

Academic Council Minutes November 16, 2011

The Academic Council met Wednesday, November 16, 2011, in the CSC Cheyenne Room.
Voting members in attendance were:

Ms. Holly Allsup, Student Government Association Vice-President
Dr. Matthew Capps, Dean, West College of Education
Dr. Rodney Cate, Interim Dean, College of Science and Mathematics
Dr. Ron Fischli, Dean, Lamar D. Fain College of Fine Arts
Dr. Patti Hamilton, Interim Dean, College of Health Sciences and Human Services
Dr. Barb Nemecek, Dean, Dillard College of Business Administration
Dr. Jane Owen, Interim Dean, Graduate School
Dr. Kathleen Roberts, Faculty Senate Vice President
Dr. Sam Watson, Dean, Prothro-Yeager College of Humanities and Social Sciences

Other attendees:

Dr. Mark Farris, Director, Honors Program
Ms. Darla English, Registrar
Dr. Clara Latham, University Librarian
Ms. Barbara Lunce, Assistant to the Registrar
Dr. Pamela Morgan, Associate Vice President for Outreach and Engagement
Mr. Matthew Park, Staff Senate Representative
Dr. James Sernoe, Chair, Mass Communication
Dr. Benito Velasquez, Chair, Athletic Training and Exercise Physiology
Ms. Jamie Wilson, Associate Registrar

Dr. Alisa White, Provost and Vice President for Academic Affairs, presided and the meeting began at 2:00 p.m.

Approval of Minutes

Dr. White called for a motion to approve the minutes of the October 2011 Academic Council meeting. *Dr. Capps made a motion that the minutes be adopted; Dr. Cate seconded and the motion was unanimously adopted. (closed)*

Old Business

Dr. White reported on information requested by committee members at the last Academic Council. *(information items; no vote required)*

- Thirty hour requirement for a second baccalaureate degree: this is a SACS guideline requirement.
- Room reservations for classes not meeting on campus: Linda Knox in the Registrar Office will not schedule classrooms for courses that do not meet on campus during the semester unless the course instructor requests a meeting location or a location is required for room/space utilization specifications.

New Business

1. Dr. Fischli made a motion to adopt the following catalog changes, effective Fall 2012, for the Lamar D. Fain College of Fine Arts; *Dr. Hamilton seconded and the motion was adopted (closed).*

A. (page 171 in current catalog)

LAMAR D. FAIN COLLEGE OF FINE ARTS
Ron Fischli, Dean (Fain Fine Arts Center B128)

MISSION STATEMENT FOR THE LAMAR D. FAIN COLLEGE OF FINE ARTS

The Lamar D. Fain College of Fine Arts encompasses programs in art, mass communication, music, and theatre. The primary purpose of the ~~Lamar D. Fain College of Fine Arts~~ college is to equip students with the knowledge and skills necessary to pursue ~~a career in art, mass communication, music, or theatre~~ **careers in these disciplines.** To accomplish this purpose, stress is placed on applying classroom learning to process and performance. The college prides itself on ensuring that its students *do* what they study: in its art studios, in its newspaper and television laboratories, and in its concerts, recitals, and dramatic productions. **Moreover, the college is committed to offering individualized instruction in functional, up-to-date surroundings. Because the college’s offerings are devoted solely to undergraduate programs, because its faculty members are committed to effective teaching, and because the ratio of full-time faculty members to fine arts majors is approximately 1:12, students are assured frequent, high-quality contact with their instructors. The quality of instruction is enhanced by the faculty’s desire to serve as models for students through their research and creative endeavors. Frequently these endeavors directly involve students, thus vitalizing their educational experiences.**

Besides providing knowledge and training that will qualify students for jobs, graduate study, or professional school, the college endeavors to help students develop aesthetic sensibility, cultural awareness, and social responsibility. Not only are students taught to create within their disciplines, but they are **also** challenged to evaluate the quality of what they have created, to assess the effect of their **and others’** creations on the wider culture, and to aspire to professionalism and excellence. The goal is to empower students to use their talents to enrich and advance society. Thus, the **Lamar D.** Fain College of Fine Arts adopts a twofold mission designed to produce graduates who are both competent professionals and sensitive, reliable, constructive citizens.

THE JUANITA AND RALPH HARVEY SCHOOL OF VISUAL ARTS

~~Nancy Steele Hamme~~ ?, Chair (Fain Fine Arts Center C104)

Professors: Goldberg, Yarosz-Ash

Associate Professors: Hiraide, ~~Steele-Hamme~~ **Prose**

Assistant Professors: Hilton, ~~Prose~~, Yucus

Professors Emeriti: Ash, Davis

B. ART (page 153/154 in current catalog):

ART

Bachelor of Fine Arts with Teacher Certification

Art All-Level

The Bachelor of Fine Arts degree with teacher certification is a studio-intensive program that prepares students to teach art at all levels (K-12) in public and private educational institutions.

Academic Foundations and Core Curriculum	44 hours
plus additional requirements	
ENGL 1113, 1123	6
SPCH 1133, 1233, or 2423	3
HIST 1133, 1233	6

POLS 1333, 1433	6
Natural Sciences - two laboratory courses	6
MATH 1233	3
Fine Arts – ART 1113	3
Humanities - met by courses required in major	0
SOCL 1133 or PSYC 1103	3
ECON 1333 or 2333 or 2433	3
Exercise Physiology (2 different activity courses or one semester of	2
marching band and 1 activity, or two semesters of marching band)	
EDUC 1023, or demonstrate computer proficiency through department exam.	3
ART 1333 Computers for Artists	3
Major in Art	63 hours
ART 1113*, 1123 2-D Design and 3-D Design	6
ART 1313, 1323 Drawing I and II	6
ART 2013 Photography I	3
ART 2153 Printmaking I	3
ART 2313 Painting I	3
ART 2523 Sculpture I	3
ART 2613 Ceramics I	3
ART 2813 Metals I	3
ART 4303 Foundations of Art Education I	3
ART 4403** Foundations of Art Education II (must be taken concurrently with EDUC 3162)	3
ART 3413, 3423 History of World Art I and II	6
Art History Elective (non-Western)	3
Art History Elective	3
ART 4923 Senior Exhibition	3
Studio Area (15 12 hours -- 6-9 6 hours of three-dimensional and 6-9 6 hours of two-	15 12
dimensional studio classes):	
Three-Dimensional:	
ART 3523, 3533, 4553 – Sculpture ART 3603, 3613, 4603 – Ceramics ART 3813, 3823, 4813 - Metals	
Two-Dimensional:	
ART 3303, 3323, 4313 – Painting ART 4163 Domestic/International Field Study	
ART 3143, 3153, 4143 - Printmaking ART 4513 Exhibition and Presentation Methods	
ART 3013, 3023, 4013 - Photography ART 4543 Topics in Studio Art	
ART 3703, 3713, 4703 - Graphic Design ART 4923 Senior Exhibition	
ART 3213, 4213, 4223 – Drawing ART 4933 Visual Arts Apprenticeship	
ART 4113, 4123 Photography in Great Britain	

*3 hours duplicated in Academic Foundations. **3 hours duplicated in Professional Education.

Justification: The primary force behind using Art 1333, Computers for Artists, is strictly driven by the desire that all teacher certification programs stay within the 120 hour limit. This course is an area that will bolster their accreditation for the BFA with a major in Art with teacher certification; it is a course they fell will enhance the artist's knowledge and will be very useful to the artist-teacher. This course will not be an option for any other major to fulfill computer literacy and they do not want it to appear as an option listed in the general requirements. If a student switches from ARTT to any other major, including Art without certification, they will need to take one of the courses listed in the general requirements.

2. Dr. Sernoe presented the following changes to the Mass Communications Department. Dr. Fischli made a motion to adopt the changes, effective Fall 2012; *Dr. Capps seconded and the motion was adopted (closed).*

A. Catalog changes:

Major Requirements

Delete SPCH 3023 – Persuasion

Add MCOM 4323 – Web Site Design to the major requirements

Formerly was required for the Digital Media Minor

Formerly was an option for the Journalism Minor and the Public Relations/Advertising Minor

B. Revise the Minor in Broadcasting

Note that each student majoring in Mass Communication must complete a minor, choosing among Broadcasting, Digital Media, Journalism, and Public Relations/Advertising.

