Minutes of the Graduate Faculty Senate
March 19, 2013

The meeting was called to order by President Sanda Erdelez at 3:30 pm in N203 Memorial Union.

Senators and administrative representatives attending: Sam Cohen, James Endersby, Sanda Erdelez, Jeni Hart, Tracy Kitchel, Carol Snively, Marty Townsend, Peter Vallentyne, John Wigger, Matthew Cook (Graduate Student Association), George Justice, Ashley Siebenaler, Lee Wilkins, and Ruth Erwin (Graduate School).

Senators and administrative representatives absent: Doug Bowles, Sanjeev Khanna, Mannie Liscum, Charles Nilon, Earnest Perry, Ton Stam, and Lisa Zanetti.

A motion and second were made to approve the minutes of the March 5 with corrections proposed by George Justice and Marty Townsend. Dr. Justice indicated that a special development workshop could be held on course proposal preparation – what is needed for a course syllabus and what needed to be included in graduate level cross leveled courses. This could be a Preplan Discussion for an October 2013 meeting. The motion to approve the amended minutes was unanimously approved.

Dr. Erdelez presented the agenda for the meeting and it was accepted.

**Graduate School Report**

Dr. Justice surprised Ruth Erwin with her 40th anniversary certificate indicating that he thought with all the work she has done with the Senate that it was a perfect place to make the presentation. He indicated that he did not know much regarding a replacement for him. He indicated that the Provost indicated that there would not be a formal search for an interim. If there were individuals that the Senators felt would be an appropriate choice for interim or permanent Vice Provost for Advanced Studies and Dean of the Graduate School they should contact the Provost. A formal search will be made in the fall. He did indicate that Dr. Liscum was not interested in serving as Interim Vice Provost/Graduate Dean. Dr. Justice indicated that the April GFS meeting would be his last meeting with the Senate as he will start his new position at Arizona State on June 1.

Dr. Justice indicated that an agenda item for April relates to writing support for graduate students. This is built on the infrastructure of the Campus Writing Program.

Dr. Townsend asked if there could be a re-examination of the TOEFL scores for international students applying to MU. She wondered whether the Senate should re-examine the minimum score in light of how MU ranks with other comparable schools. Dean Justice acknowledged that MU is lower than other AAU schools. Senators agreed to put the matter on next year’s GFS agenda, which allows time for the Dean’s office to collect data.

**Graduate Student Association**
Mr. Cook announced that the GSA felt that there should be a graduate student seminar for domestic students on health insurance. There is a seminar for international students but GSA felt that domestic students would also benefit from a seminar. He indicated that they are now accepting nominations for their Outstanding Graduate Faculty and Graduate Student Award. Information can be found on their website with the deadline for nominations due on April 1.

Mr. Cook announced that this year GSA is having a picnic on Tuesday, May 7 from 6-9 pm at Stephens Park. He invited the Senators to the picnic and said he would follow up with an email invitation. The picnic will be a fundraiser for the Tiger Pantry.

Executive Committee

Dr. Erdelez indicated that the Executive Committee did not have a report.

Standing Committees

Academic Affairs Committee

Dr. Snively indicated that she shared her report through email earlier that afternoon. She indicated that the Committee had reviewed five revised course proposal requests and four were approved.

University of Missouri Graduate Faculty Senate
Academic Affairs Committee Report- March 2013

Committee Members:
Dr. Samuel S. Cohen, Dr. James W. Endersby, Dr. Jeni Hart, Dr. Sanjeev Khanna, Dr. Earnest L. Perry
Dr. Carol A. Snively (Chair), and Dr. John H. Wigger, and Dr. Lisa A. Zanetti

Report:
A. Course Proposal Review:
The Academic Affairs Committee (AAC) reviewed five revised course proposals originally submitted for the December 2012 deadline. The AAC approved four of these courses: OC THR 7620, OC THR 7622, OC THR 7750 and Phys/Astro 7750. The committee also reviewed the Music 7510 syllabus, not previously available to the committee, and approved it after a grading scale is added to the syllabus. Clarification was also received regarding the nature of the NEP 8001 course proposal. This department was seeking to add a topics course number to their graduate course catalog, therefore no syllabus was required.

