The meeting was called to order by President Tracy Kitchel at 3:30 pm in 2205 A&B Student Center.

Senators and administrative representatives attending: Doug Bowles, Sam Cohen, Signe Cohen, Jeni Hart, Tracy Kitchel, Jeff Pasley, Earnest Perry, Carol Snively, Janine Stichter, Maxwell Philbrook (Graduate Student Association), Leona Rubin, Terrence Grus, Ashley Siebenaler, and Ruth Erwin (Graduate School), Christopher Hardin, Nikki Raedeke, Tammy Conrad, Roxanne McDaniel, Lori Popejoy, Sanjeev Khanna, and Tom Johnson (visitors).

Senators and administrative representatives absent: Sounak Chakraborty, Craig Kluever, Charles Nilon, Ton Stam, Marty Townsend, and Lisa Zanetti.

Mr. Philbrook was introduced as the new President of the Graduate Student Association. He replaced Matthew Cook as GSA representative.

A motion and second were made to approve the minutes of the November 19, 2013. The motion to approve the minutes was approved.

Dr. Kitchel presented the agenda for the meeting and indicated the Master in Dietetics would be on the agenda also today.

**Graduate Student Association**

Mr. Philbrook indicated the first GSA meeting for the semester would be held that night. Items that GSA will discuss this semester include the TOEFL requirements and program discussions.

**Graduate School Report**

Dr. Rubin reminded the group of the change in the number of hours student employees are allowed to work because of the Affordable Care Act. The new University ruling is that students should not work more than an average of 28 hours a week. Information has been sent to Directors of Graduate Studies, Departmental Contacts and student leaders on the policy. The information has been vetted by Human Resources also. The new policy will be harder to determine for GRA’s. For GTA’s the FTE can determine based on how many hours a student teaches but for GRA’s it will be harder to determine how many hours they work for the university and what component will be their educational portion. In the fall students and advisors will need to sign a Graduate Student Statement of Employment indicating they understand and accept the responsibilities related to employment at MU and the amount of hours that students work. Anything over the 28 hours could cause a graduate student to lose their fee waiver and insurance subsidy, removal from their student work title, and begin payment of student loans. The Graduate School in cooperation with the Council of Graduate Schools is enhancing student financial education. Students can take finance planning courses and Preparing Future Faculty classes to enhance this education. She indicated that a proposal for accelerated degrees is almost ready for review. Exceptional students can take more credits in the senior year that will work for both the undergraduate and graduate degree and will be able to finish both degrees in five years. She announced that the MOU with University of Kansas to credential KU faculty to
serve on committees is finished. She indicated that it has not been advertised yet. This item was brought to the GFS last spring. Dr. Rubin also announced that the Graduate School will hold two Commencement ceremonies this spring. Both will be held on Sunday, May 18 with the Ph.D./Ed.D. Hooding ceremony will be at 4 p.m. and the EdS and Master’s ceremony will be at 7 p.m. She also announced that the Graduate School will be moving out of Jesse Hall the first week of April and relocating to McReynolds Hall. This is due to the construction will be done on Jesse Hall next year.

A question was asked to Dr. Rubin if a student graduates during the summer can they walk in the Spring Commencement ceremony. Dr. Rubin indicated that that was still being discussed.

The Director of Mizzou Online search was still underway. Three of the five candidates have been on campus interviewing. If any Senators are interested in meeting the remaining candidates they should let Drs. Kitchel or Rubin know.

**GFS President’s Report**

Dr. Kitchel indicated Faculty Council will be looking into the ESPN story on Sasha Menu Courey. Dr. Kitchel indicated that he may attend the meeting to see if GFS needs to be involved.

**Unfinished Business**

**Approval of Petition Process/Guidelines for the “16 Year” Rule**

The Petition for the “16 Year Rule” was developed by the Graduate School and vetted with Dr. Kitchel before sharing with the Senate for discussion. An applicant must meet regular admissions requirements. The information will be submitted to the Graduate School and the Graduate School Admissions team will review the request with the Graduate Dean making the final decision. This will primarily be for Indian students who are conferred three year degrees. The Graduate School does not plan to post the policy on its website. Departments will not get a blanket approval and each application will be reviewed individually. A motion and second were made to approve the Justification for Acceptance of Applicant with a Foreign Three Year Degree. The motion was approved.

**Discussion Regarding 8080/9090 “Agreements”**

There was no discussion on this topic and it would not be brought up again until the issue arose again.

**Reports of Committee**

**Academic Affairs Committee**

Dr. Kitchel indicated that he and Dr. Nilon had finalized the lingering courses. The courses that were submitted for review in December still need to be finalized.