Continue to Require:

MCOM 3623 – Mass Communication History
MCOM 4223 – Computer Assisted Reporting
MCOM 4263 – Broadcast News I

Delete from Minor (was previously required):

SPCH 1233 – Voice and Diction

Require (was previously from a list of choices):

MCOM 4363 – Broadcast News II

Require (was previously from a list of choices):

MCOM 4423 – Multimedia Design

Delete from Minor (were previously from a list of choices):

MCOM 4163 – Mass Communication Applications
Any 3000 or 4000 level POLS course

Add to Requirements for Minor:

MCOM 4533 – Advanced Reporting/Writing

C. Revise the Minor in Digital Media

Continue to Require:

MCOM 2523 – The Internet and Society (will be renumbered MCOM 3523)

MCOM 3253 – Publication Design

MCOM 4223 – Computer Assisted Reporting

MCOM 4423 – Multimedia Design

Was Required for Digital Media Minor – Moved to Major:

MCOM 4323 – Web Site Design

Change:

Previously – One of:

ART 2013 – Photography I

MCOM 3623 – Mass Communication History

MCOM 4163 – Mass Communication Applications

MCOM 4263 – Broadcast News I

New – One of:

MCOM 3623 – Mass Communication History

MCOM 4163 – Newspaper Practicum (course renamed, same course number)

Add to Requirements for Minor:

MCOM 4533 – Advanced Reporting/Writing (see No. 8 above)

D. Revise the Minor in Journalism

Continue to Require:

MCOM 3233 – Editing

MCOM 3253 – Publication Design

MCOM 3623 – Mass Communication History

MCOM 4223 – Computer Assisted Reporting

Add to Requirements for Minor:

MCOM 4533 – Advanced Reporting/Writing

Require (was previously from a list of choices):

MCOM 4163 – Newspaper Practicum (course renamed, same course number)

Delete from Minor (were previously from a list of choices):

ART 2013 – Photography I

MCOM 3133 – News Writing and Reporting II

MCOM 3633 – Editorial Writing

MCOM 3653 – Feature Writing

MCOM 4163 – Mass Communication Applications
MCOM 4423 – Multimedia Design
Was Previously from a List of Choices for Journalism Minor – Moved to Major:
MCOM 4323 – Web Site Design

E. Revise the Minor in Public Relations/Advertising

Continue to Require:

MCOM 3233 – Editing
MCOM 4683 – Public Relations Principles
MCOM 4673 – Public Relations Writing

Combine Into One Course under the Course Number MCOM 4823 (Integrated Marketing Communication)

MCOM 4693 – Public Relations Campaigns
MCOM 4823 – Advertising Campaigns

Require (was previously from a list of choices):

MCOM 3823 – Creation of the Advertising Message

Require (was previously from a list of choices):

MCOM 3253 – Publication Design

Was Previously from a List of Choices for Public Relations/Advertising Minor – Moved to Major:

MCOM 4323 – Web Site Design

F. Restore faculty load for MCOM 4183 – Internship to 3 hours per semester

3.127 Provost and Vice President for Academic Affairs
FACULTY WORKLOAD (TEACHING LOAD POLICY)
Date Adopted/Most Recent Revision: 11/06/2009

C. Determination of Teaching Load

Undergraduate Internship and Practicum: The load is figured by multiplying student credit hours by the number of students and dividing the product by 12 with the following exceptions: ~~the load for JOUR 4123 is 1.5 hours;~~ in the West College of Education, the load is equivalent to student credit hours.

MCOM 4183 is the course number that replaced JOUR 4123. The internship course will require increased faculty time and preparation as a result of including the portfolio and mock interview requirements as part of our assessment efforts and SACS reaccreditation; thus full load credit is necessary.

G. Revise the Stand-Alone Minor in Mass Communication

Note that student majoring in something other than Mass Communication may complete a minor from this department.

Continue to Require:

MCOM 1233 – Introduction to Mass Communication
MCOM 1243 – News Writing and Reporting I
MCOM 3223 – Advertising
MCOM 3313 – Electronic News Gathering
MCOM 4683 – Public Relations Principles

Change:

Previously – One of:

MCOM 4313 – Media Management
MCOM 4643 – Mass Communication Law

New – One of:

MCOM 3733 – Media Ethics
MCOM 4313 – Media Management
MCOM 4643 – Mass Communication Law

H. Revise the Stand-Alone Minor in Digital Media

Continue to Require:

- MCOM 1233 – Introduction to Mass Communication
- MCOM 1243 – News Writing and Reporting I
- MCOM 3313 – Electronic News Gathering

Require (was previously from a list of choices):

- MCOM 2523 – The Internet and Society (will be renumbered MCOM 3523)

Continue to Require two of the following:

- MCOM 3253 – Publication Design
- MCOM 4223 – Computer Assisted Reporting
- MCOM 4323 – Web Site Design
- MCOM 4423 – Multimedia Design

Delete from Minor (were previously from a list of choices):

- MCOM 3733 – Media Ethics
- MCOM 4643 – Mass Communication Law

I. Revise the Stand-Alone Minor in Journalism

Continue to Require:

- MCOM 1233 – Introduction to Mass Communication
- MCOM 1243 – News Writing and Reporting I
- MCOM 3233 – Editing

Require (were previously from a list of choices):

- MCOM 3253 – Publication Design
- MCOM 3733 – Media Ethics

Delete from Minor (were previously from a list of choices):

- ART 2013 – Photography I
- MCOM 3133 – News Writing and Reporting II
- MCOM 3633 – Editorial Writing
- MCOM 3653 – Feature Writing
- MCOM 4223 – Computer Assisted Reporting
- MCOM 4423 – Multimedia Design

Add to Requirements for Minor:

- MCOM 4163 – Newspaper Practicum (course renamed, same course number)

J. Revise the Stand-Alone Minor in Public Relations/Advertising

Continue to Require:

- MCOM 1243 – News Writing and Reporting I
- MCOM 3223 – Advertising
- MCOM 4673 – Public Relations Writing
- MCOM 4683 – Public Relations Principles

Require (was previously from a list of choices):

- MCOM 3823 – Creation of the Advertising Message

Continue to Require one of the following:

- MCOM 3233 – Editing
- MCOM 3253 – Publication Design
- MCOM 3733 – Media Ethics
- MCOM 4323 – Web Site Design
- MCOM 4823 – Integrated Marketing Communication (see below)

Delete from Minor (was previously required):

- MCOM 4693 – Public Relations Campaigns (see below)

Combine Into One Course under the Course Number MCOM 4823 (Integrated Marketing Communication)

- MCOM 4693 – Public Relations Campaigns
 - MCOM 4823 – Advertising Campaigns
- (new course will be listed under the options in the minor)

K. Course changes

Change of course number, prerequisite, and description:

MCOM 3523. The Internet and Society (formally MCOM 2523)

Prerequisite: ~~MCOM 1233~~ none (removing prerequisite)

Description: This course examines the personal, academic, media, and business uses of the Internet. Applying practical and theoretical concepts including social media, students will study the mutual interaction of computers and other new technologies, the Internet, society, and the struggles for control/ownership of the World Wide Web and its content.

Lecture 3(3-0)

Change of course title, prerequisite, and description:

MCOM 4163. Newspaper Practicum (formerly Mass Communication Applications)

Prerequisites: ~~MCOM 3223, 3313; consent of instructor~~ MCOM 1243; consent of instructor

Description: Writing for campus newspaper in a professional atmosphere. May be repeated once for credit.

Practicum - 3 semester hours

MCOM 4823. Integrated Marketing Communication (formally Advertising Campaigns)

Prerequisite: ~~MCOM 3223~~ MCOM 3223, 3823, 4683

Description: Application of advertising and PR principles to develop a comprehensive campaign for a specified client. Students develop research, strategic planning and decision-making skills.

Lecture 3(3-0)

New course additions:

MCOM 4533. Advanced Reporting/Writing

Prerequisites: MCOM 1243, 3313, 3613

Description: Advanced course designed to improve students' skills in writing and reporting for print, broadcast and web applications.

Lecture 3(3-0)

Course Objectives:

- Students will improve their writing and reporting for print media
- Students will improve their writing and reporting for broadcast media
- Students will improve their writing and reporting for digital media

MCOM 4463. Broadcast News III

Prerequisite: MCOM 4363

Description: Building on a variety of skills acquired in MCOM 4363, this class focuses on broadcast performance, production, ethics, and non-linear editing.

Lecture 3(3-0)

Course Objectives:

- Students will improve their broadcast news reporting
- Students will improve their non-linear editing skills
- Students will increase their multi-media journalism skills

Note: created for students who want to take an extra semester working on Campus Watch.

3. Dr. Fischli made a motion to adopt the following catalog changes, effective Fall 2012, for the Music Department; *Dr. Capps seconded and the motion was adopted (closed).*

A. Catalog changes:

(To be inserted following "Recital Attendance Requirements," page 191)

Upper Level Applied Exam

The Upper Level Applied Exam is a process used by the faculty of the Department of Music to determine if a student is sufficiently prepared to continue study at an advanced level, complete the degree recitals and progress toward graduation. Successful completion of the Upper Level Applied Exam is required before the student will be enrolled in 3000 level applied study.

1. In order to determine suitability for upper level study, students at the end of the fourth semester of applied study will play an extended jury (double jury) in which he/she demonstrates mastery of the requirements listed for upper level study in the *Department of Music Handbook* pages 17-19, for their category of applied study.
2. Transfer students with two previous years of applied study will be allowed to register for upper level study with the approval of the applied instructor following an audition at which two faculty from their applied area are present.
3. At the beginning of the fourth semester of applied study at a time to be arranged by the faculty, students anticipating the upper level applied examination will be interviewed briefly by the faculty as part of the barrier exam process. The interview will be used to inform the student of the requirements of the exam, determine any possible impediments to the student's taking the exam, and generally assess the student's progress toward the degree. During this interview, the student may ask questions about the examination or ask the faculty for clarification of any curricular or degree programs.

