

GRADUATE COUNCIL  
Minutes of the meeting  
FEBRUARY 21, 2014

The meeting was called to order at 1:30 p.m. by Dean Judith Walker de Felix. Members in attendance: Michael Griffin, Alan Heisel, Kuei-Hsiang Hsueh, E. Paulette Isaac-Savage, Susan Kashubeck-West, David Kimball, Haitao Li, Michael Nichols, William Rogers, Pamela Stuerke, Ben Torbert, Teresa Thiel for Wendy Olivas, Wes Harris, Associate Dean. Members absent: Ann Steffen, Beth Huebner, Carl Bassi.

I. Approval of the Minutes

The minutes of the January 24, 2014 meeting were approved.

II. Nomination to the Graduate Faculty

Dr. Toni Kutchan, Biology is a faculty member at the Danforth Plant Science Center who works closely with Ph.D. students on their research at the Center. Council approved her membership to the Graduate Faculty.

III. Recruitment Fellowships

Kristen Maziarka and Lizabeth Remrey, Ph.D. candidates for Criminology and Criminal Justice, were approved for recruitment fellowships. The \$5000 award is payable for up to 4 years and is given on top of a departmental assistantship.

The next round of fellowships will be reviewed at the March meeting. There are six remaining slots. Council asked that the GRE scores include the percentiles.

IV. Course Proposals

Council reviewed and approved the following course changes:

- Acct 5403 Graduate Topics in Financial Accounting
- Acct 5412 Graduate Topics in Management Accounting
- Acct 5435 Graduate Topics in Auditing
- Acct 6441 Graduate Topics in Taxation
- El Ed 6411 Curriculum Leadership Elementary Programs
- El Ed 6422 Curriculum Design of Elementary Programs
- El Ed 6423 Learning Through Inquiry
- Sec Ed 6415 Curriculum Leadership in Education
- Sec Ed 6416 Curriculum Design for Educational programs
- Sec Ed 6420 Improving Teaching and Learning
- Psych 4398 Child maltreatment: A Multidisciplinary Approach
- Psych 6415 Seminar in Health Psychology & Behavioral Medicine
- Psych 7449 Research methods and Project Development in Applied Psychology
- Psych 7450 Clinical Internship I
- Psych 7451 Clinical Internship II

- Psych 7487 Thesis Research Project

Council reviewed and approved the following new courses:

- Bio 5799 Internship in Science in Business
- CAST 4498 Forensic Investigation of Child Abuse
- CAST 4598 Child Abuse Assessment and intervention
- Chem 5798 Practicum in Science in Business
- Chem 5799 Internship in Science in Business
- GS 5320 Gender and Aging
- Psych 5340 Human Neuroanatomy
- Psych 7464 Field Experience in Industrial-Organizational Psychology

Council reviewed and approved the following program changes:

- Master of Accounting
- Graduate Certificate in Autism Studies
- M.Ed. Special Education
- M.Ed. Elementary Education
- M.Ed. Secondary Education
- Ph.D. Psychology – Clinical Psychology
- M.S. Chemistry
- M.S. Biology – Professional Science Emphasis
- M.S. Biology – Cellular and Molecular Biology Emphasis
- M.S. Chemistry – Professional Science Master's Emphasis

## V. Proposed Changes to Graduate School Policies

### **Current Policies**

#### **8.9. Filing the Master's Degree Program**

A master's degree student enrolled shall file an approved program plan with the Graduate School before completing the first two-thirds of the credit hours required in the program. Students may petition the dean of the Graduate School to change the degree program after it has been filed.

#### **8.12 Application for Master's Degree**

To receive the master's degree, students who have met all degree requirements shall apply for graduation by the end of the fourth week of classes during the fall or spring term or by the first day of the eight-week session during the summer term.

### **Proposed Combination Policy**

#### **8.9. The Master's Degree Program**

Master's degree students must meet with an advisor within the first semester of the program to design a program plan that meets program requirements and the students' interests.

To receive the master's degree, students who have met all degree requirements shall apply for graduation by filing an M-4 Graduation Application, which will include the student's Degree Program, no later than the graduation deadline in the semester in which they plan to graduate.

## **RATIONALE:**

Since program plans (M1s) have to be reviewed carefully when students apply to graduate, there is no reason for the Graduate School to review and approve the M-1 prior to the graduation semester. The Graduate School will post a revised M-1 on the Graduate School website for use as an advising tool, and strongly encourages students to complete a degree plan during their first semester. When students are ready to graduate, they will complete the new combined M4 and request that the graduate program director submit the new form to the Graduate School. The Graduate School will maintain the M-1 advising form with a format that matches the new M4 Graduation Application, so that it will be easy to transfer data from one form to another when the student applies for the degree. Forms will be available at <http://www.umsl.edu/divisions/graduate/current/forms.html>.

