The Graduate Council will meet Thursday, April 19, 2012 in 2007 Ullsvik Hall.

Announcements –

1. Reminder – the Admission to Graduate Faculty Subcommittee will be meeting Thursday, April 19, 2012 in 2007 Ullsvik Hall, 2:30 p.m. – 3:00 p.m. – all members of the Graduate Council are invited to participate.

Agenda –

1. Approval of the minutes from the March 15, 2012 meeting.


3. Assessment report – Counseling Psychology – Kimberly Tuescher.

4. Policy on conditional admission pending receipt of bachelor’s degree and/or acceptable English proficiency score – David Van Buren.

5. Request for admission to the Graduate Faculty – provisional membership – one year –
   - Susan Kloosterboer – School of Education, Continuing Education – summer 2012 and expiring end of spring 2013.
     - TEACHING 6530E, Current Topics in Education: Ethics and Safety in Education: Guidelines for Teachers and Administrators.

6. Request for admission to the Graduate Faculty – provisional membership – three years –
     - PSYCHLGY (Psychology) 7010, Assessment and Diagnosis of Psychopathology.
   - Randall Coorough – School of Education, Adult Education – beginning summer 2012 and expiring end of spring 2015. (approval form still needs brief description of professional development since previous appointment – LJ)
     - TEACHING 7500, Topics in Education.
   - Patricia Foster – School of Education, Adult Education – beginning summer 2012 and expiring end of spring 2015.
     - TEACHING 7550, The Adult Learner.
     - TEACHING 6530, Current Topics in Education.
     - TEACHING 7830, Seminar Paper or Educational Project.
• **Colleen McCabe** – School of Education, on campus – beginning summer 2012 and expiring end of spring 2015.  
  o PHYSED (Physical Education) 7420, *Practicum in Athletic Coaching*.
• **Jeanne Williams** – School of Education, Adult Education – beginning summer 2012 and expiring end of spring 2015. (approval form still needs brief description of professional development since previous appointment – LJ)
  o TEACHING 7500, *Topics in Education*.

7. **Request for admission to the Graduate Faculty – associate membership –**

8. **Request for admission to the Graduate Faculty – full membership –**
   • **Sabina Burton** – Criminal Justice online program
   • **Yuanyuan Hu** – School of Education, on campus.
   • **Scott Ringgenberg** – School of Education, Physical Education

9. **Other business –**
   
   **Information only –**

   1. **2011-2012 Assessment Report Schedule:**
      • 2011
        o September –
        o October – Criminal Justice – Cheryl Banachowski-Fuller
        o November –
        o December – Project Management – Bill Haskins
      • 2012
        o February 2 – Engineering, Jill Clough.
        o February 23 – Master of Science in Education
        o March – Computer Science, Rob Hasker (moved to April)
        o April – Counseling Psychology – Kimberly Tuescher
        o May –

      • Basic questions:
        o A. What evidence do you have that students achieve your stated learning outcomes?
        o B. What have you learned as a result?
        o C. Document specific changes that have resulted from your assessment efforts.

   2. **2012-2014 Graduate Catalog Changes – Linda Jamieson –**
      • **CHEMSTRY (Chemistry) 6820**, *Advanced Topics in Physical Chemistry* – course description updated –
        o FROM – Topics selected from thermodynamics, chemical kinetics, nuclear chemistry, atomic and molecular structure, statistical mechanics and radiation chemistry. P: A grade of “C” or better in CHEMSTRY 6230.
        o TO - Topics selected from thermodynamics, chemical kinetics, nuclear chemistry, atomic and molecular structure, statistical mechanics and radiation chemistry.
      • **CHEMSTRY (Chemistry) 6830**, *Biochemistry Topics* – course description updated –
        o FROM - An in-depth study of metabolism and regulation and enzyme mechanisms as well as cell communication, transport mechanisms, and immunology, gene expression, and regulation. P: A grade of "C" or better in CHEMSTRY 4630/6630.
TO - An in-depth study of metabolism and regulation and enzyme mechanisms as well as cell communication, transport mechanisms, and immunology, gene expression, and regulation. P: A grade of "C" or better in CHEMSTRY 4630.

- COMPUTER 7990, Thesis Research – course description added –
  - FROM – none.
  - TO - The thesis may be an outgrowth of a research course (e.g. TEACHING 7000 Research Procedures) or may be developed independently within the program area. The thesis will report the results of original and independent student research on a given problem or topic, by systematic and impartial methods, and will demonstrate the student's ability to use techniques customarily employed in the particular field of investigation. Although a thesis for the master's degree may not always be expected to make a significant contribution to existing knowledge, it should be a scholarly document that is accurate, verifiable, objective, and impartial. In consultation with the program advisor, the student proposes a committee of three faculty members. The committee normally includes the thesis advisor, one additional major department member, and one faculty member from another department. In some instances, a student may prefer a thesis advisor who is different from the program advisor assigned at the time of admission. An approved thesis proposal must be submitted and approved prior to registration. There is a website with useful links to guide the graduate student in grammar, style, evaluating web resources, and formats. (Thesis students will find the Texas A and M link useful for formatting procedures and other technical assistance.) The thesis advisor will provide guidance regarding the site. The site may be accessed through the University's Karrmann Library.