B. (Pg. 189 of 2010-2012 catalog)

MUSIC

~~Ruth Morrow, Chair~~ **Tim Justus, Chair** (Fain Fine Arts Center 117)

Professors: Archambo, Maxwell, Morrow, Schuppener

Associate Professors: Lewis, Justus

Assistant Professors: Black, Crews, Harvey

~~**Instructor:** Johnson~~

Professors Emeriti: I. Boland, R. Hough

C. Course Changes

Changes in course title, description, and lecture-lab hours:

MUSC 3733 Western and World Music I (formerly Music History I)

Description: A study of the development of classical music in the western European tradition from early Greek music into the 17th century. Music of selected indigenous cultures will be included. Recorded illustrations and musical scores will illustrate stylistic development of representative composers in each period and give comparisons between western classical music and that of an aural tradition.

Lecture/lab hours: 2/2 (formerly 3/0)

MUSC 3743 Western and World Music II (formerly Music History II)

Description: A study of the development of classical music in the western European tradition from the 17th century into the late 19th century. Music of selected indigenous cultures will be included. Recorded illustrations and musical scores will illustrate stylistic development of representative composers in each period and give comparisons between western classical music and that of an aural tradition.

Lecture/lab hours: 2/2 (formerly 3/0)

Changes in course number, title, description, and lecture-lab hours:

MUSC 3753 Western and World Music III (formerly MUSC 3723 World Music Literature)

Description: A study of the development of classical music in the western European tradition from the late 19th century into 21st century. Music of selected indigenous cultures will be included. Recorded illustrations and musical scores will illustrate stylistic development of representative composers in each period and give comparisons between western classical music and that of an aural tradition.

Lecture/lab hours: 2/2 (formerly 3/0)

4. Dr. Fischli made a motion to adopt the following catalog changes, effective Fall 2012, for the Theatre Department; *Dr. Capps seconded and the motion was adopted (closed).*

A. Catalog Changes:

THEATRE

Laura Jefferson, Chair (Fain Fine Arts Center 106)
Professors: Fischli, Henschel, Lewandowski
Associate Professor: Jefferson
~~Instructor Professor~~ Assistant Professor:

MISSION STATEMENT FOR THE THEATRE PROGRAM

The mission of the Midwestern State University theatre program is to advance the study, creation, and performance of live theatre, and, in so doing, to equip students to make positive cultural contributions as theatre educators, professionals, or graduate students. The production component of the program, the MSU Theatre, plays a vital role in the pursuit of this mission by emphasizing creative process and challenging students and faculty to hold to its stated high standards: "In the classroom, on the stage, or behind the scenes, we will do our best to bring credit to our art form and to enlighten ourselves and those we entertain. To succeed, we must reject the gratification of ego and embrace unselfish cooperation, for ours is a collaborative art form. We must also take risks by allowing theatre to open our minds or disturb our audiences when such risks can promote a more tolerant, inclusive society."

B. Degree Plans Changes:
Bachelor of Fine Arts with a major in Theatre (Emphasis in Design/Technology)

The purpose of the B.F.A. degree with an emphasis in design/technology is to prepare the student for entry into a graduate program in design and/or technical theatre or for employment with amateur, semi-professional, or professional theatrical-production organizations.

Academic Foundations and Core Curriculum..... 33-35
ENGL 1113, 1123 6
Speech - met by course required in major 0
HIST 1133, 1233 6
POLS 1333, 1433 6
Natural Sciences - two laboratory courses 6-8
MATH 1053 or 1233 3
(Students seeking teacher certification should take MATH 1233.)
Fine Arts - met by course required in major 0
Humanities - met by courses required in major 0
SOCL 1133 or PSYC 1103 3
ECON 1333, 2333, or 2433 3
Computer Competency Requirement 3
EDUC 1023, CMPS 1013, 1033, or pass department exam 3
(Students seeking teacher certification should take EDUC 1023.)
Physical Activity Requirement 2
Exercise Physiology (2 different activity courses or one semester of marching band and 1 activity, or two semesters of marching band)..... 2
Writing Proficiency Requirement
Graduation requirements at Midwestern State University include passage of the Writing Proficiency Exam, to be taken after the student has completed 60 hours of coursework. Non-passage of the exam necessitates passing ENGL 2113 – Composition Skills.
NOTE: A grade of D will not be accepted to meet requirements for the Theatre Core or the Design/Technology Emphasis.
Theatre Core Requirements 42 40
SPCH 1233 Voice and Diction 3

THEA 1121 Rehearsal and Production I (2 semesters of enrollment)	2
THEA 1403 Introduction to Acting	3
THEA 1513 Stagecraft	3
THEA 1613 Performance Makeup	3
THEA 2121 Rehearsal and Production II (2 semesters of enrollment)	2
THEA 2433 Theatre History I	3
THEA 2443 Theatre History II	3
THEA 3003 Contemporary Theatre	3
THEA 3013 Costume Construction	3
THEA 3121 Advanced Rehearsal and Production I (2 semesters of enrollment)	2
THEA 3423 Script Analysis	3
THEA 3433 Principles of Directing	3
THEA 4121 Advanced Rehearsal and Production II (1 semester of enrollment)	1
THEA 4142 Theatre Apprenticeship	2
THEA 4483 Collaborative Play Production	3
Design/Technology Emphasis	33 36
Required Courses:	
ART 1113 Two-Dimensional Design	3
ART 1123 Three-Dimensional Design	3
ART 1313 Drawing I	3
THEA 3143 Stage Management	3
THEA 3353 Theatre Graphics	3
THEA 3473 Performance Lighting	3
THEA 3493 Performance Sound	3
THEA 4363 Scene Design	3
THEA 4373 Costume Design	3
THEA 4523 Advanced Project in Design/Technology	3
Selective Courses – 12 6 hours from:	
ART 1123 Three Dimensional Design	3
THEA 2113 Stage Movement	3
THEA 3143 Stage Management	3
THEA 3393 Advanced Acting	3
THEA 4213 Voice for the Theatre and Stage Dialects	3
THEA 4223 Period Style and Movement	3
ART 1313 Drawing II	3
THEA 4393 British Theatre: Performance	3
THEA 4493 British Theatre: Production	3
THEA 4523 Advanced Project in Design/Technology	3
ENGL 3253 Dramatic Literature	3
ENGL 4773 Shakespeare	3
Advisor-Approved Electives	5-10 4-6
Total Semester Hours, including at least 39 upper-level hours	12

Bachelor of Fine Arts with a major in Theatre (Emphasis in Acting/Directing Performance)

The purpose of the B.F.A. degree with an emphasis in ~~acting/directing~~ performance is to prepare the student for entry into a graduate program in theatre performance or for employment with amateur, semi-professional, or professional theatrical-production organizations.

Academic Foundations and Core Curriculum	33-35
ENGL 1113, 1123	6
Speech - met by course required in major	0
HIST 1133, 1233	6
POLS 1333, 1433	6

Natural Sciences - two laboratory courses	6-8
MATH 1053 or 1233	3
(Students seeking teacher certification should take MATH 1233.)	
Fine Arts - met by course required in major	0
Humanities - met by courses required in major	0
SOCL 1133 or PSYC 1103	3
ECON 1333, 2333, or 2433	3
Computer Competency Requirement	3
EDUC 1023, CMPS 1013, 1033, or pass department exam	3
(Students seeking teacher certification should take EDUC 1023.)	
Physical Activity Requirement	2
Exercise Physiology (2 different activity courses or one semester of marching band and 1 activity, or two semesters of marching band)	2
Writing Proficiency Requirement	
Graduation requirements at Midwestern State University include passage of the Writing Proficiency Exam, to be taken after the student has completed 60 hours of coursework. Non-passage of the exam necessitates passing ENGL 2113 – Composition Skills.	
<i>NOTE: A grade of D will not be accepted to meet requirements for the Theatre Core or the Acting/Directing Performance Emphasis.</i>	
Theatre Core Requirements	42 40
SPCH 1233 Voice and Diction	3
THEA 1121 Rehearsal and Production I (2 semesters of enrollment)	2
THEA 1403 Introduction to Acting	3
THEA 1513 Stagecraft	3
THEA 1613 Performance Makeup	3
THEA 2121 Rehearsal and Production II (2 semesters of enrollment)	2
THEA 2433 Theatre History I	3
THEA 2443 Theatre History II	3
THEA 3003 Contemporary Theatre	3
THEA 3013 Costume Construction	3
THEA 3121 Advanced Rehearsal and Production I (2 semesters of enrollment)	2
THEA 3423 Script Analysis	3
THEA 3433 Principles of Directing	3
THEA 4121 Advanced Rehearsal and Production II (1 semester of enrollment)	1
THEA 4142 Theatre Apprenticeship	2
THEA 4483 Collaborative Play Production	3
Acting/Directing Performance Emphasis	32 35
Required Courses:	
THEA 2113 Stage Movement	3
THEA 2122 Dance for the Theatre	2
THEA 3123 Advanced Movement	3
THEA 3143 Stage Management	3
THEA 3393 Advanced Acting	3
THEA 4213 Voice for the Theatre and Stage Dialects	3
THEA 4223 Period Style and Movement	3
THEA 4513 Advanced Project in Performance	3
Selective Courses - 12 hours from:	
THEA 3353 Theatre Graphics	3
THEA 3473 Performance Lighting	3
THEA 3493 Performance Sound	3

THEA 4363 Scene Design	3
THEA 4373 Costume Design	3
THEA 4393 British Theatre: Performance	3
THEA 4493 British Theatre: Production	3
THEA 4513 Advanced Project in Performance	3
ENGL 3253 Dramatic Literature	3
ENGL 4773 Shakespeare	3
AMUS 1701 Voice for Non-Music Majors/Minors (up to 3 semesters)	3
Advisor-Approved Electives	6-11 5-7
Total Semester Hours, including at least 39 upper-level hours	120

Bachelor of Fine Arts with a major in Theatre with Teacher Certification¹ requirements are found on page 161.

