

Graduate Council
Minutes of the Meeting
April 20, 2018

Associate Dean Wesley Harris began the meeting at 1:30p.m. Members in attendance: Wilma Calvert, Chung Wong, Wendy Olivas, Yiuman Tse, Matt Vogel.

I. Minutes

The minutes for the March 16, 2018 meeting were approved.

II. Dissertation Fellowships

Council awarded Dissertation Fellowships to the following students for the 2018-2019 academic year:

Psychology	FS2018-SP2019	18098156 Zachary Petzel
Chemistry	FS2018-SP2019	18086769 Maha Abutokaikah
Biology	FS2018-SP2019	18071202 Meghann Humphries

III. Curriculum Proposals

Council recommended approval for the following course and program requests:

BUS AD 5325	BUS AD 5325: Environmental Analysis and Sustainability in Business Operations	campbelljf	3/22/2018
CNS ED 6220	CNS ED 6220: Counseling Individuals with Disabilities	gouwensd	3/24/2018
ED PSY 6111	ED PSY 6111: Educational Psychology	gouwensd	3/24/2018
ED PSY 6226	ED PSY 6226: Mental Health and Development of Children and Youth	gouwensd	3/24/2018
ED REM 6730	ED REM 6730: Educational Program Development and Evaluation	gouwensd	3/24/2018
ED REM 6732	ED REM 6732: Advanced Educational Program Development and Evaluation	gouwensd	3/24/2018
INFSYS 5800	INFSYS 5800: Management Information Systems	mirchandand	3/22/2018
EDPSY-EDS	EDPSY-EDS: EdS in School Psychology	gouwensd	3/24/2018
EDPSY-GEM1	EDPSY-GEM1: Emphasis in Character and Citizenship Education	gouwensd	4/2/2018

Council recommended that the following course proposal be rolled back to the department. The prerequisite is being removed. The prerequisite for graduate courses should list 'graduate standing' at a minimum.

INFSYS 6828	INFSYS 6828: Principles of Information Security	mirchandani	3/22/2018
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Council recommended holding the following course and program requests until the next meeting. These requests were submitted just a few days ago, so there was not sufficient time for review.

EDADM-EDS	EDADM-EDS: EdS in Education Administration	shulsj	4/18/2018
EDADM-MA2	EDADM-MA2: Master of Education in Education Administration, with Emphasis School Administration	shulsj	4/18/2018
SOC WK 4604	SOC WK 4604: Introduction to Motivational Interviewing	pickardj	4/19/2018
SOC WK 4642	SOC WK 4642: Safety Strategies for Social Workers	pickardj	4/19/2018
SOC WK 5635	SOC WK 5635: Social Work Practice with LGBT Populations: Deconstructing the Alphabet Soup	pickardj	4/19/2018
SOC WK 6601	SOC WK 6601: Evid Bsd Approaches in Direct SW Practice: Cog Rational Emotive Behavioral Therapy Models	pickardj	4/19/2018
SOC WK 6603	SOC WK 6603: Evid Bsd Approaches in Dir SWork Practice: Play and Interactive Models	pickardj	4/19/2018
SOC WK 6606	SOC WK 6606: Evidence-Based Approaches in Direct Social Work Practice: Dialectical Behavior Therapy	pickardj	4/19/2018
SOC WK 6645	SOC WK 6645: Social Work in Healthcare Settings	millersh	4/19/2018

IV. Graduate Faculty

The below instructors were approved by gradate council for graduate faculty term appointments.

Subject	ID	Name	Job Title	Highest Degree	GF Term approved
SOC WK	12253953	Jackson,Tiffany Chavon	INSTRUCTOR, ADJUNCT	Master of Social Work	GF2 as requested

SOC WK	01031309	Mclaughlin,Erin Lorraine	TEACHING AST	Master of Social Work	GF1 as requested
SOC WK	10277165	Easley,Riisa	PROF, AST TEACH	Master of Social Work	GF5 as requested
SOC WK	10266978	Hirshberg,Gary	INSTRUCTOR, ADJUNCT	Master of Social Work	GF1 as requested
SOC WK	10243930	Yount,Deann Jenifer A	INSTRUCTOR, ADJUNCT	Master of Social Work	GF3 as requested
SOC WK	04568374	Wallis,James Harold	INSTRUCTOR, ADJUNCT	Master of Arts	GF3 as requested
SOC WK	18042461	Pritchett,Angelita Dawn	PART-TIME ADJUNCT FACULTY	Master of Social Work	GF1 as requested
SOC WK	12239607	Bennett,Justin Michael	INSTRUCTOR, ADJUNCT	Master of Social Work	GF1 as requested
SOC WK	10246885	Schneider,Blake S		Master's Degree - 1st entry	GF1 as requested
SOC WK	04477636	Grisby,Zabrina Miranda	INSTRUCTOR, ADJUNCT	Master of Social Work	GF2 as requested
CMP SCI	10280768	Altekar,Ashwin	INSTRUCTOR, ADJUNCT	Master of Business Admin	GF5 as requested

