Graduate Council

Number: 9

Date: May 14, 2004


Absent: F. Coleman, G. Dunaway, E. Milam, D. Wolfe.

1. Dr. Tom Hosie, Chair of the Graduate Council, called the meeting to order at 1:30 p.m. in Room 611 Allen.

2. Dr. John Boyle noted correction to the April 23, 2004, minutes. (Page 3, Item 6a).
   Dr. Boyle has received input from the academic deans, Dr. Hosie, as well as Dean of Students, Mr. Mike White. Dr. Hosie noted the policy has been sent to the Dean’s Council. On a motion by Dr. Boyle and second by Dr. Larry Barrow, the Council approved the April 23, 2004, minutes with corrections.

3. Report from University Committee on Courses and Curricula (UCCC)
   a. Master of Science in Geosciences (Tabled from March 27, 2004, meeting of the Graduate Council). Per email from Dr. Mark Binkley, the Department of Geosciences has decided not to proceed with a concentration in GIS at the graduate level; instead, the department has submitted a request for a concentration at the undergraduate level. Dr. Binkley has submitted a new catalog description to Dr. Jerry Gilbert, through Dr. Keith Belli, for this new concentration. Dr. Hosie asked Dr. William A. Person to correspond with Dr. Binkley regarding the submission of the course approval.
   b. Dr. Barrow, Director of Graduate Programs, College of Architecture, addressed the Council regarding the proposed program modification for the Master of Science in Architecture

      Master of Science in Architecture proposed changes: Thesis Tract: Require 30 credit hours, inclusive of 24 graduate level course hours and six credit hours of Research Thesis, and a comprehensive examination. Non-Thesis Tract: Require 33 graduate level course hours, which includes three credit hours of independent study for production of a professional paper or research project and a comprehensive examination. Additional minor rewording of the degree description was proposed as well (i.e. – school → college). Add “sustainability” and “manufacturing” as the college increases to integrate life-cycle issues and automated technology (CADCAM) as a core component of the teaching and research agenda as a component of the Design and Technology Emphasis Area.

      Discussion followed. Dr. Hosie made the motion to approve the program modification. Dr. Dwayne Wise seconded the motion to accept the Master of Science in Architecture program modification. There was no discussion. Motion carried.
c. Dr. Hosie represented the Department of Counseling, Educational Psychology and Special Education regarding the proposed program modification for the College/Postsecondary Student Counseling and Personnel and the Counselor Education College Counseling Emphasis.

College/Postsecondary Student Counseling and Personnel
Modification of the proposed curriculum is necessary to meet changes in the Council for Accreditation of Counseling and Related Educational Programs (CACREP) Standards for Doctoral Programs in Counselor Education and Supervision. Modifications include the addition of two new courses and the modification of two existing courses. Additions to the doctoral curriculum will increase the number of hours by three.

Counselor Education/Student Counseling and Guidance
Modification of the proposed curriculum is necessary to meet changes in the CACREP Standards. Changes in the Ph.D. with an emphasis in Counselor Education were last made early in 1990 to meet CACREP Standards in place when the doctoral programs were reaccredited. With the institution of new standards in 2001, changes to the content and organization of the doctor of philosophy program were necessary.

Dr. Hosie requested the Council review the two programs. There are two Ph.D. C.I.P. codes in the department to reflect the programs. Dr. Dwight Hare noted that EDF 8318 should be changed to EDF 9313 – Philosophy of Education. Discussion followed. Dr. Boyle requested clarification regarding two separate programs. Dr. Hosie explained these programs involve two separate C.I.P.s. Dr. Boyle made the motion to accept the College/Postsecondary Student Counseling and Personnel and the Counselor Education/Student Counseling and Guidance program modifications. Dr. Sylvia Byrd seconded the motion. Dr. Hosie proposed a change in the Graduate Bulletin description to read: (1) a M.S. degree with concentration in school counseling, college counseling, student affairs, community counseling, and rehabilitation. There was no further discussion. Motion carried.

d. Counselor Education College Counseling Emphasis
The College Counseling emphasis will change from a 48-hour program to a 60-hour program. The name of the “Student Affairs Practice in Higher Education-College Counseling” emphasis within the Counselor Education Program at MSU will change to the “College Counseling” emphasis.

Discussion followed. The counseling master’s program is a one-degree program with five emphasis areas; school counseling, college counseling, student affairs, community counseling, and rehabilitation counseling. Dr. Lou D’Abramo made the motion to accept the Counselor Education College Counseling Emphasis program modification. Dr. Sylvia Byrd seconded the motion. There was no discussion. Motion carried.

4. Report from Graduate Studies

a. Dr. William A. Person announced that an email memorandum would be sent to the voting members of the Council to confirm nominees for Chair and Vice-Chair for 2004-2005.
b. The Graduate Student Association transitional meeting with the 2003-2004/2004-2005 officers will be held in June 2004. With the acquisition of additional space for the Office of Graduate Studies, GSA will have established office space.

c. A memorandum will be sent to the Academic Department Heads, Directors, and Graduate Coordinators asking for assistance in directing students to appropriate advisors for class scheduling and issuance of RAC numbers.

d. The number of graduate degrees awarded for Spring 2004: 281 at the Master’s level; 16 at the Education Specialist level; and 33 at the doctoral level. We will not make the 100 doctoral graduates required this academic year for SREB Level I status. MSU awarded 85 doctoral degrees for the 2003-2004 academic year.

