

# Academic Council Minutes

## July 28, 2021

### Midwestern State University

The Academic Council met via Zoom meeting on Wednesday, July 28, 2021.

#### Voting Members:

Dr. Sarah Cobb proxy for Dr. Marcy Brown Marsden, Dean, McCoy College of Science, Mathematics, and Engineering  
Dr. Jim Sernoe proxy for Dr. Martin Camacho, Dean, Lamar D. Fain College of Fine Arts  
Dr. Matthew Capps, Dean, Gordon T. and Ellen West College of Education  
Dr. Jeff Killion, Dean, Robert D. and Carol Gunn College of Health Sciences and Human Services  
Dr. Jeff Stambaugh, Dean, Dillard College of Business Administration  
Dr. Sam Watson, Dean, Prothro-Yeager College of Humanities and Social Sciences  
Dr. Kathryn Zuckweiler, Dean, Dr. Billie Doris McAda Graduate School- absent from meeting  
Dr. Marcos Lopez, Faculty Senate representative

#### Other Attendees:

Dr. Kristen Garrison, AVP Academic Affairs  
Dr. Pam Morgan, Director, Distance Education  
Dr. Michael Mills, Director, Global Education  
Ms. Darla English, Registrar  
Ms. Jenny Denning, Manager MSU Bookstore  
Mr. Matt Park, AVP, Student Affairs and Dean of Students  
Ms. Angie Reay, Staff Senate Representative

James Johnston, Provost and Vice President for Academic Affairs, presided and the meeting began at 2:02pm.

#### **Approval of Minutes**

The minutes for June 2021 were approved as presented

#### **Old Business**

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

## New Business

1. Dr. Capps made a motion to adopt the following undergraduate course and catalog changes. Dr. Lopez seconded and the motion was adopted. (closed)

### Undergraduate catalog changes for Admission to the Teach Certification Program-

Effective Fall 2022

[https://catalog.msutexas.edu/content.php?catoid=28&navoid=1464#Admission to the Teacher Certification Program](https://catalog.msutexas.edu/content.php?catoid=28&navoid=1464#Admission%20to%20the%20Teacher%20Certification%20Program)

#### Admission to the Teacher Certification Program

The Teacher Education Committee expects all teacher education students to be above average scholars; therefore, to be considered for admission to the Teacher Certification program, the applicant must have

1. an application on file (instructions available in Education Office);
2. **a 3.0 content GPA specific to candidate's area of specialization (for specific course per certification area, see program website)**
3. ~~satisfactory scores on the SAT, ACT, TSI Assessment, or equivalent, in reading, writing, and mathematics; (EC-6/Bilingual candidates must also receive a satisfactory score on a Spanish Reading, Writing, and Oral Proficiency exam)~~  
 at least 45 semester hours of credit, including a minimum grade of C in EDUC 2013 and COUN 2143 (unless otherwise specified in degree plan);
4. a cumulative grade point of 2.75;
5. a grade point of 3.0 in the Communication Core (excluding any developmental courses);
6. satisfactory completion of an interview (TAC 227.10); and
7. completed a minimum of 12 semester credit hours in the subject-area content coursework for the certification sought unless the certification is sought in mathematics or science which requires 15 semester credit hours of subject-area content coursework (TAC 227.10).

Upon completion of steps 1-7 above, the student's application to the teacher education program is submitted to the Teacher Education Committee. The Teacher Education Committee has the authority to accept or reject an applicant to teacher certification based on the applicant's file and

other relevant information. Admission to the Teacher Education Program is highly selective. Should limitations on resources require restrictions to be placed on the number of students admitted in a given semester or year, the Teacher Education Committee will admit students according to the level of distinction achieved.

