hours
 Delete COUN 2143 Human Diversity
 Under Teaching Field (Major) (24 Hours)
 Change to 27 hours
 Add 3 hours from KNES 3323 Coaching Theory, KNES 3353 Officiating, or
 KNES 4033 Sports Psychology

Bilingual Early Childhood – Grade 6
 Under CAO Undergraduate Inquiry and Creativity
 Remove SOCL 1133 Introduction to Sociology
 Replace with COUN 2143 Human Diversity
 Under Content (35 hours)
 Change to 38 hours
 Add SOCT 3003 Concepts of Social Studies
 Under Other Requirements (6 hours)
 Change to 3 hours
 Remove COUN 2143 Human Diversity

Special Education Early Childhood – Grade 6
 Under CAO Undergraduate Inquiry and Creativity
 Remove SOCL 1133 Introduction to Sociology
 Replace with COUN 2143 Human Diversity
 Under Other Requirements (6 hours)
 Remove COUN 2143 Human Diversity
 Replace with ECED 3173 ESL Methods and Materials

15. Dr. Garrison made a motion to adopt the following changes to Policy 3.147, Graduate Faculty Requirements. *Dr. Fidelie seconded; and the motion was adopted. (closed)*

3.147 Provost and Vice President for Academic Affairs
 GRADUATE FACULTY REQUIREMENTS AND PROCEDURES
 Date Adopted/Most Recent Revision: 44/06/2009 **To be determined**

A. General

Graduate faculty members are expected to establish and maintain a record of scholarly productivity, teaching excellence, and exemplary individual work with graduate students. **The accomplishments of faculty who are teaching in the graduate programs at MSU are reviewed regularly to evaluate the effectiveness of each faculty member in accord with published criteria, regardless of contractual or tenured status (SACSCOC 3.72).** Evidence of such faculty performance should be included in the graduate faculty member's annual personnel report **as well as on the faculty member's curriculum vitae (CV).** For those holding graduate faculty status, the faculty member's performance as a member of the graduate faculty is evaluated by the faculty member, department chair and dean during annual performance review. If the faculty member's scholarship, teaching or independent work with graduate students does not meet the guidelines or

standards established by the department, college and the graduate council, the faculty member's **graduate faculty appointment may be denied or reduced, which will result in the creation of a developmental plan.** ~~the chair and the dean will develop a plan that they believe will result in the faculty member meeting those guidelines or standards. This plan will include actions to be undertaken by the faculty member, a timeline for those actions, and the support provided by the college for the faculty member's successful and timely completion of those planned actions. The effectiveness of this plan will be a part of the faculty member's next annual performance review.~~ The performance of the faculty member as a member of the graduate faculty should have a substantial impact on the faculty member's annual performance evaluation and on the **academic dean's** and chair's recommendation for merit, tenure, or promotion.

B. Graduate Faculty Status

1. Full graduate faculty status

- a. Criteria for full graduate faculty status:
 - i. Hold a **full-time** faculty appointment at MSU.
 - ii. Hold a terminal degree in the discipline or a related field; or provide clear evidence of exceptional scholarly achievement that obviates this requirement.
 - iii. Demonstrate an ongoing record of a variety of scholarly activities as described in the research and scholarly activities sections of the Tenure and Promotion Policy defined by the faculty member's college and department.
 - iv. Demonstrate successful graduate teaching and effective individual work with graduate students.
 - v. Be recommended by the faculty member's college.
- b. ~~Responsibilities~~ **Qualified to:**
 - i. Teach graduate courses
 - ii. Serve on **Graduate Advisory (Thesis), Research Paper, and other Graduate Committees**
 - iii. Chair **Graduate Advisory (Thesis), Research Paper, and other Graduate Committees.**
 - iv. ~~Direct Research papers and theses~~
- iv. **Eligible for appointment as a Graduate Coordinator for the program**
- c. Term: Full graduate faculty are appointed for a five year term and must reapply at the end of their appointed term.