5. Report from the Graduate Student Association

a. Kori Brabham announced the officers for the 2004-2005 academic year as follows: Lakiesha Claude, President – Ph.D. student in Biomedical Engineering; Erich Bergiel, Vice-President – Ph.D. student in Business Administration; Robyn Conerly, Secretary – M.S. student in Instructional Systems, Leadership, and Workforce Development; Danielle Poche, Treasurer – M.S./MBA student in Business Administration.

b. Dr. Hosie commended Kori for her success as president for the 2003-2004 academic year.

6. Old Business

a. Dr. Boyle gave the committee report referring to the handout in the previous minutes regarding proposed changes to the Graduate Bulletin. Dr. Boyle directed the Council to page 26-27 in the 2003-2004 Graduate Studies Bulletin.

“Undergraduate Enrollment in Graduate Courses: An undergraduate student at MSU who has 12 or fewer hours of undergraduate credit remaining to complete the requirement for the undergraduate degree may seek approval for enrolling in courses for graduate credit in the semester or term he/she is graduating. The undergraduate student should meet the grade point average requirement for regular admission to graduate study. Prior to enrollment, the Head of the Department of the undergraduate student’s major must seek approval of the college dean by written request endorsed by the instructor or appropriate administrator of the unit in which graduate courses are to be taken. The maximum load of enrollment will conform to policies for a graduate student’s load.”

The proposed revision submitted to the Council: “An undergraduate student may take up to nine (9) graduate credit hours. The combination of undergraduate and graduate credit hours may not exceed 13 hours.”

Discussion followed. Dr. Dwayne Wise moved to accept the change as proposed. There was no further discussion. Motion carried.
b. Graduate Committee, (page 39, Graduate Studies Bulletin).

“Each student’s course of study and research is directed by a committee of graduate faculty called a Graduate Committee. A Graduate Committee must contain at least three members all of whom must be members of the Graduate Faculty. The committee is composed of the major professor and two committee members, one of whom may be a minor professor.”

The proposed revision submitted to the Council:
“Allow programs that allow no variation from a required program to not have committees (e.g. MBA, Counselor Education).

Discussion followed. Dr. D’Abramo proposed the following revision in the committee’s recommendation to read as follows:
“Non-thesis Programs with no variation in course content and/or with standardized examinations are not required to have committees.” Discussion followed.

Dr. D’Abramo made the motion to accept the statement. Dr. Wise seconded the motion. There was further discussion. Eleven members voted to accept the motion. Two members voted no; there were no abstentions. Motion carried.

Dr. Byrd asked for clarification in the “no variation in course content.” The Council agreed to revote with the corrected wording as follows: “Non-thesis Programs with no variation in program of study and/or with standardized examinations are not required to have committees.” Eleven members voted to accept the motion, two members voted no. There were no abstentions. Motion carried.


“A final examination is required of all degree candidates. M.A. and M.S. candidates may be required to take an oral examination, a written examination, or both. Non-thesis degree candidates must take a written or oral comprehensive examination, or both, and must register for this examination with the Coordinator of Graduate Study for the major department. This examination should show three things: (1) the candidate’s thorough familiarity with the literature in the field of major interest; (2) the relation of the special subject to allied subjects; and (3) the level of general knowledge and training, including the use of oral and written English. A student must be enrolled during the semester in which the exam is administered, must have a 3.0 GPA and must be within 6 hours of completing the course work.”

The proposed revision submitted to the Council:
“Allow programs that allow no variation from a required program to not require examinations.”
Discussion followed. Dr. Hosie stated the revision should read comprehensive examination. Discussion followed. Dr. Hosie questioned whether this should be a matter of final exam versus comprehensive exam. Discussion followed. The Council did not vote on the proposed change.

d. Time Limit (page39-40, Graduate Studies Bulletin) – Master’s Degree Programs

“The time limit on credits earned that can be accepted toward fulfilling the requirements for a degree is six years.”

Page 45 – Educational Specialist Degree – Time Limit: “After the student begins the Educational Specialist program, he/she must complete the program within six years.”

Page 47 – Doctor of Philosophy – Time Limit: “After the student begins the doctoral program, he/she must complete the program within a period of eight years.”

Page 50 – Doctor of Education – Time Limit: “After the student begins the doctoral program, he/she must complete the program within a period of eight years.”

The proposed revision submitted to the Council:
“Produce a form requiring the signature of the Major Professor, Graduate Coordinator, and Dean. Allow only one-year extensions and allow only two extensions.”

The master’s time limit is six (6) years; the Ph.D. time limit is eight (8) years. Discussion followed. Dr. Person suggested the Registrar “flag” students who have reached their respective six and eight year time limit. Dr. Hare suggested the alert be placed in the fifth and seventh year, respectively. Dr. Boyle suggested the Council express concern regarding the granting of exceptions to the Provost for Academic Affairs and the Vice President for Research. Dr. Hosie and Dr. Person will draft a document for the Council to review in the Fall 2004 session.

Dr. Hosie expressed his appreciation to the committee.

7. New Business

None

Meeting adjourned at 3:00 p.m.