

GRADUATE COUNCIL MINUTES
Web Version
January 28, 2016

MEMBERS:

Name	Present	Absent	Name	Present	Absent
Christina Martin (Chair)	X		Maria Kroneneburg (telephone)	X	
Diane Bandow (vtel)		X*	Riad Aisami (telephone)	X	
Rhonda Bowron	X**		Kristie Roberts-Lewis (telephone)		X
Tonya Connor (telephone)		X*	Dionne Rosser-Mims (telephone)		X*
Tammy Esteves (telephone)	X		Lynn Boyd	X	
Steve Grice		X*	Amy Spurlock	X	
Maureen Hannay (telephone)	X		Jeff Spurlock	X	
Jonathan Harrington	X				
Bill Zhong	X		Dr. Mary Anne Templeton, ex officio		X*
			Dr. Dianne Barron, ex officio	X	

X*--absent with notice **attending as proxy for member

Other attendees:

Donna Bragg (Academic Evaluation Center), Janet Gaston (CAS), Jan Oliver (COE), Ruth Busby** (COE), Robin Bynum (COE), and Vickie Edwards (CAS)

- I. Call to Order**
 Dr. Christina Martin called the meeting to order at 1:33 pm.
- II. Approval of Agenda**
 Dr. Jeff Spurlock moved to approve the agenda. Dr. Amy Spurlock seconded. The motion was approved.
- III. Approval of the November 19, 2015 meeting minutes (to include the Web Version).**
 Dr. Jonathan Harrington motioned to approve the minutes. Dr. Bill Zhong seconded. The motion was approved.
- IV. Report from the Dean of the Graduate School**

Dr. Barron welcomed the council back after the New Year. She first addressed the necessity to get all Catalog Change requests in by the February meeting. Deadline to submit information will be Friday, February 4th. If not submitted by this deadline, changes will be postponed to the 2017 – 2018 Graduate catalog. In addition, there are some open seats in the Graduate Council that need to be filled temporarily until the Faculty Senate has their election in the summer. Open seats are for College of Arts and Science – Criminal Justice, College of Business – MBA, and College of Education – MSED. Those who are ending their year on the council and would like to be re-elected need to notify their College Dean and the Faculty Senate as soon as possible.

V. Business Items

NOTE: Policy changes, curriculum changes, etc. approved by the council are effective the following academic year unless otherwise indicated

College of Arts and Sciences**1. Student #1 — Extension of Eight-Year Requirement (MSCJ)**

Master of Science in Criminal Justice student requesting an extension and has a 3.60 GPA. Dr. Christina Martin presented the student's request for an extension of the eight-year waiver. Dr. Martin advised that the College of Arts and Sciences academic review committee had reviewed the request and recommended approval of the extension until Term 5, 2016. Following a brief discussion, Dr. Bill Zhong motioned to approve the recommendation. Dr. Lynn Boyd seconded. The motion was approved.

2. Student #2 — Extension of Eight-Year Requirement (MSCJ)

Master of Science in Criminal Justice student requesting an extension and has a 3.25 GPA. Dr. Martin presented the student's request for an extension of the eight-year waiver. Dr. Martin advised that the College of Arts and Sciences academic review committee had reviewed the request and recommended approval of the extension until Term 4, 2016. Following a brief discussion, Dr. J. Spurlock motioned to approve the recommendation. Dr. Jonathan Harrington seconded. The motion was approved.

3. Student #3 — Extension of Eight-Year Requirement (MSIR)

Master of Science in International Relations student requesting an extension and has a 3.33 GPA. Dr. Jonathan Harrington presented the student's request for an extension of the eight-year waiver. Dr. Harrington advised that the College of Arts and Sciences academic review committee had reviewed the request and recommended approval of the extension until Term 1, 2017. Following a brief discussion, Dr. Amy Spurlock motioned to approve the recommendation. Dr. Harrington seconded. The motion was approved.

4. Student #4 — Extension of Eight-Year Requirement (MSIR)

Master of Science in International Relations student requesting an extension and has a 3.92 GPA. Dr. Harrington presented the student's request for an extension of the eight-year waiver. Dr. Harrington advised that the College of Arts and Sciences academic review committee had reviewed the request and recommended approval of the extension until Term 4, 2016. Following a brief discussion, Dr. Tammy Esteves motioned to approve the recommendation. Dr. Maureen Hannay seconded. The motion was approved.

