GRADUATE COUNCIL MEETING
APPROVED MINUTES
September 13, 2007

MEMBERS PRESENT
Dr. Lance Janda - Associate V.P. for Enrollment Management/Graduate Coordinator - Council Chair
Dr. John Courington - Interim Dean, School of Business
Dr. Lawrence Weinstein - Chair, Psychology Dept, School of Education and Behavioral Sciences
Dr. Aubree Helvey - School of Business
Dr. Jennifer Dennis - School of Education and Behavioral Sciences
Dr. Michelle Smith - Chair, Education Dept, School of Education and Behavioral Sciences
Ms. Bernadette Lonzanida - School of Business - MBA and MSE Graduate Advisor (Ex-Officio)
Ms. Claudia Edwards - School of Education and Behavioral Sciences,
  Education and Psychology Graduate Advisor (Ex-Officio)
Ms. Lindsay Nemec - Graduate Admissions Counselor - Guest
Ms. LaQuita Shaw - Graduate Enrollment/Admissions Coordinator - Guest

MEMBERS ABSENT
Dr. David Miller - School of Liberal Arts
Dr. Ronna Vanderslice - Dean, School of Education and Behavioral Sciences
Dr. Mohammad Tabatabai - School of Science and Technology
Dr. Terrence Paridon - School of Business
Student Representative
Student Representative

I. Call to Order

The meeting was called to order at 3:35 p.m. in North Shepler 413 by Dr. Lance Janda.

II. Approval of Minutes

There were no minutes to approve from the last meeting as the meeting on August 15, 2007, as we did not have enough members for a quorum.
III. Announcements

A. Lindsay Nemec introduced herself as the new Graduate Admissions Counselor, the position was formerly known as Graduate Recruiter. She gave information on the upcoming Graduate Preview Night, October 29, 2007. She also gave a brief overview of what she will be doing to bring more students into the graduate programs such as getting into Fort Sill meetings to speak to the soldiers and their spouses, creating posters with tear off mail-in cards requesting more graduate information, and working on marketing for the surrounding areas.

B. Dr. Janda presented Graduate Council with the set dates of Graduate Council through July 2008.

C. Dr. Janda raised the topic of the addition of a new Masters in Organizational Leadership that will be coming in the future. He explained in more detail the affect it would have on military members and specifically officers in the military already required to have organizational leadership in their careers.

D. Dr. Dennis raised question about final portfolio outcome assessment for the M.Ed. and graduation requirement deadline. She asked about the timeframe the final portfolio information is required in order for a student to be considered for graduation in the same semester. Dr. Dennis suggested conditional approval on the final portfolio since input to the final portfolio isn’t turned in until the semester ends; then a student could fill out the Request to Graduate and all the requirements would be met for approval. Dr. Janda requested researching the deadline on the portfolio and the rationale behind getting the degree posted specifically for fall semesters.

IV. Old Business

There was no old business.

V. New Business

A. Dr. Janda asked the Graduate Council how the Graduate Catalog changes were coming along. The School of Business was the only one that had turned in their changes. Dr. Janda requested non-substantial changes handled at the program level and any changes that affected all programs be formally addressed at the Graduate Council. Current example is: The English 5003/or English Proficiency Exam requirement is no longer a credit to the plan of study but is still a requirement. The question put to the council was should we eliminate the Engl 5003 as a requirement. The Education program portfolio addresses writing issues. ECU still requires the English 5003 for anyone getting a degree. The motion was made to eliminate English 5003 as a requirement for the Education program. Dr. Weinstein moved to approve. Dr. Dennis seconded. The motion passed.

B. Dr. Janda presented the MS-Behavioral Sciences - Alternate concentration having a loop hole that needed to be fixed. The 12 hours outside Psychology courses for the Alternate concentration is being degraded; as example, Physical Education people setting up graduate courses in PE or Health to get the 12 hours completed. Dr.
Weinstein was polled for his opinion and he agreed. The motion was made to restrict the Alternate area to Behavioral Science courses only. Dr. Courington moved to approve. Dr. Weinstein seconded. The motion passed.

C. Dr. Janda presented Graduate Council with a request to have a 6 hour limit on independent studies/special topics. Students should be limited to graduate courses used for graduate programs instead of P.E. There is no problem with them taking seminars. Motion was made to approve policy change on the 6 hours. Dr. Courington moved to approve. Dr. Helvey seconded. The motion passed.

E. Dr. Janda requested to entertain the motion of changing the language on the time limit to reflect a single time, one-year extension. The Coordinator of the Office of Graduate Studies will consult with the individual School’s Chair and Dean before making the decision of the extension request. The student will use the petition form found online at the graduate website. Dr. Dennis moved to approve. Dr. Weinstein seconded. The motion passed.

F. Dr. Janda requested to entertain rewording Retention Standards requirements to include, “...Students who are suspended may apply for re-admission at the end of that year. Re-admit will be granted on probation. Following re-admission on probation, students who fail to achieve a 3.00 GPA in any semester will be dismissed from Cameron University and will not be allowed to continue their graduate studies at Cameron University.” Dr. Courington moved to approve. Dr. Weinstein seconded. The motion passed.

G. Dr. Janda asked if there was any other business to be addressed. Bernadette Lonza asked about the Certificate of Entrepreneurial Studies application, any fees to be applied and what the certificate itself will say or look like. There are 2 students that are ready for their certificates. Dr. Janda stated Dr. McArthur had the last request for these answers already on his desk and Graduate Studies was waiting on his reply. Bernadette stated the exit interview is ready to be added. She questioned how or if the certificate would show up on the transcript. Dr. Janda stated it will not show up on the transcript. He reiterated he will check with Dr. McArthur.

H. Dr. Weinstein questioned walking at Commencement without being totally done with the program requirements. Dr. Janda stated bottom line that the President allows any student to walk at Commencement and that the degree is not awarded on the transcript until all program requirements are met. No one will fight a student wanting to walk.

I. Dr. Dennis asked about considering changing comprehensive exam dates again.

VII. The next Graduate Council meeting is scheduled for October 11, 2007. The only change is the meeting place. It will be in the 3rd floor conference room, 312 of North Shepler, at 3:30 p.m. for this meeting only. All others are scheduled for the normal meeting place, 4th floor conference room, 413, North Shepler.

VIII. Dr. Courington moved to adjourn. Meeting adjourned at 4:40 p.m.