- CRIMLJUS (Criminal Justice) 7920, Seminar Paper Research – course description updated –
  - FROM - Based on individual interest and consultation with an advisor, the student will be required to write an advanced research paper on a specific topic; the independent empirical research should serve as a capstone to the student's educational experience, and as a bridge to the student's future in the criminal justice field. P: CRIMLJUS 7030, CRIMLJUS 7130 or CRIMLJUS 7730, CRIMLJUS 7230, and CRIMLJUS 7330. (Contact advisor for prior approval and registration instructions.)
  - TO - Based on individual interest and consultation with an advisor, the student will be required to write an advanced research paper on a specific topic; the independent empirical research should serve as a capstone to the student's educational experience, and as a bridge to the student's future in the criminal justice field. P: for online master's programs: CRIMLJUS 7030, CRIMLJUS 7130 or CRIMLJUS 7730, CRIMLJUS 7230, and CRIMLJUS 7330. (All master's programs: contact advisor for prior approval and registration instructions.)

- CRIMLJUS (Criminal Justice) 7990, Thesis Research – course description updated –
  - FROM - Completion and defense of a carefully delineated scholarly work advancing an original point of view as a result of research. The topic chosen must reflect the student's area of emphasis, and must be approved by a thesis committee. P: CRIMLJUS 7030, CRIMLJUS 7130, CRIMLJUS 7230, and CRIMLJUS 7330. (Contact advisor for prior approval and registration instructions.)
  - TO - Completion and defense of a carefully delineated scholarly work advancing an original point of view as a result of research. The topic chosen must reflect the student's area of emphasis, and must be approved by a thesis committee. P: for online master's programs: CRIMLJUS 7030, CRIMLJUS 7130, CRIMLJUS 7230, and CRIMLJUS 7330. (All master's programs: contact advisor for prior approval and registration instructions.)

- ENGRG (Engineering) 7830, Advanced Cost and Value Analysis – course description updated –
  - FROM – Introduction to cost estimating and value engineering: basic principles of accounting and forecasting; estimate assurance, decision making, and systems
engineering for life-cycle costing. Applications of engineering valuation. Basic principles of function analysis. Discussion of current techniques in process value evaluation and improvement.

- **TO** - Introduction to the concepts of value within the manufacturing environment. Investigation of various methods of increasing value and defining value are considered. Emphasis is on creating value for the customer through application of sound economic analysis and manufacturing methods improvements. Value Engineering including function analysis. Value Stream Mapping and 5S applications are studied in the context of Lean Manufacturing methods.

- **INDUSTDY (Industrial Studies) 7920, Seminar Paper Research** – course description added –
  - **FROM** – none.
  - **TO** - The seminar paper or educational project need not be a report of original and independent research. It must demonstrate, however, the student’s ability to survey a field of knowledge and assemble, organize, evaluate, interpret, and present evidence in a logical and intelligent manner. Although the seminar paper or educational project may originate from work done in connection with one of the student’s graduate courses and be based upon a term paper or course project, it must be more comprehensive and complete in coverage and treatment. In consultation with the program advisor, the student proposes a seminar paper or educational project and a seminar paper or educational project advisor. An approved seminar paper or educational project proposal must be submitted and approved prior to registration. There is a website with useful links to guide the graduate student in grammar, style, evaluating web resources, and formats. The seminar paper or educational project advisor will provide guidance regarding the site. The site may be accessed through the University’s Karrmann Library.

- **INDUSTDY (Industrial Studies) 7990, Thesis Research** – course description added –
  - **FROM** – none.
  - **TO** - The thesis may be an outgrowth of a research course (e.g. TEACHING 7000 Research Procedures) or may be developed independently within the program area. The thesis will report the results of original and independent student research on a given problem or topic, by systematic and impartial methods, and will demonstrate the student’s ability to use techniques customarily employed in the particular field of investigation. Although a thesis for the master’s degree may not always be expected to make a significant contribution to existing knowledge, it should be a scholarly document that is accurate, verifiable, objective, and impartial. In consultation with the program advisor, the student proposes a committee of three faculty members. The committee normally includes the thesis advisor, one additional major department member, and one faculty member from another department. In some instances, a student may prefer a thesis advisor who is different from the program advisor assigned at the time of admission. An approved thesis proposal must be submitted and approved prior to registration. There is a website with useful links to guide the graduate student in grammar, style, evaluating web resources, and formats. (Thesis students will find the Texas A and M link useful for formatting procedures and other technical assistance.) The thesis advisor will provide guidance regarding the site. The site may be accessed through the University’s Karrmann Library.