All students must be admitted to the program prior to enrolling in any professional education course (EDUC 3163, EDUC 3183, EDUC 3193, EDUC 4033, EDUC 4043, EDUC 4053, EDUC 4063, EDUC 4066, EDUC 4073, EDUC 4076, EDUC 4083, EDUC 4086, EDUC 4113, EDUC 4166, EDUC 4173, EDUC 4233, EDUC 4303, EDUC 4366, EDUC 4403, EDUC 4503, EPSY 3153, ETEC 4003, READ 4203, READ 4213, READ 4223, READ 4233, READ 4243, READ 4273, READ 4403, SPED 3613, SPED 3623). Students should complete all requirements and file for admission by the time they have completed 45 hours of credit. Students who have 45 hours of credit and have not been admitted to the program are limited to taking 6 semester hours of professional education courses.

Undergraduate students seeking teacher certification shall be advised by the West College of Education academic advisor.

### **Monitoring and Supporting Candidate Progression**

**Candidate progression is monitored at specific transition points from admission through completion that indicate candidates' developing content knowledge, pedagogical knowledge, pedagogical skills, critical dispositions, and professional responsibilities, and the ability to integrate technology effectively in their practice. Transition points for each certification area are identified in the WCOE Teacher Education Handbook. Each admitted cohort must maintain a 3.0 GPA in content specific coursework and 3.0 GPA in professional education areas, also identified in the WCOE Teacher Education Handbook. Candidate support is provided through faculty engagement. Candidates are limited to repeating required coursework leading to certification one time.**

### Admission to Clinical Teaching

Students should make application for clinical teaching by September 1 for the spring semester and by February 15 for the fall semester. Consideration for admission requires a 2.75 **overall GPA**, a 3.0 GPA in **content specific coursework**, a **3.0 GPA in professional education coursework** (~~Bachelor of Science in 7-12 Mathematics requires a 2.6~~) and the dean's approval in professional education and each teaching field. A grade of "D" in a course required for certification cannot be used in a student's teaching field, major, minor, or professional education courses. Students may be required to pass qualifying exams in their respective colleges prior to being admitted to clinical teaching. ~~Thirty-five~~ **six** hours of field experiences, with at least one-half at the appropriate teaching level, must be completed before clinical teaching begins. Complete applications are approved by the Teacher Education Committee. Fall applications may not be approved until August if the student has summer courses to complete.

~~All students receive a speech/language diagnostic assessment as part of their course work. If there are areas for remediation and correction, speech/language therapy is provided for students as a professional service. Admission into clinical teaching is contingent upon completion of the~~

~~recommended corrective steps. Proper speech and language are professional competencies and expectations. Having these services available for education students should be viewed as a tangible benefit of attending MSU.~~

All required content including major and minor courses along with professional education courses must be completed prior to clinical teaching.

Clinical teaching will be full days for one semester (fall or spring).

2. The following item was presented for editorial changes only.

Undergraduate catalog page- Listing of majors updated to add BSE CAS-

Effective Fall 2022

<https://catalog.msutexas.edu/content.php?catoid=28&navoid=1464#> Programs Areas of Certification and Courses

Programs, Areas of Certification, and Courses

Bachelor of Applied Arts and Sciences

Go to information for Bachelor of Applied Arts and Sciences.  
Programs

Bachelor of Applied Arts and Sciences

- Applied Arts and Sciences, B.A.A.S.

Display courses for Bachelor of Applied Arts and Sciences.

Bachelor of Science in Education (Early Childhood, Elementary, Middle School)

Go to information for Bachelor of Science in Education (Early Childhood, Elementary, Middle School).

Programs

Bachelor of Science in Education

- Early Childhood Studies and Early Care, B.S.E. (non-certification)
- **Child and Adolescent Studies, B.S.E. (non-certification)**
- Education, Early Childhood Through Grade 3 Track, B.S.E.
- Education, Early Childhood Through Grade 6 Track, B.S.E.
- Education, English Language Arts and Reading (Grades 4-8) Track, B.S.E.
- Education, Mathematics (Grades 4-8) Track, B.S.E.

- Education, Science (Grades 4-8) Track, B.S.E.
- Education, Social Studies (Grades 4-8) Track, B.S.E.
- Education, Special Education Early Childhood through Grade 12, General Education Early Childhood through Grade 6 Track, B.S.E.