The purpose of the B.F.A. degree with teacher certification is to prepare the student to teach and produce theatre in primary, middle, or secondary school settings.

¹ To be accepted into the teacher education program, a student must (1) complete at least 60 semester hours of credit, (2) file a formal application and three letters of recommendation in the Education Office, (3) earn satisfactory scores on the Texas Higher Education Assessment – or equivalent – in reading, writing, and mathematics, and (4) compile at least a 2.5 grade average in freshman English (excluding developmental courses) and a 2.75 cumulative grade average.

The requirements for the minor in theatre are as follows:

REQUIREMENTS FOR THE MINOR IN THEATRE (~~24~~ **18** semester hours):

SPCH 1233 Voice and Diction	3
THEA 1403 Introduction to Acting	3
THEA 1513 Stagecraft	3
THEA 1613 Performance Makeup	3
THEA 3013 Costume Construction	3
THEA 3423 Script Analysis	3
THEA 3433 Principles of Directing	3
3 hours from:	3
THEA 2433 Theatre History I	
THEA 2443 Theatre History II	
THEA 3003 Contemporary Theatre	

Bachelor of Fine Arts with Teacher Certification (Grades EC-12, All-Level)

The purpose of the Bachelor of Fine Arts degree with teacher certification is to prepare the student to teach and produce theatre in primary, middle, or secondary school settings.

Academic Foundations and Core Curriculum	38 hours
ENGL 1113, 1123	6
SPCH 1233	3
HIST 1133, 1233	6
POLS 1333, 1433	6
Natural Sciences - two laboratory courses	6
MATH 1233	3
Fine Arts – met by THEA 1403	0
Humanities – met by THEA 2433, 2443	0

SOCL 1133 or PSYC 1103	3
ECON 1333, 2333, or 2433	3
Exercise Physiology (2 different activity courses or one semester of	2
marching band and 1 activity, or two semesters of marching band)	
Computer Competency Requirement	3 hours
EDUC 1023, or demonstrate computer proficiency through department exam.	3
<i>NOTE: A grade of D will not be accepted to meet requirements for the Theatre Core or additional theatre requirements. the Acting/Directing Emphasis, or the Design/Technology Emphasis.</i>	
Theatre Core Requirements	41 39 hours
SPCH 1233* Voice and Diction	3
THEA 1121 Rehearsal and Production I (2 semesters of enrollment)	2
THEA 1403* Introduction to Acting	3
THEA 1513 Stagecraft	3
THEA 1613 Performance Makeup	3
THEA 2121 Rehearsal and Production II (2 semesters of enrollment)	2
THEA 2433* Theatre History I	3
THEA 2443* Theatre History II	3
THEA 3003 Contemporary Theatre	3
THEA 3013 Costume Construction	3
THEA 3121 Advanced Rehearsal and Production I (2 semesters of enrollment)	2
THEA 3423 Script Analysis	3
THEA 3433 Principles of Directing	3
THEA 4142 Theatre Apprenticeship	2
THEA 4483 Collaborative Play Production	3
* 12 hours duplicated in Academic Foundations.	
Emphasis Requirements	
OPTION I: Acting/Directing Emphasis	23 hours
Required Courses:	
THEA 2113 Stage Movement	3
THEA 2122 Dance for the Theatre	2
THEA 3123 Advanced Movement	3
THEA 3393 Advanced Acting	3
THEA 4213 Voice for the Theatre and Stage Dialects	3
THEA 4223 Period Style and Movement	3
Selective Courses—6 hours from:	6
THEA 3353 Theatre Graphics	
THEA 3473 Performance Lighting	
THEA 3493 Performance Sound	
THEA 4363 Scene Design	
THEA 4373 Costume Design	
OPTION II: Design/Technology Emphasis	24 hours
Required Courses:	
ART 1313 Drawing I	3
THEA 3353 Theatre Graphics	3
THEA 3473 Performance Lighting	3
THEA 3493 Performance Sound	3
THEA 4363 Scene Design	3
THEA 4373 Costume Design	3
Selective Courses—6 hours from:	6
THEA 2113 Stage Movement	
THEA 3393 Advanced Acting	
THEA 4213 Voice for the Theatre and Stage Dialects	
Additional Theatre Requirements	27 hours
THEA 2113 Stage Movement	3
THEA 3143 Stage Management	3

THEA 3393 Advanced Acting	3
THEA 3473 Performance Lighting	3
THEA 3493 Performance Sound	3
THEA 4513 Advanced Project in Performance OR	3
THEA 4523 Advanced Project in Design/Technology	
Selective Courses – 6 hours from:	
THEA 3353 Theatre Graphics	
THEA 4363 Scene Design	
THEA 4373 Costume Design	
THEA 4213 Voice for the Theatre and Dialects	
THEA 4223 Period Style and Movement	
Education Requirements	23 hours
EDUC 2013 School and Society	3
EDUC 3153 Educational Psychology	3
SPED 3613 Exceptional Individuals	3
EDUC 3162 Classroom Management	2
EDUC 4113 Planning and Assessment for Secondary Education and All-Level	3
EDUC 4173 Student Teaching, Elementary, All-Level	3
EDUC 4473 Student Teaching, Secondary, All-Level	3
READ 4273 Content Reading	3
Total Semester Hours	127

C. Course Changes

Deletion of course:

THEA 4142 Theatre Apprenticeship

Change of course descriptions:

THEA 3013 Costume Construction (formerly 4463) 3(2-2)

~~Description: Techniques in the construction of stage costumes, drafting, and adapting of patterns for period and modern clothes for the stage. Creation of a digital portfolio.~~ Techniques in the construction of stage costumes and costume crafts for period costumes and modern clothes for the stage.

THEA 3393 Advanced Acting (formerly 3543) 3(2-2)

Prerequisites: SPCH 1233 and THEA 1403.

~~Description: Advanced study and application of the theories and techniques of acting with emphasis on characterization, role analysis, and ensemble playing. Exposure to acting in classical roles, especially those of Shakespeare. Resume and audition preparation.~~ Introduction to acting for the camera, voiceover, resume, and audition preparation.

THEA 4223 Period Style and Movement 3(2-2)

Prerequisites: SPCH 1233, THEA 1403, and 2113, or consent of instructor.

~~Description: Experience in playing scenes from various theatrical periods.~~ Exposure to acting in classical roles, especially those of Shakespeare. Exploration of vocal and physical styles appropriate for these periods. Vocal/physical integration. Practice with period costumes and props.

New course additions:

THEA 4513 Advanced Project in Performance

Prerequisite: Consent of the Chair of Theatre.

Description: Specialized research and/or projects involving theatrical performance. May be repeated once for selective credit.

Independent Study - 3 semester hours

Course Objectives:

- To hone acting and/or directing skills by conceiving and completing extensive in-depth performance projects directed by a theatre faculty member.
- To develop for faculty review detailed, carefully-prepared documents (analyses, promptbook, “scores,” character profiles, etc.) in support of the project.

THEA 4523 Advanced Project in Design/Technology

Prerequisite: Consent of the Chair of Theatre.

Description: Specialized research and/or projects related to theatre technology and/or design. May be repeated once for selective credit.

Independent Study - 3 semester hours

Course Objectives:

- To hone design and/or technical skills by conceiving and completing an extensive, in-depth project in scene design, costume and makeup design, lighting design, properties design, or sound design.
- To develop for faculty review detailed, carefully-prepared documents (sketches, renderings, working drawings, plots, cue sheets, etc.) in support of the project.

5. Dr. Velasquez presented the following changes to the Athletic Training Department. Dr. Hamilton made a motion to adopt the changes, effective Summer 2012; *Ms. Allsup seconded and the motion was adopted (closed).*

New course additions:

ATRN 2001. Athletic Training Colloquium I

Prerequisite: Admittance into the Athletic Training Education Program

Description: Assigned athletic training seminar topics that explore problem-based situations and encourages critical thinking and a continued mastery of athletic training content to reinforce retention of information from previous semester.

Seminar 1(3-0)

ATRN 3001. Athletic Training Colloquium II

Prerequisite: ATRN 2901, 3803, 3813

Description: Assigned athletic training seminar topics that explore problem-based situations and encourages critical thinking and a continued mastery of athletic training content to reinforce retention of information from previous semester.

Seminar 1(3-0)

ATRN 4001. Athletic Training Colloquium III

Prerequisite: ATRN 3912

Description: Assigned athletic training seminar topics that explore problem-based situations and encourages critical thinking and a continued mastery of athletic training content to reinforce retention of information from previous semester.