Below are graduate faculty appointments approved by the Graduate School dean since the last Graduate Council meeting. These appointees all possess a terminal degree relevant to what they will be teaching or a degree at least one level above the level at which they will teach.

ID	Last	First Name	Department	GF Term approved
10278224	Edwards	Christine	Biology	GF5
01051297	Miller	James	Biology	GF5
18034998	Bradshaw	Katie	Education	GF5
10260975	Holmes	Keeta	Education	GF5
10249564	Lane	Lane	Education	GF5

V. Graduate School policy changes

Council agreed to the below revisions to Graduate School policy:

2.0 GRADUATE FACULTY

2.1. The Graduate Faculty

The regular Graduate Faculty (GF) shall consist of all tenured and tenure-track faculty. Visiting and part-time faculty will not normally be members of the Graduate Faculty. Exceptions may be made on a case-by-case basis per approval of the Graduate Council.

All regular members of the Graduate Faculty may:

- (a) teach graduate courses
- (b) serve on and chair comprehensive examination and exit project committees
- (c) serve on and chair master's thesis committees and doctoral dissertation committees

Term Appointments. Upon recommendation by a college, qualified non-tenure track and adjunct faculty may be approved by the Graduate Council for term appointments to the Graduate Faculty for a period of 1 to 5 years. Term members of the Graduate Faculty may:

- (a) teach graduate courses
- (b) serve on, but not chair, Ph.D. comprehensive exam committees and exit project committees
- (c) serve on, but not chair, master's thesis committees and Ph.D. dissertation committees

Term graduate faculty who demonstrate scholarship in their discipline may serve on and chair comprehensive exam and capstone project committees for professional doctoral degrees. Upon recommendation of the unit and approval of the Graduate Dean, a term Graduate Faculty member who brings a particular expertise may chair a Ph.D. dissertation committee.

To request a term appointment, the appropriate unit Chair/Dean shall submit [a nomination form and the CV for of](#) the nominee to the Graduate Dean for review and approval by the Graduate Council. A terminal degree is normally required for appointment to the Graduate Faculty. For nominees without a terminal degree, other documented professional accreditation and/or licensure may be used to justify the appointment. Current graduate students at UMSL are not eligible for Graduate Faculty appointment, but under extraordinary circumstances, a current doctoral student may teach a graduate course upon approval of the Dean and the Graduate Council.

Emeritus Appointments. Upon request of the unit, members of the Graduate Faculty who retire or move to a new academic position may be given emeritus status (GFE). Emeritus faculty may continue to teach graduate courses and serve on comprehensive exam committees and dissertation/capstone committees. With the approval of the Academic Dean and the Dean of the Graduate School, faculty transitioning to GFE status may continue to chair any existing doctoral committees, but may not be appointed to chair any new doctoral committees.

Special Appointments. External scholars with [relevant](#) specialized expertise [relevant to a specific dissertation](#) may be appointed to [replace a member of the graduate faculty on a qualifying exam, thesis, or](#) dissertation committee. The appointment is limited to one committee and does not entitle the appointee to teach graduate courses. [Special appointees may not chair a dissertation or qualifying exam committee. Although there is no strict limit on the number of special appointees serving on a committee, in all cases a voting majority of the committee must be members of the graduate faculty.](#)

Each unit with a doctoral program must include in its 5-year review a summary of its policies and practices regarding the methods of assuring the quality of the dissertations in that unit as well as the outcomes of its quality assessment of the dissertations. The Graduate Dean will review the 5-year reviews and confer with the unit and its academic dean regarding the strengths or weaknesses noted.

The Graduate Dean will be the chairperson of the Graduate Faculty.