The committee requires that additional revisions are made to OC THR 7570 before this proposal can be approved. This proposal still has vague instructions for assignments that distinguish coursework between undergraduate and graduate students.

Graduate Students enrolled in this course will be expected to complete two (2) evidence-based practice papers on topics to be determined in collaboration with the course instructor, in addition to the above requirements, for successful completion. Each paper will be worth 25 points.

Additional paper assignments are appropriate as a distinguishing factor but the expectations for the paper need to be stated, e.g. paper length, description of assignment, etc.
Awards Committee

Dr. Vallentyne announced the Awards Committee had finished with their last awards for the year. They had five nominations for the TA award, and three nominations for the RA award.

Unfinished Business

Graduate Certificate in Math Education

Dr. Erdelez announced that at the last GFS meeting Dr. Kathryn Chval presented the background on the Graduate Certificate Program in Elementary Mathematics. She asked if there were any comments/concerns related to the Graduate Certificate proposal. With no concerns a motion and second were made to approve the Graduate Certificate in Elementary Mathematics Specialist. The motion was approved.

Nursing Areas of Study Name Change

Dr. Erdelez indicated that the request from the Sinclair School of Nursing was one of the attachments to the agenda. The School of Nursing wanted to change two areas of study names from: Nursing/Adult Health Clinical Nurse Specialist/Doctorate of Nursing Practice (DNP) and Nursing/Family Mental Health Nurse Practitioner/Doctorate of Nursing Practice (DNP) to Nursing/Adult Gerontology Clinical Nurse Specialist/Doctorate of Nursing Practice (DNP) and Nursing/Family Psychiatric & Mental Health Nurse Practitioner/Doctorate of Nursing Practice (DNP). The reason for the change is due to planned changes in certification implemented by the American Nurse Credentialing Center and students being allowed to sit for their exams. A motion and second were made to approve the two change of areas of study name. The motion was approved to change the two areas of study names for the Sinclair School of Nursing from: Nursing/Adult Health Clinical Nurse Specialist/Doctorate of Nursing Practice (DNP) and Nursing/Family Mental Health Nurse Practitioner/Doctorate of Nursing Practice (DNP) to Nursing/Adult Gerontology Clinical Nurse Specialist/Doctorate of Nursing Practice (DNP) and Nursing/Family Psychiatric & Mental Health Nurse Practitioner/Doctorate of Nursing Practice (DNP).

Policy for Graduate Students’ Satisfactory Progress – Changes

Dr. Erdelez said that the current policy and the revised policy were both included with the agenda. The current policy is:

At the end of each semester, graduate students with a cumulative GPA below 3.0 are placed on probation. If at the end of the following semester the cumulative GPA is 3.0 or better, the probationary status is removed. A student on probation failing to raise the cumulative GPA to 3.0 may, on the recommendation of the department or area program, be allowed a second probationary semester.

The revised policy is:
At the end of each semester, graduate students with a cumulative GPA below 3.0, or a cumulative GPA of 3.0 or better but with fewer than 75% of attempted course completed, are placed on probation. If at the end of the following semester the cumulative GPA is 3.0 or better, and/or if 75% or more of the courses have now been completed, the probationary status is removed. A student on probation failing to raise the cumulative GPA to 3.0 or with fewer than 75% of attempted courses completed may, on the recommendation of the department or area program, be allowed a second probationary semester.

It was noted that some programs will need to alter their grading procedures because some departments do not provide grades for research courses each semester but gives “I” until the research is completed. If approved the new revised policy will be send to Directors of Graduate Studies and student leaders for dissemination to graduate students. There will be a need to keep the Financial Aid and Graduate School percentage of courses completed the same. The timetable for implementation of the new policy would be Fall Semester 2013. A motion and second were made to approve the new revised graduate student satisfactory progress policy. The motion was approved.