Seminar 1(3-0)

Rationale: ATRN 2001, 3001, and 4001 are seminar classes for students in the Bachelor of Science in Athletic Training (BSAT). AT students would take ATRN 2001 after completing ATRN 1073 and being admitted to the Athletic Training Education Program; ATRN 3001 after completing their sophomore year in the ATEP; and ATRN 4001 after completing their junior year in the ATEP. Program assessment and review indicated students were not retaining information over the summer months and thus were not prepared for courses taught in the following year. The proposed courses would be offered using Blackboard format, taught over the summer II session and include material to reinforce “Learning Over Time” as per our national accreditation. ATRN 4001 will assist preparing students for the national board exam/state licensure exam. Students have the option of taking the Texas State Licensure exam in December and this would assist in preparing them before they take the senior capstone in the spring.

6. Dr. Velasquez presented the following changes to the Exercise Physiology Department. Dr. Hamilton made a motion to adopt the changes, effective Fall 2012; *Dr. Nemecek seconded and the motion was adopted (closed).*

A. New course additions:

EXPH 2501. Physiology of Sport and Fitness Lab

Prerequisite and/or Co-requisite: EXPH 2503

Description: Laboratory sessions examining the physiological effect of work on the functions of the human body.

Lab 1(0-1)

Course Objectives:

- Familiarize students with basic laboratory procedures and tests in exercise physiology
- Reinforce and provide practical application for theoretical principles learn in EXPH 2503
- Teach principle skills of measurement and evaluation in the field of exercise physiology

EXPH 4701. Exercise Physiology and Clinical Assessment Laboratory

Prerequisites: EXPH 2503, EXPH 4703 or in conjunction with EXPH 4703

Description: An in-depth laboratory study of physiological principles of exercise testing and training program prescription.

Lab 1 (0-1)

Course Objectives:

A study of the laboratory tests for determining benefits and risks of exercise in healthy populations, athletic populations, children, at risk individuals, and patients with metabolic and cardiovascular disease. A complementary focus of the course is the biological, mechanical, and behavioral aspects of prescribing and administering exercise programs to a variety of populations.

EXPH 4973. Cycle Testing Protocols

Description: A study of testing protocols specific to human physiology and relevant to cycling participants coaches and fitness professionals. The tests would include but not be limited to the following: maximal oxygen consumption, heart rate, ventilation, height, weight, body fat, power output, and blood lactate.

Practicum 3(0)

Course Objectives:

Focus of the course is practical experience in field-based and laboratory physiological measures of cyclists for fitness and performance. Each class will provide an experiential educational process covering specific human physiological responses to the venue of bicycling and associated adapted responses to training protocols.

EXPH 4983. Cycle Training Protocols

Description: A study of training protocols specific to human physiology adaption responses and relevant to cycling participants coaches and fitness professionals. The training would include but not be limited to the following: sport specificity, periodization, threshold training and recovery.

Practicum 3(0)

Course Objectives:

Focus of the course is practical experience in field-based and laboratory physiological measures of cyclists for fitness and performance. Each class will provide an experiential educational process covering specific human physiological responses to the venue of bicycling and associated adapted responses to training protocols.

B. Change of course title and course description:

From: **EXPH 1993. Fundamentals of Human Movement**

To: **EXPH. Biomechanics and Analysis of Human Movement**

Description: Mechanical, anatomical, and psychomotor analysis of human movement. Emphasis will be placed on structure and function of bone and muscle, statics, dynamics, kinematics, and

kinetics. In addition, psychological and physiological characteristics that influence skill learning; behavioral changes related to the stages of skill learning; the influence of various types of practice conditions and feedback on skill acquisition will be examined and related to the utilization of biomechanical, anatomical, and physiological data.

Lecture 3(3-0)

Course Objectives:

- 1) Describe and define movements and fundamental biomechanical principles using scientific terminology.
- 2) Define, recognize, and apply concepts of both linear and angular kinematics and kinetics as they apply to the analysis of human movement.
- 3) Apply biomechanical principles to human movement situations including but not limited to performance, training, rehabilitation, and injury prevention.
- 4) Apply principles related to internal tissue loading to improving tissue structure and function, and to injury prevention.
- 5) Describe human skeletal articulations in relation to their movement capabilities.
- 6) Describe the relationship of the musculotendinous unit to muscle function.
- 7) Identify muscle function in producing upper and lower extremity movements.
- 8) Identify muscle function in producing movements of the spine.
- 9) Identify anatomical landmarks, surface markings, and various soft tissue structures by palpating a live model.
- 10) Show the application of motor learning principles by defining "skill" and identifying various skill classifications.
- 11) Using the concept of "Stages of processing" utilized by psychologists, describe the information processing stages as it relates to motor learning and performance.
- 12) Apply motor learning, behavioral and social laws and principles in the learning and teaching of a novel motor skill and in the application of biomechanical, anatomical, and physiological data.
- 13) Explain how the structure of the learning experience relates to the development of skillful movement for all learners.
- 14) Develop high competency in the utilization of feedback protocols to enhance learning, transfer of skill, and improvement of kinematics and kinetics.

7. Dr. Velasquez presented the following changes to the Exercise Physiology Department. Dr. Hamilton made a motion to adopt the changes, effective Fall 2012; *Dr. Capps seconded and the motion was adopted (closed).*

Creation of Minor in Cycling Performance:

Cycling Performance Minor (19 credits)

EXPH 1993	3	Fundamentals of Human Movement (i.e., Biomechanics of Movement)
EXPH 2002	2	Exercise Leadership
EXPH 2333	3	Nutrition
EXPH 2501	1	Physiology of Sport and Fitness Lab
EXPH 2503	3	Physiology of Sport and Fitness
EXPH 3331	1	Sport and Exercise Pharmacology
EXPH 4973	3	Cycle Testing Protocols
EXPH 4983	3	Cycle Training Protocols
Total	19	

Course Sequencing

Fall (currently on schedule)	EXPH 1993, 2002, 2333, 2501, 2503, 3331
Spring (currently on schedule)	EXPH 1993, 2002, 2333, 2501, 2503, 3331
Summer I	EXPH 4973
Summer II	EXPH 4983

Rationale in Offering Minor in Cycling Performance: Offering EXPH 4973 & EXPH 4983: Cycle Testing Protocols and Cycle Training Protocols in the Summer sessions will allow for faculty workload (3 credits per session) in two sessions. Current faculty workloads in the Summer sessions would allow for this class to be offered.

Projected students into the new Minor in Cycling Performance range from 20-30 students. This is based on the following: a) currently there are 19 members on the MSU cycling team and a portion of these students would gravitate to the minor; b) there are 87 undergraduate students in the Bachelor of Science in Exercise Physiology Major and a portion of these students would select this minor. Many of their required classes are those listed in the proposed minor and therefore they would choose this minor by taking the few additional classes (i.e., EXPH 4973, EXPH 4983) needed to complete the minor; c) it is anticipated that because of the job market for cycling related venues (i.e., team directors, cycling products, cycling training systems) this minor would attract a number of undergraduate Business majors. Students who are majors in the Exercise Physiology degree plan will have the option of getting a minor in Cycling Performance. Students will need to have 18 hrs of department listed courses unique to the minor.

Note: Dr. Velasquez will work with Ms. Lunce for disclaimer to replace substitution list

Suggested list of course substitutions for minor:

EXPH 1203	3	Health and Wellness
ATRN 3103	3	General Medical Assessment (prerequisite waived for those seeking this minor)
ATRN 2433	3	Medical Terminology
EXPH 4973	3	Cycle Testing Protocols
EXPH 4983	3	Cycle Training Protocols
EXPH 5073	3	Topics/Science behind injury and Rehabilitation (permission from graduate coordinator taken within last 12 credit hours)
Total	18	

8. Dr. Hamilton made a motion to adopt the following catalog changes, effective Fall 2012, for the Nursing Department; *Dr. Fischli seconded and the motion was adopted (closed).*

New course additions:

NURS 3611. Health and Physical Assessment Across the Lifespan Clinical

Prerequisites: Admission to the RN to BSN program or RN to MSN program; BIOL 1134 and 1234; NURS 3203 (may be taken concurrently)

Description: Focus of this course is on the holistic assessment of individuals to include adaptations for age, gender, and ability. The role of the nurse in health promotion throughout the life cycle is explored by identifying normal findings within the context of a therapeutic relationship. Emphasis will be placed on acquiring skills to build a health history, to perform health and physical assessments, and to communicate findings.

Clinical 1(0-3)

Additional Information: Must be taken with NURS 3612. Health and Physical Assessment Across the Lifespan

NURS 3612. Health and Physical Assessment Across the Lifespan

Prerequisites: Admission to the RN to BSN program or RN to MSN program; BIOL 1134 and 1234; NURS 3203 (may be taken concurrently)

Description: Focus of this course is on the holistic assessment of individuals to include adaptations for age, gender, and ability. The role of the nurse in health promotion throughout the life cycle is explored by identifying normal findings within the context of a therapeutic relationship. Emphasis will be placed on acquiring skills to build a health history, to perform health and physical assessments, and to communicate findings.

