Graduate Council Meeting  
November 30, 2010  
11:00 a.m.  
MCC Executive Boardroom

**Council Members:** Dr. Jennifer Dennis  Dr. Mary Dzindolet  Dr. Jim Hawkins  
Dr. Marge Kingsley  Dr. Ken Masters  Dr. Terry Paridon  
Dr. Lynda Robinson  Dr. Michelle Smith  
Kevin Akers, Student Rep.  
Mrs. Zoe DuRant (ex officio, non-voting)  
Ms. Claudia Edwards (ex officio, non-voting)  
Mrs. Bernadette Lonzanida (ex officio, non-voting)  
Ms. Linda Phillips

**Co-Chairs:** Dean Buddy Odom  Dean Ronna Vanderslice

**MINUTES**

**Members Present:** Dean Ronna Vanderslice, Dr. Buddy Odom, Dr. Jennifer Dennis, Dr. Mary Dzindolet, Dr. Jim Hawkins, Dr. Ken Masters, Dr. Terry Paridon, Dr. Lynda Robinson, Dr. Michelle Smith, Mr. Kevin Akers, Mrs. Zoe DuRant, Ms. Linda Phillips, Ms. Claudia Edwards

I. Dean Vanderslice called the meeting to order at 11:02 a.m.

II. Dr. Robinson moved to approve the minutes of the October 26, 2010 meeting. Dr. Dennis seconded; motion carried.

III. Business

A. Old Business
   1. Dr. Vanderslice explained that the graduate catalog is online and requested that members review it for correctness.
   2. Second Master’s Degree policy - Dr. McArthur will act after psychology program changes are sent to the Regents.
   3. Psychology program and course modifications - Submitted to Dr. McArthur’s office.
   4. Incomplete grade policy - Sent to Dr. McArthur - No updates.
   5. Graduate faculty requirements - Sent to Dr. McArthur - No updates.
   6. Minutes posted online through AggieAccess under the “Governance” tab. Minutes will no longer be distributed at the council meetings.

B. New Business
   1. The Department of Education submitted a request for a program modification for admission to the Master of Education in Education (program code 650 only). “To be admitted to a graduate program in the Department of Education, the applicant should hold a bachelor’s degree in education, hold a teaching license, or should have passed the Oklahoma General Education Test (OGET) and the Oklahoma Subject Area Test (OSAT).” Dr. Masters moved to approve with the change of the word “should” to “must.” Dr. Dennis seconded. Motion carried.
2. The Department of Education submitted a request to modify the course description and prerequisites for EDUC 5766: Internship in the Elementary School. The following information would be added to the course description: “Student must be admitted to the M.Ed. program and pass the Oklahoma Subject Area Test (OSAT) in the area in which he/she will complete the internship. PREREQUISITES: EDUC 5713 AND EDUC 5073.” Dr. Paridon moved to accept; Mr. Akers seconded. Motion was approved.

3. The Department of Education submitted a request to modify the course description and prerequisites for EDUC 5776: Internship in the Secondary School. The following information would be added to the course description: “Student must be admitted to the M.Ed. program and pass the Oklahoma Subject Area Test (OSAT) in the area in which he/she will complete the internship. PREREQUISITES: EDUC 5713 AND EDUC 5073.” Dr. Paridon moved to accept; Mr. Akers seconded. Motion was approved.

4. The Department of Education submitted a request to modify the course description and prerequisites for EDUC 5756: Internship in the Senior High School. The following information would be added to the course description: “Student must be admitted to the M.Ed. program and pass the Oklahoma Subject Area Test (OSAT) in the area in which he/she will complete the internship. PREREQUISITES: EDUC 5713 AND EDUC 5073.” Mr. Akers moved to accept; Dr. Dzindolet seconded. Motion was approved.

5. The Department of Education submitted a request to modify the course title, description, and prerequisites for EDUC 5746: Internship in the Junior High School. The title would change to Internship in the Middle School. The following information would be added to the course description: “Student must be admitted to the M.Ed. program and pass the Oklahoma Subject Area Test (OSAT) in the area in which he/she will complete the internship. PREREQUISITES: EDUC 5713 AND EDUC 5073.” Mr. Akers moved to accept; Dr. Robinson seconded. Motion was approved.

6. The School of Business requested approval of Dr. Mike Estep as temporary graduate faculty. Dr. Masters moved to approve; Dr. Robinson seconded. Motion carried.

IV. Kevin Akers announced that this was his last meeting. Another student representative will be appointed in the spring.

V. Next meeting: January 5, 2011 at 11:00 a.m. in the MCC Executive Board Room (if necessary)

VI. Meeting was adjourned at 11:35 a.m.