Graduate Council  
Mississippi State University

Number:  8  
Date:  April 1, 2005  


Absent: T. Chamblee, G. Dunaway, C. Forde, P. Sullivan, R. Taylor

Guests: Pattye Archer, Deborah Lee, June Schmidt, Ginger Williams

1. Dr. Tom Hosie called the meeting to order at 1:30 p.m. in the Instructional Media Center (IMC) on the first floor of the Mitchell Memorial Library.

2. Dr. Hosie introduced Dean Frances Coleman and some of her staff members to provide an overview of services provided by the library regarding graduate education. Some related concerns were presented as well.

Ms. Ginger Williams spoke to the Council about concerns of access levels for electronically submitted theses/dissertations. Dean Coleman noted a lot of universities are accepting electronic theses.

Dr. Collin Scanes noted some departments allow theses/dissertations in chapter format. A discussion was held recently with the Faculty Research Advisory Council noting that some departments allow this but not others. It makes sense for publication purposes. It is not well known that this can be done.

Discussion followed:

Dean Coleman suggested meeting with the Graduate Coordinators regarding this issue.

Ms. Deborah Lee spoke to the Council on the different workshops offered for graduate students by the library.

Ms. Pattye Archer discussed services offered to graduate students at the Instructional Media Center and gave a tour of the Instructional Media Center Lab to the Council.

3. Dr. Hosie noted the February 25, 2005 minutes states Mr. Butch Stokes would be invited to the April 1, 2005, Graduate Council meeting to discuss the transfer of
Dr. Hosie noted he spoke with Mr. Stokes and was informed there is no transfer of military credit at the graduate level at this time.

Dr. Hosie asked Council members to review the February 25, 2005, minutes: Dr. Wise motioned and Dr. Boyle seconded to accept the minutes with the following modification:

Page 3, Item 7a, 1st Paragraph: A letter dated August 28, 1997, to Dr. Koshel from the Department of Political Science was found specifying that Political Science would accept nine hours of graduate credit from ACE.

Motion passed with no abstentions.

4. Report from University Committee on Courses and Curricula (UCCC)

1. Master of Science in Computer Science (Program Modification)

Dr. Susan Bridges presented the following changes to the Master of Science in computer science:

♦ The course CSE 8211 Seminar II will no longer be a part of the curriculum.
♦ The name of the course CSE 8011 Seminar I will be changed to CSE 801 Seminar.
♦ The number of hours of course work required for the degree is changed from 26 to 25.

Discussion followed:

Dr. Hosie noted the Doctoral Program of Study states: “The course work will consist of not less than forty-three credit hours of applicable course work exclusive of thesis project, and dissertation.” This statement is not included in the Master’s Program of Study.

The Master of Science Program of Study states: “All students must complete a minimum of twenty-five hours. The program of study must include CSE 801 Seminar.”

Dr. Hosie noted the statement “exclusive of thesis” should be added after twenty-five hours.

Ms. Rita Burrell noted the section for the non-thesis option of the master’s program, states: “complete three additional courses (nine credit hours) in his/her area of interest; insuring that at least half of the courses in the program of study are at the full graduate level (numbered 8000 or 9000).” This should be changed from at least half to fifteen hours.
2. **Doctor of Philosophy in Computer Science (Program Modification)**

Dr. Bridges presented the following changes to the Doctor of Philosophy in Computer Science:

- The course CSE 8021 Seminar II will no longer be a part of the curriculum.
- The name of the course CSE 8011 Seminar I will be changed to CSE 8011 Seminar.
- The number of hours of course work required for the degree is changed from 44 to 43.

Dr. Boyle made the motion to accept the program modifications for the Master of Science and Doctor of Philosophy in Computer Science with the requested changes; Dr. Wise seconded the motion.

Motion passed with no abstentions.

5. **Report from Graduate Studies**

- Dr. William Person submitted the following report to the Council:

1. Dr. Person asked those in attendance to encourage their graduate students to attend the Research Symposium Reception and Lecture on Thursday, April 7, 2005, at McCool Auditorium at 6:30 p.m. Dr. Noel Polk, Professor of English and editor of the Mississippi Quarterly, will serve as speaker. This part of the Research Symposium is sponsored by the Office of the Vice President for Research and Graduate Studies.

2. Preliminary results of the research ethics survey have been summarized; Dr. Person will forward an electronic copy of these results to Dr. Scanes and Ms. Tracy Arwood. A second request was sent out this week and additional responses have been received. Twenty-seven programs have responded thus far.

3. We have received a total of 24 nominations for outstanding graduate assistant recognition (8 Teaching; 12 Research; and 4 Service). Dr. Carol Lehman has agreed to chair the Teaching Assistant Awards Committee; Dr. Dwayne Wise, the Research Assistant Awards Committee; and Dr. Laura Crittenden, the Service Assistant Awards Committee.
4. A total of 24 individuals attended the Graduate Coordinator’s Meeting on Wednesday, March 23rd at 3:00 p.m. in the Swalm Auditorium. Information packets were passed to those in attendance. A copy of the information packet was forwarded to those not in attendance. A copy was also sent to academic deans, associate deans, and those members of the Graduate Council who are not Graduate Coordinators. We are planning to develop a Graduate Coordinators’ Handbook this fall.

