Mississippi State University
Graduate Council
December 1, 2017
1:30 PM - Allen 611

Call to Order: Dr. Lara Dodds, Chair

Welcome and Introductions

Approval of minutes: October 27, 2017

Report from the Graduate School: Dr. Lori Bruce

Report from the Graduate Student Association: Holly Holladay

Old Business:

New Business:

1. Undergraduate Enrollment in Graduate Courses – Dr. Bruce
2. Proposal for Accelerated Program in Forestry – Dr. Ian Munn

Adjourn
I. The October 27, 2017, meeting of the Graduate Council of Mississippi State University was called to order by Chair Lara Dodds at 1:30 PM in Room 611 of Allen Hall.

II. Dodds asked for approval of the minutes from the September 29, 2017, meeting. Russell Carr moved to approve and Dan Reynolds seconded. The motion carried unanimously.

III. Report from University Committee on Courses and Curricula (UCCC): Dana Franz

- **Name Change for MS and PhD in Human Development and Family Studies - Representative: Dr. Julie Parker**
  Prior to the name change being brought forward for discussion, Franz announced to the Council that UCCC is in the process of streamlining the submission processes to make it easier and friendlier. After the announcement, Franz brought forward the name change for both MS and PhD in Human Development and Family Studies. She stated they propose to change the name of the major from Human Development and Family Studies to Human Development and Family Science. This will make the name of the major consistent with a nationwide trend in their discipline and to align the name of the graduate major with the new name of their undergraduate major. Dodds asked for a motion to approve. Franz moved to approve, Ashli Brown-Johnson seconded. The motion carried unanimously.

- **Addition of MS in Early Intervention and Addition of Distance Education to MS in Early Intervention (Campus 5) - Representative: Dr. Julie Parker**
  Franz brought forth discussion for the Master of Science degree in Early Intervention and Addition of Distance Education to MS in Early Intervention. It is framed by developmental, ecological, and family systems theories and evidence-based practices that emphasize the interactive nature of child development. The program will produce personnel with highly specialized skills and knowledge about critical assessment, intervention, and instructional programming, addressing the unique needs of infants, toddlers, and preschool children with disabilities or at-risk conditions and their families. The program will draw upon a range of approaches that acknowledge the central role of the family in a child’s life with services provided in natural environments, i.e., home and community-based settings. Dodds asked for a motion to approve. Franz moved to approve, Ashli Brown-Johnson seconded. The motion carried unanimously.
**Modification of MS and PhD in Biomedical Engineering - Representative: Steve Elder**

Franz brought forward for discussion the Modification of MS and PhD in Biomedical Engineering. Franz stated the proposal replaces the required course ABE 8511 Journal Review in Biomedical Engineering with a new course, ABE 8621 Fundamentals of Biomedical Engineering Research. Due to the wide range of thesis topics, ABE 8511 cannot be taught as it was envisioned. In addition to covering the basics of literature review, ABE 8621 is designed to overcome consistently observed deficiencies in student preparation for laboratory research. Dodds asked for a motion to approve. Franz moved to approve, Rebecca Robichaux-Davis seconded. The motion carried unanimously.

IV. Report from the Graduate School: Dr. Lori Bruce

Dr. Bruce reported the following:

- The Graduate Recruitment Grants and awarding of fellowships have been finalized. Dr. Bruce announced 23 departments submitted proposals and 17 departments were able to be funded. The total funding request was approximately $450,000; $265,000 was funded. In addition, 90 fellowships and $45,000 in graduate recruitment grants were funded.
- The Graduate School has been working with UR on promotional materials with information about graduate school and graduate education.
- This fall staff from the office have attended 17 graduate fairs including the one hosted with Career Services on MSU campus.
- Dr. Bruce provided a quick overview discussing the restructure and reorganization that has been made to the catalog to help in making it easier to find information.

V. Report from the Graduate Student Association (GSA): Holly Holladay

Holly reported:

- Holly announced their next social will be held November 30th.
- The GSA is currently working on the Research Symposium that will be held February 17, 2018.

VI. Old Business:

1. Subcommittee on Graduate Catalog Policies and Procedures –

   Dodds stated that at the last Council meeting the decision was made to create a subcommittee on Policies and Procedure. She provided a handout summarizing the charge for the subcommittee and is stated below:

   **Charge for Subcommittee on Policies and Procedures**

   - Review the current Graduate Catalog
   - Identify items in the Catalog that are “policy” (i.e. have previously been voted on by the Graduate Council)
   - Identify items in the Catalog that are potentially policy (items that may not have been voted on by the Graduate Council, but that can reasonably be expected to the responsibility of the Council as representatives of the Graduate Faculty)
   - Identify items in the Catalog that are “procedure” (i.e. items that are technical and/or procedural in nature)
   - Articulate a principle for delineating “policy” from “procedure” in order to facilitate future decision-making by the Council and the Office of the Graduate School
Dodds asked for two additional voting members from Council to serve on the subcommittee along with Rebecca Robichaux-Davis and Peter Ryan; Joel Collier and Dan Reynolds agreed to serve and Robichaux-Davis agreed to serve as Chair.