3. Dr. Capps made a motion to adopt the following undergraduate course and catalog changes. Dr. Stambaugh seconded and the motion was adopted. (closed)

Undergraduate catalog update for Bachelor of Science in Education with a CAS major-

**Effective Fall 2022**

**Bachelor of Science in Education, B.S.E.**

**Child and Adolescent Studies (non-certification)**

**The Bachelor of Science in Education with a major in Child and Adolescent Studies prepares individuals to work in settings and environments related to schools, child care facilities, and other adolescent and youth related community settings, both public and private, with a focus of study on the developmental and cognitive stages of childhood and adolescence. This major does not lead to certification. This major does not lead to Texas teacher certification.**

**General**

**(See General Requirements for all Bachelor's Degrees)**

**Academic Foundations and Core Curriculum - 42 semester hours**

**(See Academic Foundations and Core Curriculum - 42 semester hours)**

**Core Curriculum Specifics (42 total hours for core, including these specific courses)**

**EDUC 2013 - School and Society 3**

**COUN 2023 - Human Development 3**

**COUN 2143 - Human Diversity 3**

**Child and Adolescent Studies Major – 33 hours**

**ECED 3173 - ESL Methods and Materials 3**

**EDUC 3203 - Educational Assessment: Development Analysis, & Implementation 3**

**EDUC 3213 - Management Techniques for Elementary, Middle School, & Secondary 3**

**EDUC 4023 - Methods of Elementary, Middle, & Secondary Teaching 3**  
**EPSY 3803 - Human Development, Behavior, and Learning Theory 3**  
**ETEC 4113 - Learning Technology Integration 3**  
**READ 4273 - Content Reading 3**  
**SOWK 3233 - Parenting: Family and Community 3**  
**SPED 3523 - Introduction to Individuals with Disabilities 3**

**Choose 6 hours from the following courses:**

**IDT 4103 - Digital Literacy 3**  
**IDT 4123 - Instructional Technology Design 3**  
**IDT 4133 - Technology Integration 3**  
**IDT 4143 - Multimedia Development I 3**  
**IDT 4173 - Multimedia Development II 3**

**Discipline Related Tracks - 24 hours**

**Choose one of the following tracks and 24 hours from the selected track:**

**English Language Arts and Reading Track – 24 hours**  
**Choose 24 hours from the following courses:**

**ENGL 2113 - Intermediate Composition & Grammar 3**  
**ENGL 2123 - Rhetoric of Visuals and Infographics 3**  
**ENGL 3213 - Digital and New Media Rhetoric 3**  
**ENGL 3503 - Advanced Survey of Literature 3**  
**ENGL 3513 - Advanced Grammar 3**  
**ENGL 3713, ENGL 3723, or ENGL 3743 3**  
**ENGL 4013 - Introduction to Composition Studies 3**  
**ENGL 4533 - Literary Theory and Criticism 3**  
**ENGL 4553 - Rhetorical Theory and Criticism 3**

**Math Track – 24 hours**

**Choose 24 hours from the following courses:**

**GNMT 3003 - Concepts of Mathematics 3**  
**MATH 1233 - College Algebra 3**  
**MATH 1433 - Plane Trigonometry 3**  
**MATH 1534 – Precalculus 4**  
**MATH 1634 - Calculus I 4**  
**MATH 1734 - Calculus II 4**  
**MATH 2033 – Structure of the Number System I 3**  
**MATH 3004 - Problem Solving and Discrete Mathematics 4**  
**MATH 3133 - Foundations of Geometry 3**