5. A total of 431 students have applied for May graduation: 350 Masters, 17 Educational Specialist, and 64 Doctoral.

6. Mr. Tony Claudino, Fulbright Student Outreach, at the Institute of International Education will visit MSU on April 12, 2005. Mr. Claudino will visit with the students, and Ms. Karen Watts will visit with the faculty. We would like to have an ongoing, updated list of all faculty members who have held Fulbright Fellowships.

7. Dr. Sylvia Byrd (chair), Dr. Lou D’Abramo, and Dr. Ron Taylor served on an academic appeals subcommittee. The committee is reviewing the appeal of academic status of a student in the College of Engineering.

8. With the support of the Vice President for Research, the Office of Graduate Studies has hired a new full time administrative assistant, Ms. Linda Bonner, effective April 11, 2005.

6. Report from Graduate Student Association

♦ Ms. Lakiesha Claude, President of the Graduate Student Association, presented the following report to the Council:

a. The 3rd Annual GSA Research Symposium will be held on April 8, 2005, in the Wise Center. There are 94 participants: the poster presentations will be from 8 a.m. to 12 p.m. and the oral presentations will be from 8 a.m. to 5 p.m.

b. A kickoff event for the Research Symposium will be held on April 7, 2005, at 6:30 p.m. in McCool 125. Dr. Noel Polk will be the guest speaker.

c. The GSA Annual Awards Banquet will be held on April 20, 2005, at 6:00 p.m. in the Leo Seal M-Club.
7. Old Business

- Transfer of Credit through the American Council on Education

Ms. Rita Burrell noted her along with Dr. Hosie, Dr. Person, Mr. Stokes, and Ms. Nobles met with Ms. Prescott following the last Graduate Council meeting.

During this meeting, Ms. Prescott stated MSU would not accept those hours from the National Certified Boards for teachers. The four Meridian students who are affected have already enrolled in the proper number of hours to bring them up to the required number of hours for graduation. They will be required to enroll in directed individual study or special topics hours on campus and receive credit through MSU and then apply for May graduation.

Ms. Burrell noted she did communicate to Dean Oldham to visit with Political Science about this.

Discussion followed:

Ms. Burrell noted we should include a statement in the Graduate Bulletin in reference to transfer credit, stating that we do not accept ACE credit.

8. New Business

a. Proposed Modification of Graduate Faculty Membership (page 233, Graduate Bulletin 2004-2005) – Dr. Lora Ballweber

Dr. Lora Ballweber noted a rank was left out on the Graduate Faculty Membership and that is clinical professor.

Dr. Ballweber asked that Clinical Professor be inserted into the membership qualifications. The following change should be made:

“hold academic rank of Assistant Professor or higher, or Research/Extension/Clinical rank of Assistant Research Professor/Assistant Extension/Assistant Clinical Professor or higher at Mississippi State University.”

Motion was made by Dr. Ballweber and seconded by Dr. D’Abramo to accept the modifications.

Motion passed with no abstentions.
b. Clarification of Graduate policy regarding minor course work

Dr. Gilbert noted he was asked by the Registrar’s Office to address minor course work at the undergraduate and graduate level to be included in an AOP; he wrote a generic statement that would apply to both undergraduate and graduate. Dr. Gilbert noted his proposal would state that all minors currently in place, as well as new minors, would have to go before the UCCC for approval to create uniformity on minors. None have been approved; all are at the department level and being operated independently by departments. No rules exist.

Discussion followed:

Dr. Byrd noted the current definition of a minor can become problematic if a student wants to get a minor in the same department of their major.

The following change to the definition of a minor was proposed:

“A block of current course work completed at Mississippi State University in a program or approved concentration other than the major program and must be approved for master’s, educational specialist, or doctoral programs as listed …”

Dr. Reynolds motioned to accept the new definition of a minor; Dr. D’Abramo seconded the motion. Motion passed with no abstentions.

The Council answered the following questions:

(1). Can minors be awarded in same program as major?

No

(2). Can MSU award a minor when all minor course work has been completed at another institution (no coursework done here)?

No

(3). Should a minor be awarded using course work from a previous degree?

No

Should the course work be current, within the 6/8 year time limit for degree?
Yes

(4). Should course work for a minor be in a single area (program or approved concentration)? Ex: 12 hours in English

No

(5). Can a core course, such as statistics, be used to satisfy a minor requirement?

Yes

Can the course be used in the major as well as the minor?

Yes

(6). Can an adjunct MSU graduate faculty member from another institution serve as minor committee member?

Yes

(7). If minor area is interdisciplinary, should courses used be cross listed? Ex: FST 6583/PSS 6583 Food Preservation Technology

Not Required.

Meeting adjourned at 3:38 p.m.