**Policy for 15 Hour 8000/9000 Level Coursework for PhD Students**

This was a topic that was discussed at the last meeting. Dr. Erdelez read the proposed change.

Doctoral students must satisfy the Graduate School’s requirement for a minimum of 15 hours of 8000/8000-level graded coursework to be completed at MU. The 15 hours should consist of coursework that has been approved by the appropriate curricular committee, and excludes any individualized study courses including (but not limited to) problems, readings, and research hours.

Dr. Justice provided background and indicated that usually one or two students had issues with the coursework needed to meet the requirement. A motion and second were made to approve the proposed change in policy for 15 hour 8000/9000 coursework for PhD students. The motion was approved. Dr. Justice indicated the change in policy would be sent to Directors of Graduate Studies.

**Policy for GFS Graduation List Approval**

At the last GFS meeting a request was made if there could be a different way for the Senate to approve the graduation list. The following proposal was presented:

As a representative body for the University of Missouri’s Graduate Faculty, the Graduate Faculty Senate retains formal approval of the “graduation list” of those candidates recommended for graduate degrees. The Graduate School will make available in the Graduate School offices in 210 Jesse Hall a semester’s graduation list to senators for their approval at least two weeks prior to any commencement. If a senator discovers a discrepancy or objects to the award of a degree to a particular candidate, that problem will be presented to the Academic Affairs committee of
the Graduate Faculty Senate which will determine whether the whole senate should address the situation.

Some members of the group felt that the current procedure of bringing a preliminary graduation to the GFS meeting was being very casual and the graduation list was being rubber stamped even though the GFS approval of the tentative list contained the provision giving the Graduate School the right to revise the list as completion of degree requirements are certified. Discussion followed.

The original proposal was amended as follows:

As a representative body for the University of Missouri’s Graduate Faculty, the Graduate Faculty Senate retains formal approval of the “graduation list” of those candidates recommended for graduate degrees. The Graduate School will make available a semester’s graduation list to senators for their approval at least two weeks prior to any commencement. If a senator discovers a discrepancy or objects to the award of a degree to a particular candidate, that problem will be presented to the Graduate Faculty Senate.

A motion and second were made to approve the revised proposal. The motion was approved.

New Business

Revised Call for Supplemental Graduate Fellowships (for information

Dr. Wikins discussed the Supplemental Graduate Fellowship program. She indicated that in the past four years departmental submissions have gone from 19 to 27 for the approximately $120,000 worth of funding available from the Graduate School. The maximum amount awarded a department is $10,000. She indicated that departments have discovered how to write a proposal that will result in the departments receiving funding. This coming year, the supplemental fellowships will be awarded based on the “first year” experience for graduate students. The new criteria will include: a curricular plan for each student, including a plan for supervised teaching, community service; post graduate goals; development of a mentoring program that will involve both faculty and advanced graduate students; plans for recruiting under-represented students (what under-represented means may vary by discipline) plus the now required student progress reports. Proposals will be evaluated by a faculty panel using these new criteria. New criteria also will encourage plans for streamlining graduate education where appropriate to help students make rapid progress toward degrees. She indicated that she would like the criteria to change with the student receiving Fall Semester 2015 funding. Dr. Wilkins indicated that she was grateful for the help the committee participants have done in the past in selecting the awardees.

Planning for GFS 2013/14 Elections

Dr. Erdelez indicated that Dr. Khanna would be collecting nominations for officers for the 2013-14 years and holding elections for the five Senators whose terms expire this year. She also indicated
that she would present a brief yearly report at the next year and Senators should bring agenda items for next year to the next meeting also.

**Other Business**

A question was asked about the status of the Engineering proposal. Dr. Erdelez indicated that hopefully it would be presented at the next meeting.

The meeting adjourned at 4:55 pm.

Submitted by,

Ruth Erwin
Graduate School