2. Associate Graduate Faculty status

- a. Criteria for associate graduate faculty status:
 - i. Hold a **full-time or part-time** faculty appointment at MSU. (Graduate faculty members of other accredited universities who meet the MSU criteria for appointment as graduate faculty may, with the recommendation of the graduate program coordinator **and through the Graduate Faculty approval process**, be appointed as associate graduate faculty.)
 - ii. Hold, or be actively pursuing, a terminal degree in the discipline or a related field; or provide clear evidence of exceptional scholarly achievement that obviates this requirement.
 - iii. Begin and continue a record of scholarly activity.
 - iv. Be recommended by the faculty member's college
- b. ~~Responsibilities~~ **Qualified to:**
 - i. Teach graduate courses
 - ii. ~~Serve on graduate committees~~ Serve on **Graduate Advisory (Thesis), Research Paper, and other Graduate Committees**
 - iii. Chair Research Paper and other non-thesis committees
 - iv. ~~Direct research papers~~
- iv. **MSU faculty holding a full-time appointment are eligible for appointment as a Graduate**

Coordinator for the program

c. Term: Associate graduate faculty are appointed for a three year term and must reapply at the end of their appointed term.

3. Adjunct graduate faculty

a. Criteria for adjunct graduate faculty status:

i. Hold an adjunct faculty appointment at MSU.

ii. Hold or be actively pursuing a terminal degree in the discipline or a related field; or provide

clear evidence of exceptional professional qualifications and experience.

b. Responsibilities **Qualified to:**

i. Teach graduate courses

ii. Serve on graduate committees

c. Term: 1 year

C. Procedures for appointment as graduate faculty

1. Each College and Department will develop guidelines for the evaluation of satisfactory performance. Although these guidelines will reflect the individual nature of each graduate program, they will be consistent with the general guidelines for graduate faculty status outlined in this policy.

2. **MSU full-time, part-time, or adjunct faculty who wish to be considered for appointment are being considered for an assignment to teach graduate courses as the faculty of record must be reviewed for appointment as graduate faculty at the rank of adjunct, associate, or full graduate faculty prior to the semester in which the first graduate course is slated to be taught. The process is as follows:**

a. **A current curriculum vitae (CV) is supplied to the department chair by the faculty member.**

b. **A letter of recommendation is written by the department chair to the Associate Vice**

President for Academic Affairs (AVPAA) and Dean of the McAda Graduate School.

c. **The Graduate Faculty Status Recommendation form is completed and signed by department chair and graduate coordinator.**

d. **The recommendation is reviewed by the academic dean of the college using the appropriate college and departmental guidelines for evaluation of satisfactory performance. When in agreement that the faculty member is eligible for consideration for graduate faculty status, the dean will sign, and annotate if desired, the Graduate Faculty Status Recommendation form and sent forward to the AVPAA/Dean of the McAda Graduate School.**

e. The AVPAA/Dean of the **McAda** Graduate School will review the recommendation of the college

for the faculty member's appointment to the recommended status, assuring alignment of the faculty member's expertise and experience with guidance presented in this policy, making a recommendation. ~~For all appointed faculty, the written recommendation of the college, faculty member's CV, and verification of appointment will be provided for final approval to the Provost and Vice President for Academic Affairs, with whom the final decision rests. **The full recommendation documentation, including department chair letter, faculty CV, and recommendation form with annotations will be provided to the Provost.** recommend the appointment of the faculty member to the appropriate graduate faculty status or deny the appointment.~~

~~Should the appointment be denied, the Dean of the Graduate School will provide the college dean a written explanation of the decision, indicating specific aspects performance disqualifying the faculty from appointment.~~

f. **The recommendation at the academic dean's or graduate dean's, level may include approval as submitted, approval at an altered status, or denial. Recommendations for**

alteration or denial must include annotation regarding rationale for such recommendation.

- g. The decision at the provost's level may include approval as submitted, approval at an altered status, or denial.
- h. Should the appointment be denied, a written explanation of the decision shall be provided by the Dean of the McAda Graduate School, indicating specific aspects or deficits of scholarship, experience, or performance disqualifying the faculty from appointment.
- i. If a denial is issued, future efforts to achieve graduate faculty status will benefit from a personal statement from the faculty describing efforts to address any noted areas of deficit in scholarship, experience, or performance.