Lecture 2(2-0)

NURS 3613. Nursing Research for Clinical Practice

Prerequisites: Admission to the RN to BSN program or RN to MSN program; Statistics or Data Analysis course (may be taken concurrently)

Description: Basic concepts, processes, and applications of nursing research are explored. Focus is on analysis and evaluation of research in application to clinical practice.

Lecture (online) 3-(3-0)

Rationale: NURS 3611/3612: Students in the RN to BSN/MSN program bring a variety of knowledge, skills, and experience to the classroom and clinical settings. These students take NURS 3211/3212: Family Health Assessment during the summer semester, but the course – when offered in the summer – is not designated (per prerequisites) specifically for licensed nurses. NURS 3613: RN to BSN/MSN students currently take NURS 3503: Nursing Research, with the pre-licensure BSN students. The proposed courses will be offered for students admitted into the RN to BSN/MSN program; therefore, new course numbers and course titles are required. Also: NURS 3611/3612 replaces NURS 3211/3212 and NURS 3613 will replace 3503 on degree plans.

9. Dr. Watson made a motion to adopt the following catalog changes, effective Fall 2012, for the Prothro-Yeager College of Humanities and Social Sciences; *Dr. Hamilton seconded and the motion was adopted (closed).*

A. ENGLISH

Change of course number and course title:

From: **ENGL 3533. A Theory of Composition**

To: **ENGL 4013. Introduction to Composition Studies**

New course addition:

ENGL 4553. Rhetorical Theory and Criticism

Prerequisite: ENGL 1123

Description: Introduction to theories of rhetoric and examination of different critical lenses for analyzing the persuasive or contextual elements of written or spoken texts.

Lecture 3(3-0)

Course Objectives:

GOAL 1. Critical Inquiry

- Objective 1.1: Student engages in an increasingly sophisticated discourse and demonstrates aesthetic and critical discernment through close textual analysis.
- Objective 1.2: Student evaluates secondary sources and applies skills in information gathering and management, and document design, using traditional sources and emerging technologies.

GOAL 2. Knowledge of Language and Literature

- Objective 2.1: Student understands the usage and structure of the English language.
- Objective 2.4: Student is introduced to academic and professional publications in the field.

GOAL 3. Writing as Process

- Objective 3.1: Student reflects on his or her arguments over multiple stages of Development.
- Objective 3.2: Using traditional resources and emerging technologies, the student references and formats primary and secondary sources in MLA style.

Note: this course will be another option for ENGL 4000 level courses presently required in the major. This is an introduction course for first level graduate courses.

B. HISTORY

Catalog Change:

Add HIST 3903. The Writing of History as a required course in the Major and change the additional semester hours from 18 to 15.

Program

Major (30 semester hours)

History 1133, 1233, 1333, 1433, **3903**, and ~~48-15~~ additional semester hours

C. HUMANITIES

Catalog Change:

Proposed Catalog Wording for Humanities Major with Music Concentration:

Music (21 semester hours)

~~21 hours including at least 12 advanced hours from Music History and Literature and Music Theory~~ 21 hours including at least 6 in Music Theory; at least 9 advanced hours, including Music History and Music Literature; may also include up to 6 advanced hours in a performance area.

D. POLITICAL SCIENCE, effective Fall 2012

New course addition:

POLS 4463. American Public Opinion

Prerequisites: POLS 1333 and POLS 1433

Description: this course explores the origins of American public attitudes on political issues, how we measure them, and their effects on public policy.

Lecture 3(3-0)

Course Objectives:

- Objective 1.2: Demonstrate an ability to apply the major theories and concepts of political science towards contemporary political phenomena.
- Objective 2.1: Evaluate the appropriateness of diverse research strategies to address various political questions.
- Objective 2.2: Describe and analyze the strengths and limitations of various research designs.
- Objective 2.3: Identify a research projects contribution to the accumulation of political knowledge.
- Objective 3.1: Display critical thinking skills concerning theoretical explanations of local, state, national, and global political processes.
- Objective 3.2: Demonstrate critical thinking skills towards political research concerning the strengths and weaknesses of various methods of inquiry.
- Objective 3.3: Evaluate the appropriateness of rival political explanations to contemporary political issues.
- Objective 5.1: Demonstrate effective writing skills.
- Objective 5.2: Display effective oral communication skills.
- Objective 5.3: Exhibit an ability to collaborate with peers.

Note: POLS 4463 will fit into the American Politics block of courses in the degree plan (with POLS 3233, 3443, 3843, 4043, 4163, 4443).

10. Dr. Nemecek made a motion to adopt the following catalog changes, effective Spring 2012, for the Dillard College of Business Administration; *Dr. Capps seconded and the motion was adopted (closed).*

A. ACCOUNTING

Change of course prerequisite:

ACCT 4333. Governmental and Nonprofit Entity Accounting

Prerequisite: ACCT ~~3023~~ 3043

Will better prepare students in ACCT 4333 in completing the course with a better understanding of the material

ACCT 4551. Independent Study in Accounting

ACCT 4552. Independent Study in Accounting

ACCT 4553. Independent Study in Accounting

Prerequisites: ~~Junior standing or above or consent of the chair.~~ Consent of the chair.

ACCT 4893. Internship in Accounting

Prerequisites: ~~Junior standing or above and consent of the chair and the dean.~~ See requirements under Internship Programs in Requirements for Majors in Business Administration.

B. BUSINESS ADMINISTRATION

Catalog Changes:

- P. 112-under Academic Foundation Core Curriculum, subtitle Business Core and Requirements for Majors in Business Administration change from overall GPA of 2.0 to 2.2.
- P. 116-Certification as a CPA-Change last two sentences to: The Board also requires 4 semester hours of accounting research and communication. This requirement can be fulfilled by completing ACCT 4063 (Auditing) and ACCT 4223 (Accounting Research and Communication).

Change of course prerequisite:

BUAD 4893. Internship in Business Administration

Prerequisites: ~~Junior standing or above or consent of the chair and the dean.~~ See requirements under Internship Programs in Requirements for Majors in Business Administration.

C. ECONOMICS

Change of course prerequisite:

ECON 4893. Internship in Economics

Prerequisites: ~~Junior standing or above or consent of the chair and the dean.~~ See requirements under Internship Programs in Requirements for Majors in Business Administration.

D. FINANCE

Change of course prerequisite:

FINC 4653. Financial Management

Prerequisites: Junior standing or above or consent of the chair; BUAD 3033 and FINC 3733. Must earn a C or higher in FINC 3733.

FINC 4733. Investments

Prerequisites: Junior standing or above or consent of the chair; BUAD 3033 and FINC 3733. Must earn a C or higher in FINC 3733

FINC 4753. Advances Issues in Corporate Finance

Prerequisites: Junior standing or above or consent of the chair; FINC 4653. Must earn a C or higher in FINC 4653.

FINC 4833. Security Analysis and Portfolio Management

Prerequisites: Junior standing or above or consent of the chair; FINC 4733. Must earn a C or higher in FINC 4733.

FINC 4893. Internship in Finance

Prerequisites: ~~Junior standing or above or consent of the chair and the dean.~~ See requirements under Internship Programs in Requirements for Majors in Business Administration.

E. LEGAL STUDIES

Change of course prerequisites:

LSBA 4893. Internship in Legal Studies in Business Administration

Prerequisites: ~~Junior standing or above or consent of the chair and the dean.~~ See requirements under Internship Programs in Requirements for Majors in Business Administration

F. MANAGEMENT

Change in course prerequisite:

MGMT 4893. Internship in Management

Prerequisites: ~~Junior standing or above or consent of the chair and the dean.~~ See requirements under Internship Programs in Requirements for Majors in Business Administration.

G. MANAGEMENT INFORMATION SYSTEMS

Change in course prerequisite:

MIS 4893. Internship in Management Information Systems

Prerequisites: ~~Junior standing or above or consent of the chair and the dean.~~ See requirements under Internship Programs in Requirements for Majors in Business Administration.

H. MARKETING

1) Course Changes:

Change of course title, prerequisite, and description:

~~MKTG 4743. Advanced Marketing Problems~~ Marketing Projects

Prerequisites: Junior standing or above and consent of instructor; MKTG 3723

Description: Utilization of real projects in solving problems in the areas of marketing.

~~MKTG 4753. Marketing Management~~ Marketing Strategy

Prerequisites: 12 credit hours of marketing coursework including MKTG 3723 or consent of the instructor and chair

Change in course prerequisite:

MKTG 4893. Internship in Marketing

Prerequisites: ~~Junior standing or above or consent of the chair and the dean.~~ See requirements under Internship Programs in Requirements for Majors in Business Administration.