Council approved the proposed change.

## **Current Policy**

### **3.7. Admission of International Students**

International students shall meet the requirements for admission to the Graduate School. In addition, international students whose native language is not English and who have spent less than two of the last three years in an English-speaking country are required to submit scores from an internationally accepted standardized examination before a decision is made on admission

Teaching assistantships will be awarded only to students with demonstrated oral English proficiency.

When it is not possible for a student to take the required examination for reasons beyond personal convenience, the unit to which the student has applied may develop alternate ways for that particular student to demonstrate English language competence prior to admission. The Graduate Dean must approve such alternative metrics.

Applicants from other countries shall provide a course by course report from one of three professional evaluation organizations in the United States - World Education Services (WES), Educational Credential Evaluators (ECE), or the American Association of Collegiate Registrars and Admissions Officers (AACRAO). They shall also provide a statement of their financial situation and of the anticipated form of support for the period of graduate study.

## **Proposed Policy**

### **3.7. Admission of International Students**

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Teaching assistantships will be awarded only to students with demonstrated oral English proficiency.

When it is not possible for a student to take the required examination for reasons beyond personal convenience, the unit to which the student has applied may develop alternate ways for that particular student to demonstrate English language competence prior to admission. The Graduate Dean must approve such alternative metrics.

**Some programs may require** Applicants from other countries shall to provide a course-by-course report from one of three a professional evaluation organizations in the United States. -

~~World Education Services (WES), Educational Credential Evaluators (ECE), or the American Association of Collegiate Registrars and Admissions Officers (AACRAO). They~~

**All students** shall also provide a statement of their financial situation and of the anticipated form of support for the period of graduate study.

#### **RATIONALE**

The Office of International Student Services is changing its requirement for undergraduate applicants to only accept evaluations from the World Education Services. The proposed wording in the graduate policies deletes the three previously accepted organizations and makes the wording similar to what is accepted for the proof of English ability.

Council approved the proposed change. Both proposals will be sent to the Graduate Faculty for final review/approval.

#### VI. Non-Tenure Track Faculty with Graduate Faculty Appointments

There are three categories of faculty in the Graduate School. Tenured and tenure-track faculty are automatically members of the Graduate Faculty. Non-tenure track faculty may be appointed up to a 5 year term in the category professional/special appointment faculty. The final group consists of non-tenure track faculty whose credentials have been reviewed and approved by Graduate Council for Graduate Faculty status. In the past they have remained on Graduate Faculty without any further follow-up. Does Council wish to review this practice? A general recommendation was to include it in the post-tenure review. After a certain number of years a chair could recommend review of the faculty member by the Graduate Council.

#### VII. Dean's Report

##### Graduate School Leadership Program

The Dean and Associate Dean travelled to UMC with the UMSL student representatives to attend the Student Leadership Program. The program, consisting of 5 students from each campus, will visit each campus throughout the year. The UMSL project will be to establish a Graduate Student Advisory Group. It was suggested that a member of this group be appointed to sit on Graduate Council. This would require a change in the current policy. Council believed a student representative should not be in the meeting when the group discusses awards for fellowships.

##### Graduate School Research Fair

The fair is scheduled for Monday, April 7, from 4-6 pm and will be held in the Century Rooms and third floor rotunda of the MSC. Nomination forms and abstracts are due in the Graduate School on Monday, March 3. This year undergraduate researchers will be invited to present a poster. All posters will be divided by discipline and awards will be distributed by discipline. Sigma Xi will also present an award. Judges are needed and will be solicited once the breakdown of student posters is known. It was suggested that TAs could assist with judging undergraduate posters.

##### Strategic Plan

The plan is due next week. The group is working on three areas

- Innovative Teaching/Learning. Digital, social marketing, cyber security, cutting edge-high technology
- Scholarships. With last year's award, Alan Byrd will create transfer student awards. The Graduate School will offer I Chose UMSL awards to UMSL undergraduates who wish to pursue a graduate degree here. An announcement will go out to the Graduate Program Directors soon.
- Salaries. Last year we received nine new faculty lines and will ask for them again. We will also ask for funds to match raises on campus.

Funding from last year will also allow us to hire a corporate recruiter position. The first search failed. A committee will meet in the next few weeks to discuss the position.

The meeting ended at 2:42 p.m.

Respectfully submitted,

Mary Ellen Heckel for  
Michael Griffin, Secretary  
and Vice-Chairperson