VII. Announcements:
• Dr. Bruce congratulated the Graduate Student Association on a job well done.
• Dr. Ryan announced there may be potential changes coming from IHL regarding appendices.
• Dr. Bruce introduced to Council two new staff members of The Graduate School: Brad Moreland, Graduate Programs Assistant, who replaces Kathy Griffin’s position and Erica Waldman, Graduate Programs Manager, who will replace Pam Sullivan’s position when Pam retires in December.

VIII. Dodds announced the next Graduate Council meeting will be December 1st. There being no further business, the meeting adjourned at 2:15 PM.
Proposal for adding an Accelerated Program, i.e. Bachelor's/Master's combined degree program. This proposal should be completed in its entirety and support letters attached before submitting to the Office of the Graduate School, Mail Stop 9703, 617 Allen Hall, Phone: 662-325-7400.

College: College of Forest Resources
Department: Forestry
Major: Forestry
Concentration: Forestry
Contact Person: Dr. Andrew Ezell
E-mail: a.w.ezell@msstate.edu
Mail Stop: 9681
Date Initiated: November 15, 2017
Effective Date: November 15, 2017

PROPOSED Accelerated Degree Description

1. Department Information:
   Department Head: Dr. Andrew Ezell
   Graduate Coordinator: Dr. Andrew Ezell
   Department contact information: Dr. Andrew Ezell, 5-1688
                                 Amber Hamer, 5-2949

2. Graduate Catalog Accelerated Degree Description:

   e.g. Highly qualified undergraduates in the Department of XXX are encouraged to consider applying to the Accelerated Program. This program permits students to earn up to X hours of graduate level coursework during their final year of undergraduate studies. Student take graduate level courses and earn both
undergraduate credit and graduate credit simultaneously. Students need to consult with a potential graduate advisor to ensure graduate credit could be applied to a Program of Study for the graduate degree. Application to this program may be made as early as the end of the junior year (i.e., after completion of 90 or more hours of graded undergraduate courses). Student interested in applying to the Accelerated Program should contact the Department's Graduate Coordinator, Dr. XXX for more details.

Highly qualified undergraduates in the Department of Forestry are encouraged to consider applying to the Accelerated Program. This program permits students to earn up to 9 hours of graduate level coursework during their final year of undergraduate studies. Students take graduate level courses and earn both undergraduate credit and graduate credit simultaneously. Students need to consult with a potential graduate advisor to ensure graduate credit could be applied to a Program of Study for the graduate degree. Application to this program may be made as early as the end of the junior year (i.e., after completion of 60 more hours of graded undergraduate courses). Students interested in applying to the Accelerated Program should contact the Department's Graduate Coordinator, Dr. Andrew Ezell for more details.
3. **Departmental requirements for entrance to the accelerated program:**

This section should state Departmental Requirements (if any) that are above and beyond the University minimum requirements which are

- a GPA of 3.50 or higher on a 4.00 system for all undergraduate work, and
- a minimum of 60 hours toward a Bachelor's degree.

**Example Departmental Requirements**

- completion of course XXX
- a statement of professional interests and goals from the applicant

If the department has no additional requirements beyond the University minimum, simply state "no requirements beyond University requirements" in this section.

None
4. Standard guidelines from the Graduate Council to be included in the catalog (not to be altered by the proposing department):

For students enrolled in an Accelerated Program (i.e. Bachelor's/Master's combined degree program), the MSU Graduate Council has established these guidelines in cooperation with the Registrar's office:

Once the student is accepted into the accelerated program, the student and the advisor may select up to nine hours that will satisfy both undergraduate and graduate requirements. These courses may be split level (i.e. split 4000-6000 level) or 8000 level classes. The student should take the courses for graduate credit (i.e. 6000-level or higher). The combination of undergraduate and graduate credit hours may not exceed 15 hours within a semester.

The student should use the Undergraduate Enrollment in Accelerated Degree Program form to (i) receive from the Office of the Graduate School a level override that enables the student's enrollment in the graduate course(s) and (ii) activate a process with the Registrar's office to obtain both undergraduate and graduate credit for the course. After successfully completing the graduate-level class(s), the Registrar will grant credit for the undergraduate course and give the same grade as received for the graduate course. For the case of a split-level class, the transcript will show credit for both 4000-and 6000-level on the transcript. In the case of an 8000 level class, a special topics undergraduate course of the same title will be entered on the transcript to allow dual credit.

Students are permitted to opt out of the accelerated program at any time, at which point they would complete only the undergraduate portion of the program. No additional dual counting of courses would occur after the student opted out of the accelerated degree program.

Students are expected to apply to the graduate degree program during the last semester in which they are enrolled in the Bachelor's program. Application to the graduate degree program would be made through the standard application process via the Office of the Graduate School. Students will receive the Bachelor's degree once the requirements for the Bachelor's degree are met. Students will be required to complete all of the requirements for both the Bachelor's and graduate degrees in order to receive both degrees and those requirements will be identical to the requirements for students enrolled in traditional Bachelor's and graduate degree programs. Students will be classified as undergraduates until they fulfill all the requirements for the undergraduate degree. At that time, upon admission to graduate school, they will be classified as graduate students and will be subject to all the guidelines pertaining to the graduate degree.
5. Support letters required (Please attach)
   a. Department curriculum committee
   b. Department head/chair

Approved: 

Department Head

Dean of College or School

Chair, Graduate Council

Dean of the Graduate School

Provost

Date: 

11/27/17

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