**MATH 3233 - Introduction to Modern Mathematics 3**  
**STAT 3573 - Probability and Statistics 3**

**Science Track – 24 hours**

**Choose 24 hours from the following courses:**

**BIOL 1114 - Life I: Molecular & Cellular Concepts 4**  
**BIOL 1214 - Life II: Evolution and Ecology 4**  
**BIOL 2114 - Life III: The Diversity of Life 4**  
**BIOL 1134 - Anatomy & Physiology I 4**  
**BIOL 1234 - Anatomy & Physiology II 4**  
**BIOL 2144 - Fundamental Clinical Microbiology 4**  
**CHEM 1143 - General Chemistry I 3**  
**CHEM 1243 - General Chemistry II 3**  
**CHEM 1141 - General Chemistry Lab 1**  
**CHEM 1241 - General Chemistry Lab 1**  
**GEOS 1134 - Physical Geology 4**  
**GEOS 1234 - Historical Geology 4**  
**GNSC 1104 - Life/Earth Science 4**  
**GNSC 1204 - Physical Science 4**  
**GNSC 3104 - Concepts of Science 4**  
**PHYS 1144 - General Physics I 4**  
**PHYS 1244 - General Physics II 4**  
**PHYS 1533 - Descriptive Astronomy 3**

**Social Studies Track – 24 hours**

**Choose 24 hours from the following courses:**

**ECON 1333 – General Economics 3**  
**ECON 2333 – Macroeconomics 3**  
**GEOG 3003 - Geography of the World 3**  
**GEOG 3013 - Geography of North America 3**  
**HIST 1333 - Survey of Western Civilization 3**  
**HIST 1433 - Survey of Western Civilization 3**  
**HIST 3003 - Survey of Texas History 3**  
**HIST 3133 - Comparative World Religions & Cultures 3**  
**HIST 4433 - Twentieth Century Europe 3**  
**POLS 2523 - Foundations of Government and Politics 3**  
**POLS 3313 - Introduction to Political Theory 3**  
**SOST 3003 - Concepts of Social Studies 3**

**Special Education Track – 24 hours**

**KNES 4513 - Adapted Physical Activity 3**  
**SPED 3313 - Teaching Strategies for Cognitive Disorders 3**  
**SPED 4113 - Foundations of Special Education 3**  
**SPED 4123 - Assessment (Concurrent with 4113) 3**  
**SPED 4313 - Tier III Reading Strategies 3**  
**SPED 4513 - Teaching Strategies for Affective Disorders 3**  
**SPED 4523 - Vocational/Transitional Education 3**  
**SPED 4533 - Early Childhood Special Education 3**

**Electives – 21 hours or more to reach a total of 120 semester credit hours.**  
**Total Semester Hours - 120**

3. Dr. Capps made a motion to adopt the following updated Authorized Absences.  
 Dr. Lopez seconded and the motion was adopted. (closed)

**Proposed Authorized Absences – Matt Park**

Undergraduate catalog proposed updates for Authorized Absences-

**2020-2021 UNDERGRADUATE CATALOG**  
**Registrar – General Information – Authorized Absences**

Absences due to required participation in university-sponsored activities must be approved by the college dean or Athletic Director and the Provost. Students with written approval must present a signed letter or memo to each instructor at least two class days prior to the date of the absence. Only prior notification can guarantee lack of penalty for these absences. It is the responsibility of the student to arrange with the instructor to make up all work missed during an authorized absence.

Academically-related activities (class field trips, attendance at conferences, etc.) which result in absences require the cooperation of individual faculty members. Even though such activities are educational in nature they do not qualify as university-sponsored activities. Faculty members who organize such activities should assist their students in contacting and informing relevant faculty of the planned activity. Excused absences for such activities may be given at the discretion of the faculty member whose class is missed.

Procedures for Authorized Absences: The Provost will approve one copy of a request which includes the names of all students involved. The faculty member, upon receipt of the approval, will make copies for each student.

1. Faculty sponsors or coaches should draft a memorandum or letter to the Provost. This memorandum should include information concerning the nature of the event, the date(s) on which students would be absent from class, and the names and identification numbers of the students involved.
2. Upon approval of the Provost, a copy of the memorandum should be given to each student listed.
3. Students should be directed to communicate with their instructor(s) at least two class days prior to the date of the planned absence. Make-up assignments will occur at the convenience of the professor.