~~Materials required include: as graduate faculty must apply and submit a current curriculum vitae (CV) to the department chair. Having considered the advice of the graduate coordinator, the department chair will review faculty performance and provide a written recommendation to the college dean, either opposing or supporting the faculty member's appointment to the graduate faculty.~~

3. New faculty joining MSU in a faculty position that includes teaching as a faculty of record for a graduate course must meet the requirements for graduate faculty status. When hiring documents are sent forward to the Office of the Provost, the Graduate Faculty Status Recommendation Form should be sent simultaneously to the Dean of the McAda Graduate School.

~~3. The academic dean of the college, using the appropriate college and department guidelines for the evaluation of satisfactory performance, will determine if the faculty member is eligible for consideration for graduate faculty status and, if so, forward the faculty member's application and CV, along with a written recommendation, to the Dean of the Graduate School.~~

~~4. For all appointed faculty, the written recommendation of the college, faculty member's CV, and verification of appointment will be provided for final approval to the Provost and Vice President for Academic Affairs, who will monitor that all graduate courses are taught by approved graduate faculty at the appropriate level and then track terms and renewals.~~

D. Procedures for advancement within the graduate faculty (i.e. from adjunct to associate or associate to full graduate status)

1. Faculty who wish to be considered for advancement within the graduate faculty must apply and submit a current CV to the department chair. Having considered the advice of the graduate coordinator, the department chair will review faculty performance and provide a written recommendation to the college dean.

~~2. The recommendation will proceed as outlined in section C.2 above. The dean of the college, using the appropriate college and department guidelines for the evaluation of satisfactory performance, will determine if the faculty member is eligible for advancement and, if so, forward the faculty member's application and CV, along with a recommendation, to the Dean of the Graduate School.~~

~~3. The Dean of the Graduate School will review the recommendation of the college and either recommend advancement of the faculty member to the appropriate graduate faculty status or deny the advancement. Should the advancement be denied, the Dean of the Graduate School will provide a written explanation of the decision to the college dean, indicating specific aspects of performance disqualifying the faculty from advancement.~~

~~4. For all advanced faculty, the written recommendation of the college, faculty member's CV, and verification of advancement will be provided to the Provost and Vice President for Academic Affairs for ratification and tracking.~~

E. Procedures for renewal of graduate faculty status

1. Faculty who wish to be considered for continued status within the graduate faculty must submit a request with ~~apply and submit~~ a **current** CV to the department chair. Having considered the advice of the graduate coordinator, the department chair will review faculty performance and provide the

Dean of the Graduate School with a written recommendation for the faculty member's continued standing.

~~2. The recommendation will proceed as outlined in section C.2 above. The dean of the college, using the appropriate college and department guidelines for the evaluation of satisfactory performance, will determine if the faculty member is eligible for continued standing and, if so, forward the faculty member's application and CV, along with a recommendation, to the Dean of the Graduate School.~~

~~3. The Dean of the Graduate School will review the recommendation of the college and either recommend renewal of the faculty member's appropriate graduate faculty status or deny the renewal. Should the renewal be denied, the Dean of the Graduate School will provide a written explanation of the decision to the college dean, indicating specific aspects of performance in need of development.~~

~~4. For all advanced faculty, the written recommendation of the college, faculty member's CV, and verification of advancement will be provided to the Provost and Vice President for Academic Affairs for ratification and tracking.~~

F. Procedures for remediation Development of graduate faculty

If the faculty member's scholarship, teaching, or independent work with graduate students does not meet the guidelines or standards established by the department and college, the faculty member, the chair and the dean will develop a plan that they believe will result in the faculty member's meeting those guidelines or standards. This plan will include actions to be undertaken by the faculty member and the support provided by the college for the faculty member's successful and timely completion of those planned actions. (Graduate faculty status during the development period will be determined by the Dean of the Graduate School, based on the recommendations of the college dean.) The results of the plan will be a part of the faculty member's next annual performance review.