**Awards Committee**
Dr. Bowles indicated that the Committee had completed the review for the Graduate Faculty Mentor award and would be evaluating the Distinguished Dissertation and Anderson awards next.

**TOEFL Scores (Ad Hoc)**

Dr. Kitchel reported for Dr. Townsend. She had met with John Wilkerson. The current TOEFL scores at MU is 61, which is lowest in SEC and third lowest in AAU. He indicated that Columbia College had a TOEFL score of 100. The agreement is that the TOEFL score needs to be raised and by raising the score it would enhance admission applications. In order to have new higher scores in place soon background information needs to be available at the February meeting with a proposal for review at the March meeting and vote at the April meeting.

**Other New Business**

**Consideration of the Masters in Dietetics**

Dr. Kitchel indicated that Christopher Hardin, Nikki Raedeke, and Tammy Conrad were at the meeting to answer any questions that Senators may have on the Masters in Dietetics proposal. There were no questions. A motion and second were made to accept the pre-proposal as presented. The motion was approved.

**Consideration of the Official Minor in Nursing Education and Consideration of the Official Minor in Health Systems Innovation (Nursing)**

Dr. Popejoy indicated that the request for the Minor in Nursing Education was based on a faculty shortage in Nursing. It is reported that U. S. nursing schools are turning away qualified applicants due to faculty shortages. The minor would consist of a minimum of 10 graduate credit hours of nursing education coursework that currently exist. Dr. McDaniel indicated that the Minor in Health Systems Innovation would be 9-12 credit hours of currently taught courses. The Minor in Health Systems Innovation will provide advanced leaders with the skills they would need to lead organizations, understand emerging technologies, and determine how to care for individuals using innovation and technology in a time which individuals are challenged financially with “doing more, with less.” Both minors would increase a student’s marketability. A motion and second were made to approve the Minor in Nursing Education. The motion was approved. A motion and second were made to approve the Minor in Health Systems Innovation (Nursing). The motion was approved.

**Consideration of the Online Certificate in Sustainable Energy and Policy**

Drs. Khanna and Johnson present information on a proposed online certificate in Sustainable Energy and Policy. Dr. Khanna indicated that one certificate has been approved with its online coursework being developed. The launch for that certificate will be in the fall. The newly proposed certificate will have five courses offered under it. The five courses offered under the proposed certificate are: Renewable Energy, Agriculture Energy Efficiency, Energy Economics, Sustainable Energy Policy and Industrial Energy Analysis. The first four courses are currently being developed for this certificate with the Industrial Energy Analysis being a core required course.
There are four instructors involved in the development of the certificate: Sanjeev Khanna, Robert Reed, Leon Schumacher, and Thomas Johnson. The target audience for the certificate would be marketed to industry through the recently formed Mid-West Energy Efficiency Research Consortium. This is proposed to be a certificate for graduate students only and is a stand-alone program that will be offered to both degree seeking and non-degree seeking students. They hope to launch the certificate by Spring 2015. When the group has ten courses approved plus other currently approved courses together they would like to propose a non-thesis Masters in Energy degree. Dr. Johnson indicated that Truman School of Public Affairs has interest in the certificate and the needs for sustainable energy and policy. The proposed courses for the certificate are currently going through the departments and then the academic affairs committee in the divisions. When it was mentioned that courses could be shared between the two certificates Ms. Siebenaler noted that there is a no share hours policy between certificates. Senators will discuss again since the courses have not been approved.

Approval of Amendment to the Bylaws (Article V)

Dr. Kitchel indicated the several weeks ago Dr. Townsend sent a proposed change to the Bylaws. It is:

Section 4. Ratification of By-Law Changes

By-law changes approved through the process outlined in sections 1 through 3 shall not go into effect until ratified by Graduate Faculty eligible to vote. A simple majority of faculty participating in a mail or electronic ballot shall be required for ratification.

A motion and second were made to approve the change as presented. The motion was approved by a vote of show of hands.

Continued Work on Bylaw Revisions

Dr. Kitchel said that he took the current bylaws and made track changes to the document. He said he would send out his track changes to the Senators for their review. He proposed that at the next meeting the GFS meet to discuss the bylaws at 3:30 p.m. and schedule the regular GFS meeting beginning at 4 or later. In March he would like to have revisions ready to send out to faculty for review with questions coming back to the Senators and the revisions ratified by the faculty in May. [GFS will have the meeting room until 6 p.m. on February 25.]

The meeting adjourned at 4:55 p.m.

Submitted by,

Ruth Erwin
Graduate School