- **MUSIC 6500, Seminar in Music** – course description added –
  - **FROM** – none.
  - **TO** - A critical examination of one area within the field of music, the specific subject to be determined by the instructor and the needs of the student.

- **PROJMGT (Project Management) 7080, Project Scope Management** – course description change –
  - **FROM** - Project scope management includes the processes required to ensure that the project includes all the work required, and only the work required, to complete the
project successfully. Defining scope ensures the successful management of the other key project management areas, including time, cost, and quality, since it is the foundation upon which the schedule, the budget, the resource plan, and the overall project management plan, are prepared. Topics include scope management planning, scope definition, work breakdown structures, scope verification, and scope change control. P: PROJMGT 7010 and 7020.

- TO - Project scope management includes the processes required to ensure that the project includes all the work required, and only the work required, to complete the project successfully. Defining scope helps to ensure that schedule, budget and quality objectives are successfully met. Project scope management has important relationships with all project knowledge areas which must be understood in order to successfully deliver a project. Topics include scope management planning and requirements collection, scope definition and work breakdown structures (WBS), and scope verification/validation/change control. P: PROJMGT 7010 and 7020.

- **TEACHING 7310, Educational Administration Practicum** – mistake in original change of -- credit changed from 1-3 credits to 2 credits per Dr. Karen Stinson – effective summer 2012. Change should have been a credit change from 1-3 credits to 1-2 credits per Dr. Karen Stinson – effective summer 2012.

Graduate Council 2011-2012 Meeting Dates

Graduate Council will meet 3:00 p.m. – 5:00 p.m. in 2007 Ullsvik Hall:

<table>
<thead>
<tr>
<th>Fall 2011</th>
<th>Spring 2012</th>
</tr>
</thead>
<tbody>
<tr>
<td>September 22, 2011</td>
<td>February 2, 2012</td>
</tr>
<tr>
<td>October 20, 2011</td>
<td>February 23, 2012</td>
</tr>
<tr>
<td>November 17, 2011</td>
<td>March 15, 2012</td>
</tr>
<tr>
<td>December 15, 2011</td>
<td>April 19, 2012</td>
</tr>
<tr>
<td></td>
<td>May 10, 2012</td>
</tr>
</tbody>
</table>

Request for Admission to Graduate Faculty Subcommittee will meet 2:30 p.m. – 3:00 p.m. in 2007 Ullsvik Hall:

<table>
<thead>
<tr>
<th>Fall 2011</th>
<th>Spring 2012</th>
</tr>
</thead>
<tbody>
<tr>
<td>September 22, 2011</td>
<td>February 2, 2012</td>
</tr>
<tr>
<td>October 20, 2011</td>
<td>February 23, 2012</td>
</tr>
<tr>
<td>November 17, 2011</td>
<td>March 15, 2012</td>
</tr>
<tr>
<td>December 15, 2011</td>
<td>April 19, 2012</td>
</tr>
<tr>
<td></td>
<td>May 10, 2012</td>
</tr>
</tbody>
</table>

GRADUATE COUNCIL MEMBERSHIP 2011-2012:

PROGRAM AREAS:
- Agricultural Industries
  - Mike Compton – graduate program
- Computer Science
  - Rob Hasker – graduate program
  - Mike Rowe – elected faculty (term expires end of 2012 summer session)
- Counselor Education
  - Kimberly Tuescher – graduate program
  - Jovan Hernandez – elected faculty (term expires end of 2012 summer session)
- Criminal Justice
  - Cheryl Banachowski-Fuller – graduate program
  - Sabina Burton – elected faculty (term expires end of 2012 summer session)
- Engineering
  - Jill Clough – graduate program
  - Patricia Jinkins – elected faculty (term expires end of 2012 summer session)
  - Industrial Technology Management
  - Colleen Kaiser – graduate program
- Master of Science in Education
  - Colleen McCabe (representing the Director of the School of Education, Karen Stinson) – graduate program
  - Scott Ringgenberg – elected faculty (term expires end of 2012 summer session)
- Project Management
  - D. William Haskins – graduate program
  - Scott Wright – elected faculty (term expires end of 2013 summer session)
- At-Large Representatives
  - Barb Barnet – elected faculty (term expires end of 2013 summer session)
Patricia Bromley – elected faculty (term expires end of 2012 summer session)
Graduate Student Representative
Vacant - elected graduate student (term expires end of 2012 summer session)
EX OFFICIO MEMBERS
Dr. David Van Buren, Dean, the School of Graduate Studies
Regina Pauly – Karrmann Library