2) Changes in Marketing Degree Plan:

- Under Major: change from 30 semester hours to 27 semester hours
- Change from an elective to a required course: MKTG 4643. International Marketing
- Course changes to MKTG 4743. Marketing Projects and MKTG 4753. Marketing Strategy
- New addition to degree plan: 3000-4000 level electives from other colleges
- Combine ECON 3000-4000 level with 3000-4000 level Dillard College electives
- Change the following: "Plus three of the following courses, one of which must be MKTG 4203, 4643, or 4723" to "Plus two of the following courses, one of which must be MKTG 4203 or 4723"
- Under Approved Electives: change from 1 semester hour to 1-4 semester hours

3) Changes in Entrepreneurship Minor:

- Since creating the entrepreneurial minor, the Dillard College has added two new entrepreneurship courses (MGMT 4783 Entrepreneurial Planning and MGMT 4793 Entrepreneurial Consulting). The revised degree plan takes advantage of these additions by grouping these and two existing courses into an "elective" track.
- The current minor calls for students to complete these courses: ACCT 2143 (Fin Accounting); MGMT 3013 (Organizational Behavior); MKTG 3723 (Principle of Marketing); MGMT 3783 (Entrepreneurship & Small Business Management); MGMT 4113 (Leadership); and MGMT 4893 (Internship in Entrepreneurship). The revised minor removes MGMT 4113 and creates an "elective" grouping of four courses (MGMT 4553 [Independent Study]; MGMT 4783; MGMT 4793; and MGMT 4893). Students must complete two of the four courses in the elective group to earn the required 18 hours for a minor. Because the number of entrepreneurship minors is likely to be small for at least a while, having four courses in the "elective" grouping provides flexibility as some of the courses will at best be offered once annually.
- The addition of the "elective" courses also provides more options for business majors that would already have taken several of the minor courses as part of their professional business core and need to substitute courses to earn 18 hours that are not part of their core or major courses.

Note: Dr. Nemecek will work with Ms. Lunce regarding a disclaimer on the Marketing degree plan and the Entrepreneurship minor.

11. Dr. Owen made a motion to adopt the following catalog changes, effective Fall 2012, for the Graduate School; *Dr. Capps seconded and the motion was adopted (closed).*

Course and Catalog Changes:

DILLARD COLLEGE OF BUSINESS ADMINISTRATION

APPLYING FOR ADMISSION

Graduate Management Admission Test (GMAT)

Each applicant must register for and take the GMAT. Information about the GMAT can be found at <http://www.mba.com>. This web site makes it possible for students to access general information about the GMAT, review sample test questions, and register to take the GMAT online. **However, members of Beta Gamma Sigma (the international honor society serving business programs accredited by AACSB International) may request to have the GMAT requirement waived.**

12. Dr. Owen made a motion to adopt the following catalog changes, effective Fall 2012, for the Graduate School; *Dr. Fischli seconded and the motion was adopted (closed).*

New course additions:

EDUC 5911 Kodály Conducting and Ensemble, Level III

Prerequisites: Successful completion of Kodály Conducting and Ensemble, Level II

Description: Course provides the third of three levels of training in the area of conducting for those studying the Kodály Method of teaching. Activities are designed to develop conducting gesture and technique, score analysis and preparation, and rehearsal strategies based on Kodály principles. In choral ensemble, students perform a variety of musical styles, periods and genres, use relative solmization as it relates to solfege levels, and focus on intonation.

Lecture/lab hours: 1 (1-0)

Course Objectives:

In a conducting lab situation, students will develop an awareness of competency in:

1. Conducting gesture and technique
2. Score analysis and preparation
3. Rehearsal strategies based on Kodály principles

Students will demonstrate performance practice by:

1. Preparing lesson plans
2. Rehearsing and implementing the lesson plans during ensemble time
3. Conducting the ensemble during the final performance

In ensemble, students will demonstrate:

1. An awareness of performance styles periods and genres
2. Use of relative solmization as it relates to solfege levels
3. An awareness of intonation

EDUC 5912 Kodály Musicianship, Level III

Prerequisites: Successful completion of Kodály Musicianship, Level II

Description: Course provides the third of three levels of training in the area of musicianship for those studying the Kodály Method of teaching. Students study melody, rhythm, solfege (with use of Curwen hand signs), harmony, improvisations, scales, dictation, and part-work. Emphasis is placed on personal musicianship and development of individual skills in the above areas.

Lecture/lab hours: 2 (2-0)

Course Objectives:

Students will be able to:

1. Demonstrate an ability of solfege in all modalities
2. Rhythmically decode and demonstrate comprehension of any rhythm in simple and compound time
3. Apply Curwen hand signs to any given melody
4. Demonstrate an understanding of harmonies related to Western art music
5. Derive, present, and evaluate improvisatory rhythmic and melodic patterns.
6. Perform scalar passages in all modalities

7. Aurally decode rhythmic and melodic musical segments
8. Perform individually a level commensurate to that of a master musician

EDUC 5913 Kodály Music Pedagogy and Literature and Literature, Level III

Prerequisites: Successful completion of Kodaly Music and Pedagogy and Literature, Level II.

Description: Course provides the third of three levels of training in the areas of pedagogy and materials for those studying the Kodály method of teaching. Course presents a Kodály curriculum relative to fifth and sixth grade students, highlighting preparation, presentation, and practice of rhythmic, melodic, and formal elements. Participants develop a folk song collection and other musical materials for use in a Kodály-inspired classroom and create a retrieval system for organizing these musical materials.

Lecture/lab hours: 3 (3-0)

Course Objectives:

Students will demonstrate ability to:

1. Plan, present, and evaluate student competency in the upper elementary grades
2. Apply Kodály inspired principles to repertoire appropriate for students in upper elementary grades.
3. Explain rationale behind teaching concepts appropriate for this age level

Students will present a folk song retrieval collection in compliance with course guidelines and requirements set forth by the Organization of American Kodály Teachers (OAKE)

13. Dr. Owen made a motion to adopt the following catalog changes, effective Fall 2012, for the Graduate School; *Dr. Watson seconded and the motion was adopted (closed).*

READING EDUCATION CATALOG CHANGES:

READING EDUCATION

Program Coordinator, Linda Lilienthal

Mission Statement: The Master of Education degree with a major in reading education is designed to prepare the classroom teacher in all aspects of reading instruction. The program will enable the student to explore current theory, research, and best practices in reading instruction and assessment. Upon completion of the degree the student will be eligible to apply for professional certification as a Reading Specialist and will be prepared for a variety of careers in the field of reading.

Reading specialists are required to have 160 hours of supervised experience in accredited schools. Field experience is required in several courses, including two practicums, which contribute to this requirement. Completion of the master's program in reading education enables the student to apply for Professional Certification as a Reading Specialist (1-12) upon satisfactory completion of the state mandated TExES requirement.

A probationary certificate for reading specialist is available upon completion of any 24 hours of the Master of Education in Reading Education Program. The probationary certificate requires an employment offer as a reading specialist and a passing score on the state certification exam. Students who apply for a probationary certificate must pay the required fees for the certificate, the mentor teacher, and the supervisor.

All students must meet the admission standards of the University and the West College of Education. Professional Certification as a Reading Specialist (1-12) requires an elementary or secondary provisional certificate and three years of classroom teaching in an accredited school. Completion of one additional course enables the student to apply for Master Reading Teacher certificate.

The graduate program requires 36 semester hours. Each candidate is required to submit a satisfactory research paper directly related to some phase of the graduate program.

A portfolio presentation may be required as a part of the master's oral comprehensive examination.

COUN 5213 Human Development and Learning

EDUC 5053 Introduction to Educational Research
~~EDUC 5843 Language Acquisition and Development~~
~~EDUC 5863 Reading and Language Arts for English as a Second Language~~
EDUC 5893 Language Development for First and second Language Learners
EDUC 6753 Applied Research
READ 6213 Foundations of Reading
READ 6243 Trends and Issues in Youth Literature
READ 6273 Diagnostic Reading Procedures
READ 6283 Practicum in Reading
READ 6293 Content Reading
READ 6303 Literacy Coaching Practicum
READ 6313 Writing Workshop
SPED 5013 Exceptional Individuals
or
SPED 5813 Tier III Reading Strategies

Master Reading Teacher certification

Students will be eligible to apply for certification as a Master Reading Teacher upon completion of the 36 hours towards the master of reading education and one additional course, ~~READ 6313 Writing Workshop~~
EDUC 5623 Mentoring

Change of course prerequisites:

READ 6273. Diagnostic Reading Procedures

Prerequisites: ~~SPED 5013 or SPED 5813~~, Co-requisite of READ 6283

READ 6283. Practicum in Reading

Prerequisites: ~~SPED 5013 or SPED 5813~~, Co-requisite of READ 6273

14. Dr. Owen made a motion to adopt the following catalog changes, effective Fall 2012, for the Graduate School; *Dr. Capps seconded and the motion was adopted (closed).*

COUNSELING

Catalog Changes:

Option I - Master of Education in School Counseling

Mission Statement: The graduate program in school counseling will equip the counselor with the knowledge and skill necessary to supply guidance and counseling services in a school setting. The school counselor will be able to provide direct counseling to students; consult with parents, teachers and administrators; act as a liaison between the school and outside agencies; and facilitate classroom guidance activities.

The graduate program in school counseling is designed to prepare students to be public school counselors and requires 60 semester hours. **Students are required to pass a comprehensive exam as a program completion requirement.** Texas Counselor certification requires completion of an approved master's degree, two years of teaching experience, and a passing score on the state mandated examination, the TExES test **and an internship in a school setting.** Enrollment in courses with the COUN prefix (with the exception of COUN 6013) requires admission to the Master of Education in school counseling program or permission of the Counseling Program Coordinator.