G. Procedures for Approval for Associate Graduate Faculty Members to Chair a Graduate Advisory Committee to Direct Thesis

1. **The Graduate Coordinator, in collaboration with the Department Chair, may recommend to the Academic Dean that a faculty member holding both a full-time appointment to the faculty at MSU and Associate Graduate Faculty Status may be approved to chair a student's Graduate Advisory Committee based upon alignment of the Associate Graduate Faculty Member's specialized knowledge in a particular area of study.**
2. **The College will recommend the appointment through completion of the Graduate Advisory Committee Chair for One-Time Thesis Appointment form, providing ample rationale to support the appropriateness of, and need for, such an appointment.**
3. **The designated form, faculty member's CV, a detailed letter, and a plan for mentorship by a faculty member holding Full Graduate Faculty Status shall be sent forward to the Graduate Dean's Office for recommendation to the Provost and Vice President for Academic Affairs, who holds final authority for approval.**
4. **This process is to be used only for a singular appointment on a case-by-case basis, as its rationale resides with the faculty member's expertise to a singular thesis.**

H. Procedures for Monitoring Graduate Faculty Appointment of those Teaching Courses for which Graduate Credit is Awarded

1. **The Associate Vice President for Academic Affairs and Dean of the Billie Doris McAda Graduate School will monitor graduate faculty status, assuring that faculty appointments are congruent with teaching assignments, graduate advisory committee roles, and research paper roles in compliance with authorized graduate faculty responsibilities.**
2. **The process is as follows:**
 - a. **The roster of graduate classes, 3000-4000 courses taken for graduate credit, dual-listed courses, and thesis sections will be reviewed to assure that the faculty of**

- record holds the required graduate faculty status. This review occurs each semester.
- b. If there are any discrepancies, the Dean of the Graduate School will follow up with the appropriate graduate coordinator, department chair, and academic dean to assure that proper action is taken, including either seeking graduate faculty status for the faculty of record or changing teaching assignments.
3. The outcomes of this review process will be communicated to the Provost and Vice President for Academic Affairs.
16. Dr. Garrison made a motion to adopt the following graduate course addition for the British Studies Program. *Dr. Patton seconded; and the motion was adopted. (closed)*

New Course Addition, effective Summer 2015

BUAD 5706. International Business Ethics

Prerequisite(s): **Consent of Instructor**

Prerequisite coded for Registration? **Yes**

Description: **This course examines the complexity of ethical decision making in international business resulting from different cultural influences. This course is taught in London during summer II as part of the MSU International Studies Program. Students will receive 6 hours credit for successful completion of this course. One half of the earned grade in this class is determined from a research paper.**

Lecture/Lab Hrs: **6(6-0)**

Type of Course: **Lecture**

Course Objectives and/or additional information:

- **To examine the cultural influences on ethical decision making**
- **To better understand the complexity of ethical decision making in the global business environment**

***Course is being offered primarily for students from McNeese State University.**

Catalog change

Add new BUAD course to graduate catalog:

5706. International Business Ethics

6(6-0)

Prerequisite: Consent of instructor

This course examines the complexity of ethical decision making in international business resulting from different cultural influences. This course is taught in London during summer II as part of the MSU International Studies Program. Students will receive 6 hours credit for successful completion of this course. One half of the earned grade in this class is determined from a research paper.

17. Ms. English presented the following points of information regarding previously approved undergraduate course and catalog changes. *(closed; no vote required.)*

From the December 2013 Minutes:

Gunn College of Health Sciences and Human Services

Criminal Justice Undergraduate Catalog Changes, effective Fall 2014

REQUIREMENTS FOR A MAJOR IN CRIMINAL JUSTICE (NO MINOR)

Major (60 semester hours)

Sixty semester hours to include CRJU 1113, 2213 or 2223, 2233 or 2243, 2933, 2943, 3103, 3213, 3223, 3713, 4203, 4213, 4253, 4413, 4993, and ~~45-18~~ additional advanced hours to total 45 advanced hours.

From the March 2014 Minutes:

Lamar D. Fain College of Fine Arts

Music

MUSIC

Bachelor of Music with Teacher Certification
Music All-Level, Vocal Emphasis

Major in Music 65 hours

MUSC 1601, 1603 Elem Sight-Singing & Ear Training/Music Theory I	4
MUSC 1611, 1613 Elem Sight-Singing & Ear Training/Music Theory II	4
MUSC 2603 Music Theory III	3
MUSC 2613 Music Theory IV	3
MUSC 3632 Analysis of Musical Form	2
MUSC 3662 Orchestration	2
MUSC 3743 Western and World Music II	3
MUSC 3753 Western and World Music III	3
MUSC 4843 Basic Conducting	3
MUSC 4863 Choral Conducting	3
MUSC 3893 Music Technology	3
MUSC 3141 Woodwind Instruments Class	1
MUSC 3161 Brass Instruments Class	1
MUSC 3181 String Instruments Class	1
MUSC 3291 Percussion Instruments Class	1
MUSC 4823 Foundations of Music II	3
MUSC 4873 Foundations of Music III	3
AMUS 1201, 2201, 3201, 4201 Voice	7
Voice (2 semesters at 1000-level; 2 semesters at 2000-level; 2 semesters at 3000-level; 1 semester at 4000-level)	
AMUS 4961 Senior Recital	1
MUSC 1001, 2001, 3001, 4001	7
University Singers (2 semesters at 1000-level; 2 semesters at 2000-level; 2 semesters at 3000-level; 1 semester at 4000-level)	
MUSC 1000 Recital Attendance (7 semesters)	0
MUSC 1211, 1221 Diction I and II	2
MUSC 3862 Choral Literature	2
Piano Proficiency	3
MUSC 1111/1121, AMUS 1231	

MUSIC

Bachelor of Music with Teacher Certification
Music All-Level, Instrumental Emphasis

Major in Music 62 hours

MUSC 1601, 1603 Elem Sight-Singing & Ear Training/Music Theory I	4
MUSC 1611, 1613 Elem Sight-Singing & Ear Training/Music Theory II	4
MUSC 2603 Music Theory III	3
MUSC 2613 Music Theory IV	3
MUSC 3632 Analysis of Musical Form	2
MUSC 3662 Orchestration	2

MUSC 3743 Western and World Music II	3
MUSC 3753 Western and World Music III	3
MUSC 4843 Basic Conducting	3
MUSC 4853 Instrumental Conducting	3
MUSC 3893 Music Technology	3
MUSC 3141 Woodwind Instruments Class	1
MUSC 3161 Brass Instruments Class	1
MUSC 3181 String Instruments Class	1
MUSC 3281 Voice Class	1
MUSC 3291 Percussion Instruments Class	1
MUSC 4823 Foundations of Music II	3
MUSC 4873 Foundations of Music III	3
Applied Music (2 semesters at 1000-level; 2 semesters at 2000-level; 2 semesters at 3000-level; 1 semester at 4000-level)	7
AMUS 4961 Senior Recital	1
MUSC: Major Ensemble	7
(2 semesters at 1000-level; 2 semesters at 2000-level; 2 semesters at 3000-level; 1 semester at 4000-level) MUSC 1021, 2021, 3021, 4021 or MUSC 1041, 2041, 3041, 4041, Or MUSC 1071, 2071, 3071, 4071	
MUSC 1000 Recital Attendance (7 semesters)	0
Piano Proficiency	3
MUSC 1111, 1121, AMUS 1231	

College of Science and Mathematics

Biology

Under Major

Option E2

BIOL 1144, 1544, 3003, 3054, 3064, 3334, 4001, **4021**, 4023 (~~27~~ **28** hours)

18. Ms. Inglish presented the following information regarding changes to the CLEP Policy.
(closed; no vote required)

CLEP Policy Change

The MSU Testing office has been notified by CLEP that the policy of requiring a 6 month waiting period to take an exam has been reduced to 3 months. The policy is not retroactive, but took effect Friday, October 17. If a student tested prior to October 17, the 6 month waiting period is still in place for those tests. It is only for CLEP exams taken October 17 or later that the 3 month waiting period is active.

Additional Information

- Ms. Hickman reported that her staff is busy working on freshmen applications. They are up almost 1,000 from last year
- Dr. Latham announced that a cell phone and charging station is now available for use in the Library.
- Dr. Latham also announced that beginning November 30, the Library will be open 24 hours.
- Dr. Capps reminded everyone that the EURECA Scholarship Forum is this Friday in the Clark Student Center.

- Dr. Camacho announced that the Fine Arts College has several upcoming events and encouraged everyone to view their website for details.
 - Music recital, Thursday, November 20, Dr. Ruth Morrow and Friends
“Schubertiade”
 - Theatre production “Private Lives”, Thursday-Sunday, November 20-23
- Dr. Capps commended Dr. Camacho and his college on the quality of the recent Theatre production “August – Osage County” by faculty and students.

Adjournment

There being no other business, the meeting was adjourned at 2:50 p.m.

Respectfully submitted,

Deb Schulte, Assistant to the Provost