Graduate Council Meeting Minutes
October 28, 2009 11:00 a.m.
CETES Conference Room B
(Approved)

Council Co-Chairs Present: Dr. Buddy Odom, Dr. Ronna Vanderslice

Council Members Present: Ms. Rosalyn Cash, Dr. Jennifer Dennis, Ms. Claudia Edwards, Dr. Jim Hawkins, Ms. Bernadette Lonzanida, Ms. Linda Phillips, Dr. Lynda Robinson, Dr. Ali Soylu, Dr. Michelle Smith, Ms. Zoe DuRant

Guests present: Dr. Ric Jerez

Council Members Absent: Dr. Marge Kingsley, Dr. Ken Masters, Dr. Lawrence Weinstein

Proceedings:

The meeting was called to order by Co-Chair, Dr. Ronna Vanderslice at 11:00 am.

Dr. Jennifer Dennis moved to accept the minutes from the September 30, 2009 meeting with one minor correction; Dr. Soylu seconded the motion. The motion carried.

Old Business:

1. Second Master’s Degree policy – recommendation sent to Dr. McArthur- no updates

2. Admission Terminology Change – sent to Dr. McArthur – no updates

3. English Proficiency Policy – sent to Dr. McArthur – no updates

4. Graduate catalog – Claudia and Bernadette are working on revisions to the catalog.

5. Request to delete 2 options and add 3 options in the Psychology Master’s Degree:
   Psychology submitted a request to change the options in their Master’s Degree program. The Psychology Department wants to delete the “Alternate” and Psychology” options and add a “General Psychology” option, a “Counseling (LPC)” option and a “Marriage and Family Therapy” option. There was also a question about whether or not students would be at a disadvantage since the Veteran’s Administration will not pay for courses once the degree is granted. For licensure, some majors would have to take courses beyond the graduation requirements. Dr. Jerez noted that students just hold off graduating until they have all their courses and that this hasn’t been a problem in the past. Dr. Dennis noted that the Education Department had a similar problem and similar solution with their CamStep program which is no longer being offered. Ms. Edwards asked about course number changes. Dr. Jerez noted that he had purposely not re-used course numbers. At the request of Dr. Weinstein (Department Chair), old courses no longer being taught would still remain on the books. Dr.
Robinson moved to accept the deletions/additions of options to the Psychology Master’s Degree and Dr. Hawkins seconded the motion. Motion carried.

6. Request to modify PSY 5703: Individual and Group Counseling -- Dr. Jerez commented that he had taught this course and there was just too much material to cover in one semester. He checked with other Universities and every one he checked with had separated this into 2 courses. Dr. Hawkins moved to accept the change to Individual Counseling and Dr. Dennis seconded the motion. Motion carried.

7. Request to add PSY 5713: this is the new Group Counseling course -- Dr. Dennis moved to add the course and Dr. Robinson seconded the motion. Motion carried.

8. Request to modify PSY 5743: Clinical Practicum -- Dr. Jerez noted that there had been some problems due to lack of preparation of those took the course and what actually happened during the course. The modification would be to have 2 Practica with this being the first, Clinical Practicum I. This Practicum would have more supervision than in the past with videotaping and overview by a licensed supervisor and an approval process before anyone was allowed to enroll in this course. Dr. Dennis moved to modify the course and Dr. Smith seconded the motion. Motion carried.

9. Request to add PSY 5033: Basic Counseling Skills -- If there is going to be a counseling option, this course is a necessity. Dr. Robinson moved to accept the addition and Dr. Smith seconded the motion. Motion carried.

10. Request to add PSY 5753: This would be Clinical Practicum II -- There would be less supervision with this course than with Practicum I but would provide students with more practice. Dr. Dennis moved to add this course and Dr. Hawkins seconded the motion. Motion carried.

11. Request to add PSY 5393: Systems Theory -- Dr. Jerez commented that Dr. Sailor had suggested this course. She sits on the State Licensing Board and felt our students needed such a course to be able to pass their exams for licensing in Marriage and Family Counseling. Dr. Hawkins moved to add the course and Dr. Smith seconded the motion. Motion carried.