5. Catalog Change for the MS in Biomedical Sciences

Janet Gaston presented the proposal from the College of Arts and Sciences that the language in the catalog for the Master of Science in Biomedical Sciences be corrected. It appeared that the research requirements were confusing to students when reading the catalog, so the language was simplified to make it clearer. Following a brief discussion, Dr. Lynn Boyd motioned to approve the recommendation. Dr. J. Spurlock seconded. The motion was approved.

6. Catalog Change for the MPA Program

Dr. Vickie Edwards presented the proposal from the College of Arts and Sciences in regards to the new admission requirements of the Master of Public Administration Program. The language change just clarified the acceptance of students from international universities. Following a brief discussion, Dr. Tammy Esteves motioned to approve the recommendation. Dr. Maureen Hannay seconded. The motion was approved.

College of Education

7. Student #5 — Extension of Eight-Year Requirement (MS.AE)

Master of Science in Adult Education student requesting an extension and has a 2.25 GPA. Dr. Jan Oliver presented the student's request for an extension of the eight-year waiver. Dr. Oliver advised that the College of Education academic review committee had reviewed the request and denied the request. They recommended the student contact the College of Education to discuss submitting a new application to the Master of Science in Adult Education program. Following a brief discussion, Dr. Ruth Busby motioned to approve the recommendation. Dr. Jeff Spurlock seconded. The motion was approved.

8. Student #6 — Extension of Eight-Year Requirement (MS.P12MUSI)

Master of Music Education student requesting an extension and has a 4.00 GPA. Dr. Robin Bynum presented the student's request for an extension of the eight-year waiver. Dr. Bynum advised that the College of Education academic review committee had reviewed the request and recommend approval of the extension until December 30, 2017. Following a brief discussion, Dr. Hannay motioned to approve the recommendation. Dr. Amy Spurlock seconded. The motion was approved.

9. Student #7 — Extension of Eight-Year Requirement (MS.MCPCMH)

Master of Science in Counseling and Psychology: Clinical Mental Health student requesting an extension and has a 3.87 GPA. Dr. Lynn Boyd presented the student's request for an extension of the eight-year waiver. Dr. Boyd advised that the College of Education academic review committee had reviewed the request and recommend approval of the extension until June 1, 2017. Following a brief discussion, Dr. Jeff Spurlock motioned to approve the recommendation. Dr. Bill Zhong seconded. The motion was approved.

10. Student #8 — Extension of Eight-Year Requirement (MS.ELEA)

Master of Science in Elementary Education student requesting an extension and has a 3.27 GPA. Dr. Ruth Busby presented the student's request for an extension of the eight-year waiver. Dr. Busby advised that the College of Education academic review committee had reviewed the request and recommend approval of the extension until July 30, 2017. Following a brief discussion, Dr. Zhong motioned to approve the recommendation. Dr. Amy Spurlock seconded. The motion was approved.

11. Student #9 — Extension of Eight-Year Requirement (MS.MCPCOMM)

Master of Science in Counseling and Psychology: Community Counseling student requesting an extension and has a 3.29 GPA. Dr. Lynn Boyd presented the student's request for an extension of the eight-year waiver. Dr. Boyd advised that the College of Education academic review committee had reviewed and denied the request. Dr. Barron suggested tabling until further information could be provided. Following a brief discussion, Dr. Zhong motioned to approve tabling the case. Dr. Busby seconded. The motion was approved.

12. Student #10 — Extension of Eight-Year Requirement (MS.MCPCOMM)

Master of Science in Counseling and Psychology: Community Counseling student requesting an extension and has a 3.00 GPA. Dr. Lynn Boyd presented the student's request for an extension of the eight-year waiver. Dr. Boyd advised that the College of Education academic review committee had reviewed the request and recommend approval of the extension until December 30, 2017. Upon further review of the case, it was unclear of the decision of the committee and the student. Therefore, Dr. Barron recommended tabling the request until further information could be provided. Following a brief discussion, Dr. Jeff Spurlock motioned to approve the recommendation. Dr. Busby seconded. The motion was approved.

13. Student #11 — Extension of Eight-Year Requirement (MS.AE.CIDNT)

Master of Science in Adult Education: Curriculum and Instruction student requesting an extension and has a 3.38 GPA. Dr. Jan Oliver presented the student's request for an extension of the eight-year waiver. Dr. Oliver advised that the College of Education academic review committee had reviewed the request and recommend approval of the extension until Term 4, 2017. Following a brief discussion, Dr. Amy Spurlock motioned to approve the recommendation. Dr. Zhong seconded. The motion was approved.