9.10. Doctoral Dissertation Committee

The Doctoral Dissertation Committee shall consist of at least four members of the Graduate Faculty who can contribute their expertise to the dissertation study. ~~The committee chair, and at least one other member of the committee must be faculty in the Department offering the degree, from the unit.~~ A recognized scholar from outside the university may serve as a member upon the recommendation of the unit and approval of the Graduate Dean, ~~but the external scholar may not chair the committee.~~ The Graduate Dean shall approve the committee membership and changes in the committee membership [D4].

12.11. Committee for the Capstone Project Membership Requirements. The Committee for the Capstone Project shall consist of at least three members of the Graduate Faculty, including Professional/Special Appointment Graduate Faculty, who can contribute their expertise to the study. A recognized practitioner from outside the university may serve as one of those members upon the recommendation of the unit and approval of the Graduate Dean, ~~but the external member may not chair the committee.~~ The Graduate Dean shall approve the committee membership and changes in committee membership upon recommendation from the program. Duties of Members. All members of the Committee for the Capstone Project are involved intimately and participate actively in the activities of the doctoral student at all the stages of the student's career at UMSL, except, perhaps, the threshold examination. This committee normally also serves as the Oral Defense Committee.

Draft Policy Language for 2+3 Programs

3.1. Admissions

The University of Missouri-St. Louis admits qualified individuals to study for graduate degrees and certificates. Students with a bachelor's degree or the equivalent from an accredited college or university may apply for admission to the Graduate School. Applicants may be denied admission if (a) they do not meet admission standards, (b) there are no available openings, or (c) applications are incomplete at the time of the decision.

Admission to 2+3 programs occurs in two stages. Students are first provisionally admitted as undergraduates. When they are ready to begin graduate courses, they request formal admission. Students who are formally admitted to a 2+3 program will be admitted to the Graduate School prior to their receiving their UMSL Bachelor's degree. Once admitted to the Graduate School, 2+3 students must maintain graduate status until the completion of the program.

To receive graduate credit at the University of Missouri-St. Louis, students must have been admitted to the Graduate School as a a) Degree-seeking, b) Graduate Certificate-seeking, or c) Non-Degree-seeking student.

8.7 2+3 Programs

Students who are granted Formal Admission to a recognized 2+3 program at UMSL are admitted to the Graduate School prior to the completion of their UMSL undergraduate program. These students must complete all the normal requirements for their Master's degree. All the coursework used to satisfy the requirements for the Master's degree must be taken while in graduate status.

Provisional 2+3 students who are still undergraduates can petition to take up to 6 hrs of 4000/5000/6000 level courses for graduate credit, and these credits may be used to satisfy Master's degree requirements. The petition must be filed at the beginning of the term. Students may not petition retroactively to use courses already completed as an undergraduate to meet the requirements of the Master's degree.

The number of graduate credit hours that may be applied to the undergraduate degree of a 2+3 student shall be determined by the undergraduate department.

The bachelors and master's degrees must be awarded simultaneously at the end of the 2+3 program. Graduate students who formally withdraw from the 2+3 program may apply for their Bachelor's degree. However, the advantage of dual credit is forfeited. No course applied to the Bachelor's degree may be included in any future graduate degree program.

5.4. Graduate Equivalent Hours

In calculating credit hours for full-time enrollment, students may seek approval for the following semester hour equivalents:

- 1) Three equivalency hours for holding a 0.5 FTE Graduate Teaching Assistantship or Graduate Research Assistantship; up to two equivalency hours for appointments between 0.25 and 0.49 FTE.
- 2) Three equivalency hours in the semester the student is preparing for comprehensive examinations. This semester hour equivalency is allowed for a maximum of two semesters.

3) Up to eight equivalency hours for thesis master's students in their final term if (a) all required coursework is either completed or in progress and (b) they are enrolled in at least one hour of thesis research. Should the student fail to graduate, they may receive equivalency credits for one additional term with the approval of their thesis advisor, the Graduate Program Director, and the Dean. No master's student may receive thesis equivalency credits for more than two terms, including summer.

34) Eight equivalency hours after achieving candidacy. This semester-hour equivalency is allowed ~~for a maximum of two fall and two spring semesters.~~

4) Eight equivalency hours for dissertation work. Once the dean has approved a dissertation proposal, students may request equivalency hours until the eight-year time limit has expired.

- 5) Participation in approved required out-of-class experiences in specific programs. Please see Procedures for a current list.

The meeting ended at 2:45pm