12. Graduate Faculty requirements and status

Discussion:

At the last meeting there was concern expressed that temporary appointments for regular faculty limited them to 6 years but adjuncts could be reappointed again and again. Dr. Vanderslice had added a section to the Temporary appointment for consideration that would have allowed additional time in certain circumstances. There was concern that more than 6 years was not really a Temporary appointment. Dr. Odom suggested eliminating the Temporary category. Dr. Smith suggested eliminating the Adjunct category. Dr. Dennis agreed that she would rather have everyone who didn’t qualify for “Regular Appointment” under Temporary. Dr. Soylu also suggested that we have only 2 categories – those who have a terminal degree and those who do not. Ms. Edwards noted
that the Temporary category doesn’t even say that they have to have a Master’s degree. Dr. Robinson noted that they all have to send their paperwork before the committee and the committee doesn’t have to appoint them either. Dr. Vanderslice stressed that we’d have to look at credentials very carefully no matter which category the person was under. This couldn’t be just a “sign-off.”

There was also discussion about when status decisions would be made and who would keep track of them. Dr. Vanderslice commented that we had been handling some via e-mail when we were between meetings, i.e. over the summer. Dr. Smith said that her department had been doing the paperwork at the beginning of the Fall semester and in the Spring, if needed. Dr. Vanderslice stressed that the paperwork needed to be completed and a decision made prior to the person beginning to teach a graduate course.

Under “Regular Appointment” Dr. Soylu questioned quality and quantity. The decision was that the department would decide quality. Dr. Robinson agreed with Dr. Soylu and particularly noted the wording of “one or more” in a couple of categories questioning how “one” could be “substantial and ongoing.” It was agreed to change the wording to “presenting papers” and “obtaining grants”, thus omitting the wording “one or more”.

Further discussion revolved around the maximum term of a Regular Appointment. Dr. Odom pointed out that the period for post tenure review was 5 years. Dr. Smith wondered if we wanted 6 year terms to match what we were doing under the Temporary category. There was a general agreement for 6 year terms.

In the end, the motion was made to leave the document the way it stands with the following changes: Add the wording changes under “Regular Appointment,” leave out the highlighted section in the Temporary category and change the Adjunct/Provisional category to Provisional. Dr. Hawkins moved to approve these changes and Dr. Robinson seconded the motion. Motion carried.

Dr. Vanderslice will send it out for suggestions prior to the next meeting.

New Business:

1. Requirements for hooding : Policy on comprehensive exams
   
   Discussion: Ms. Phillips noted that currently students who had not finished comps would have to wait a year to participate in the hooding ceremony. Ms. Edwards noted that it depended upon whom they asked. The Council agreed that there was a need for a set rule that applied to both hooding and commencement. Dr. Vanderslice wondered if we wanted to consider using the same guidelines that were used for undergraduates. Ms. Phillips said that the rule for undergraduates was that if you could finish by December then you could walk through the commencement ceremony. Several people commented that some students might then choose not to take those courses or they might drop them prior to completion. Ms. Phillips replied that then they would not get the diploma. Dr. Robinson moved to bring graduate requirements for both hooding and commencement into alignment with the undergraduate requirements and Dr. Dennis seconded the motion. Motion carried.
2. **Substitution of ACCT 5993 for ACCT 5243** : Dr. Odom passed out a brief statement requesting this substitution. Currently, students take *ACCT 5243: Accounting for Management* but some students still have trouble with their comprehensive exams. While they could still take that course, those who felt they would need extra support for their exams could opt to take *ACCT 5993: Financial Statement Analysis*. Everyone who took this course passed the comprehensive exams. Dr. Odom did not want to do the formal paperwork as we had done with the Psychology courses since the MBA program is under revision and all of those revisions will be coming before the council soon. Dr. Smith moved to allow the substitution and Dr. Soylu seconded the motion. Motion carried.

**Announcements**

The next meeting will be Wednesday, November 18 at 11:00 a.m. in CETES Conference Room B.

Meeting was adjourned at 12:10 p.m.

Respectfully submitted,
Dr. Lynda Robinson