14. Catalog Changes for the COE

The following changes for the College of Education are due to changes to the Alabama State Department of Education Chapter 290-3-3 Code.

a. Background Check for Admission to Graduate Programs

Dr. Ruth Busby presented the catalog change for the College of Education in regards to admissions. By state regulations, all candidates of Master level degrees in Teaching and Instructional Support must go through a criminal history background and fingerprint check. Following a brief discussion, Dr. Bill Zhong motioned to approve the recommendation. Dr. Jeff Spurlock seconded. The motion was approved.

b. A Survey of Special Education for Teaching and Instructional Support Certification

Dr. Jan Oliver presented a catalog change for the College of Education in regards to taking a survey course. For all Master level degrees in Teaching and Instructional Support Certification, students must take a course on a Survey of Special Education, per new state regulations. Following a brief discussion, Dr. Zhong motioned to approve the recommendation. Dr. Amy Spurlock seconded. The motion was approved.

c. Minimum GPA 3.25 for all Teaching and Instructional Support Certification

Dr. Ruth Busby presented the catalog change for the College of Education in regards to the minimum course GPA requirements. Per new state regulations, all Master level Teaching and Instructional Support Certification courses, a student must earn a minimum grade point average of 3.25. Following a brief discussion, Dr. Jeff Spurlock motioned to approve the recommendation. Dr. Bill Zhong seconded. The motion was approved.

d. Traditional School Counseling – 2 Years of Work Experience for Admission

Dr. Ruth Busby presented to the council a proposal from the College of Education to change an admission requirement for the Traditional School Counseling program. Previously, the program required 2 years of work experience prior to graduating from the program. Due to changes in the state regulations, candidates to the Traditional School Counseling program are required to have 2 years of work experience prior to admission to the program. Following a brief discussion, Dr. Lynn Boyd motioned to approve the recommendation. Dr. Jeff Spurlock seconded. The motion was approved.

e. For all Alt A Programs – GPA Admission Requirement

Dr. Ruth Busby presented the proposal from the College of Education in regards to admission to any Alt A program. The minimum grade point average required for admission will be 2.75 from a Bachelor's degree and 3.0 from a Master's degree. Following a brief discussion, Dr. Bill Zhong motioned to approve the recommendation. Dr. Amy Spurlock seconded. The motion was approved.

f. Alt A Program graduating GPA

Dr. Jan Oliver presented the College of Education catalog change in regards to graduating grade point averages of Alt A candidates. The minimum grade point average a student must earn in order to graduate will be 3.25 on all courses for any Alt A program. Following a brief discussion, Dr. Amy Spurlock motioned to approve the recommendation. Dr. Jeff Spurlock seconded. The motion was approved.

g. Alt A Class A Course admission requirement

Dr. Ruth Busby presented the graduate catalog change for the College of Education for the Alt A program. Alt A candidates will be required to take the Class A course if they earned credit for a survey of special education course prior to Unconditional Admission. Following a brief discussion, Dr. Maureen Hannay motioned to approve the recommendation. Dr. Tammy Esteves seconded. The motion was approved.

h. Background Check for Admission to Ed.S. Programs

Dr. Ruth Busby presented the proposal from the College of Education for the Education Specialist program. Per new state regulations, admission to all Ed. S. Teaching and Instructional Support programs will require a criminal history background and fingerprint check. Following a brief discussion, Dr. Jeff Spurlock motioned to approve the recommendation. Dr. Amy Spurlock seconded. The motion was approved.

i. A Survey of Special Education for Ed.S. Certification

Dr. Jan Oliver presented a catalog change for the College of Education in regards to taking a survey course. For all Education Specialist degrees in Teaching and Instructional Support Certification, students must take a course on a Survey of Special Education, per new state regulations. Following a brief discussion, Dr. Boyd motioned to approve the recommendation. Dr. Bill Zhong seconded. The motion was approved.

j. Ed. S. Minimum GPA requirements

Dr. Jan Oliver presented the catalog change for the College of Education in regards to the minimum course GPA requirements for the Education Specialist. Per new state regulations, all Education Specialist Teaching and Instructional Support Certification courses, a student must earn a minimum grade point average of 3.50. Following a brief discussion, Dr. Jeff Spurlock motioned to approve the recommendation. Dr. Bill Zhong seconded. The motion was approved.

Information Items:

- 2. Letter to SACSCOC - Offering BS in Computer Science in Hanoi, Vietnam**
- 3. SACSCOC letter – changes on Covington, GA site**
- 4. SACSCOC letter – Closing of Jubail, Saudi Arabia site**
- 5. SACSCOC letter – establishing MSIR program at Pyongtek, Korea**

The meeting adjourned at 2:43 p.m. The next meeting will be held on February 18, 2016 in the Conference room of Patterson Hall (room 330) at 1:30 p.m.