Assistance with notification of professors with regard to absences will be provided by the following:

1. Dean of Students Office - For personal emergencies or an illness which requires hospitalization or a prolonged absence, a student should notify the Dean of Students.
2. Vinson Health Center - When a student's illness warrants verification, the Dean of Students Office and/or faculty members will be notified.

### **Excused Absences Defined by State Regulations**

1. **Religious Holy Days: In accordance with Section 51.911 of the Texas Education Code, Midwestern State University shall excuse a student from attending classes or engaging in other required activities, including examinations, for the observance of a religious holy day, including travel for that purpose. It is the responsibility of a student who intends to observe a religious holy day to make that intention known in writing to the instructor as far in advance of the absence as possible so that arrangements can be made to complete an assignment or take an examination within a reasonable period after the absence. A student whose absence is excused under this subsection may not be penalized for that absence and shall be allowed to take an examination or complete an assignment from which the student is excused within a reasonable time after the absence. An instructor may appropriately respond if the student fails to satisfactorily complete the assignment or examination within a reasonable time after the absence. If a student and instructor disagree about the nature of the absence being for the observance of a religious holy day, or if there is similar disagreement about whether the student has been given a reasonable time to complete any missed assignments or examinations, either the student or the instructor may request a ruling from the college dean. The student and instructor shall abide by the decision of the college dean. If the college dean**

**serves as the instructor for the course in question, the Provost and Vice President for Academic Affairs shall determine the ruling. A “religious holy day” is defined under Section 11.20 (Religious Organizations) of the Texas Tax Code as a holy day observed by a religion whose places of worship are exempt from property taxation. The University does not maintain a list of religious holy days.**

2. **Required Military Service: In accordance with Section 51.9111 of the Texas Education Code, Midwestern State University shall excuse a student from attending classes or engaging in other required activities, including examinations, in order for the student to participate in required military service of a reasonably brief duration to which the student is called, including travel associated with the service. Required military service includes required military service performed by a member of the Texas National Guard, Texas State Guard, or United States Military. The maximum time for which the student may be excused has been defined by the Texas Higher Education Coordinating Board (THECB) as “no more than 25 percent of the total number of class meetings or the contact hour equivalent (not including the final examination period) for the specific course or courses in which the student is currently enrolled at the beginning of the period of required military service.” A student whose absence is excused under this subsection may not be penalized for that absence and shall be allowed to complete an assignment or take an examination from which the student is excused within a reasonable time after the absence. An instructor may appropriately respond if the student fails to satisfactorily complete the assignment or examination within a reasonable time after the absence. If a student and instructor disagree about whether the student has been given a reasonable time to complete any missed assignments or examinations, either the student or the instructor may request a ruling from the college dean. The student and instructor shall abide by the decision of the college dean. If the college dean serves as the instructor for the course in question, the Provost and Vice President for Academic Affairs shall determine the ruling.**

References (for internal use only to aid drafting and review process)

**S.B. 937**

<https://capitol.texas.gov/tlodocs/87R/billtext/pdf/SB00937F.pdf#navpanes=0>

**Section 51.911: Religious Holy Days**

<https://texas.public.law/statutes/tex. educ. code section 51.911>

**Section 51.9111: Excused Absence for Required Military Service**

<https://texas.public.law/statutes/tex. educ. code section 51.9111>

**Texas Tax-Exempt Entity Online Search**

<https://comptroller.texas.gov/taxes/exempt/search.php>

**UT-Austin**

<https://catalog.utexas.edu/general-information/academic-policies-and-procedures/attendance/>

**Texas A&M**

<https://student-rules.tamu.edu/rule07/>

**Texas Tech University**

<https://catalog.ttu.edu/content.php?catoid=15&navoid=1522&hl=absences&returnto=search#academic-regulations>

Adjournment-

There being no other business, the meeting was adjourned at 2:15p.m.

Respectfully submitted,

Lana L. Scates  
Assistant to the Provost