COUN 5103 Professional Orientation
COUN 5113 Mediation and Conflict Resolution
COUN 5203 Introduction to Counseling
COUN 5213 Human Development and Learning
COUN 5223 Career Development Counseling
COUN 5243 Group Counseling

COUN 5253 Psychological and Educational Testing
COUN 5273 Theories and Techniques of Counseling I
~~COUN 5283 Theories and Techniques of Counseling II~~ **Advanced Counseling Skills**
COUN 5293 Practicum in Counseling**
COUN 5303 Ethics and Issues in Counseling
COUN 5363 Multicultural Counseling
COUN 6013 Human Relations
COUN 6023 Counseling Children
COUN 6043 Graduate Internship (9 hours)
EDUC 5053 Introduction to Educational Research
COUN 5263 Diagnosis and Treatment Planning*

or

SPED 5013 Exceptional Individuals*

Plus ~~six (6)~~ **three (3)** semester hours from the following list:

COUN 5263 Diagnosis and Treatment Planning**

COUN 5323 Marriage and Family Counseling

COUN 5343 Introduction to Reality Therapy

COUN 6953 Special Graduate Topics in Counseling

*Students who have taken SPED 5013 (Exceptional Individuals) as an undergraduate will take COUN 5263 (Diagnosis and Treatment Planning). Students who have not taken SPED 5013 as an undergraduate will take it at the graduate level and will not take COUN 5263.

**For those students who decide to pursue LPC licensure, these courses are required.

Note: COUN 5293, Practicum in Counseling will need to be repeated twice.

Option II - Master of Arts in Counseling

Mission Statement: The graduate program in general counseling will provide the counseling student with the necessary training, supervision and course work required to obtain a temporary license as a professional counselor. **Students are required to pass a comprehensive exam as a program completion requirement.** Following a 3000-hour internship and passing the state-licensing exam, the Licensed Professional Counselor is able to work in a variety of professional settings including private practice.

The Master of Arts with a major in counseling is designed for students who wish to prepare for work in a wide variety of public or private settings and requires 60 semester hours. Enrollment in courses with the COUN prefix (with the exception of COUN 6013) requires admission to the Master of Arts in counseling program or permission of the Counseling Program Coordinator.

COUN 5103 Professional Orientation

COUN 5113 Mediation and Conflict Resolution

COUN 5203 Introduction to Counseling

COUN 5213 Human Development and Learning

COUN 5223 Career Development Counseling

COUN 5243 Group Counseling

COUN 5253 Psychological and Educational Tests

COUN 5263 Diagnosis and Treatment Planning

COUN 5273 Theories and Techniques of Counseling I

~~COUN 5283 Theories and Techniques of Counseling II~~ **Advanced Counseling Skills**

COUN 5293 Practicum in Counseling (6 hours)

COUN 5303 Ethics and Issues in Counseling

COUN 5323 Marriage and Family Counseling

COUN 5363 Multicultural Counseling

COUN 6013 Human Relations

COUN 6043 Graduate Internship

COUN 6953 Special Graduate Topics in Counseling

EDUC 5053 Introduction to Educational Research

Plus ~~six (6)~~ **three (3)** semester hours of graduate level courses from the following list approved

by the Chair of the Counseling Department. Licensure as a professional counselor in Texas requires a 3000-hour internship and a state examination.
COUN 5343 Introduction to Reality Therapy
COUN 6023 Counseling Children
COUN 6953 Special Graduate Topics in Counseling

Change of course title, prerequisites, and description:

COUN 5283. ~~Theories and Techniques of Counseling II~~ Advanced Counseling Skills

Prerequisites: ~~COUN 5273 and COUN 6013~~ 24 hours including COUN 5203, COUN 5243, COUN 5263, COUN 5273, COUN 5303, COUN 6013, and COUN 5363

Description: ~~A continued study of the major theories of counseling and the development of counseling skills through the application of counseling techniques to specific counseling theories.~~ Competency-based course with experience emphasis. The student is required to demonstrate proficiency in counseling concepts and techniques before proceeding to COUN 5293. May require to repeat as needed.

Change of course title:

COUN 5273. ~~Theories and Techniques of Counseling I~~ Theories and Techniques of Counseling

15. Dr. Owen made a motion to adopt the following catalog changes, effective Fall 2012, for the Graduate School; *Dr. Fischli seconded and the motion was adopted (closed).*

EDUCATIONAL LEADERSHIP AND TECHNOLOGY

Catalog Changes:

EDUCATIONAL LEADERSHIP AND TECHNOLOGY

Jane Owen, Chair

Educational Leadership and Technology Department

EDUCATIONAL LEADERSHIP

Program Coordinator, Jane Owen

Mission Statement: The Master of Education degree with a major in Educational Leadership prepares students for school leadership roles. The program provides opportunities for students to learn and apply knowledge, skills, and dispositions set forth in Educational Leadership Constituent Council (ELCC) standards.

Program Information: Students will work in informal cohorts to apply educational leadership knowledge and skills to current school issues, many in actual school settings. Students who complete the educational leadership program are eligible to apply for Texas Principal Certification upon satisfactory completion of the state mandated TExES examination.

All students must meet the admission standards for the University and the West College of Education. The graduate program in Educational Leadership requires 39 (36) semester hours. ~~Beginning Spring 2011, this program will require 36 semester hours. Master's degree candidates are required to~~ **must complete a satisfactory and orally defend a research paper during EDUC 6753 (Applied Educational Research) OR successfully complete EDLE 5783 (Research, Data Analysis, and Evaluation for School Leaders)** ~~research paper and comprehensive oral examination related directly to some phase of the graduate program. The goal will be for the research paper to be completed during the Applied Research course. A school improvement project will be completed as part of the Internship course.~~

Students who already possess a master's degree may enroll in a non-degree program leading to principal or superintendent certification. Students pursuing principal certification ~~enroll in the courses not already taken in their previous master's degree work, although research courses and a file paper are not required~~ **will be directed to enroll in educational leadership courses not already taken in their master's degree work.**

Research courses and a file paper are not required. Internship is required. The superintendent certification program is an 18-hour, year-long course of study to prepare students to take the state superintendent certification exam. **Candidates must have two years of principalship experience and a superintendent willing to mentor them.**

A probationary ~~certificate for assistant principal or principal~~ principalship certificate is available upon completion of the 15 hours of core courses **and a documented job offer.** ~~The probationary certificate requires a job offer and a probationary internship. The certificate is valid for three years and is non-renewable.~~ **Candidates for this certificate must meet legal requirements. The certificate is valid one year at a time for up to 3 years. Students must enroll in EDLE 5793 to participate in a probationary internship the first year and EDLE 5791 for each additional year.**

Upon completion of the five core courses **and before the Internship course (EDLE 5693)**, candidates are required to take the Educational Leadership ~~Constituency~~ **Constituents** Council Assessment of Content Knowledge. This exam is an assessment of candidates' current mastery of standards covered in the five core courses. This exam ~~is required to provide~~ **provides** feedback to students on their current progress and to faculty for course development.

The core courses are:

EDLE 5593 Leadership and Communication Processes
EDLE 5603 Introduction to Leadership
EDLE 5623 School Law and Personnel
EDLE 5643 School Business Management
EDLE 5673 Leadership in School Change

Additional courses are:

EDLE 5583 Curricular Supervision for School Leaders
EDLE 5653 Building School Communities for Diverse Learners
EDLE 5663 Community Politics and Public Relations
EDLE 5683 Instructional Improvement and Staff Development (was 5686)
EDLE 5693 Graduate Internship in Educational Leadership
EDUC 5053 Introduction to Educational Research
EDUC 6753 Applied Research, or EDLE 5783 Research Data Analysis and Evaluation for School Leaders

EDLE 5793 Probationary Internship *

EDUC 5791 Probationary Internship **

*Required for students holding a first year probationary certificate.

**Required continuation of Probationary Internship for students not yet enrolled in EDLE 5693 (Graduate Internship in Educational Leadership). Offered fall and spring only

Friendly Amendment: Dr. Capps made a motion to adopt the following catalog change per a Friendly Amendment to add the prerequisite to EDLE 4783; *Dr. Owen seconded and the motion was adopted (closed).*

New course addition:

EDLE 5783 Research, Data Analysis, and Evaluation for School Leaders

Add Prerequisite: EDUC 5053

This course is a follow-up to Introduction for Research. The course is designed to familiarize schools leaders with appropriate research methodologies that will support action research in schools. Practical application of research as a decision making tool will be emphasized through the using of quantitative, qualitative, mixed methods, and other research designs. Completion of an action research project focusing on K-12 impact on student learning is required.

16. Dr. Owen made a motion to adopt the following catalog changes, effective Fall 2012, for the Graduate School; *Dr. Fischli seconded and the motion was adopted (closed).*

GRADUATE CATALOG CHANGES:

GENERAL ACADEMIC INFORMATION

AUTHORIZATION

Graduate study at Midwestern State University was authorized by the Board of Regents on January 18, 1952.

ADMINISTRATION

The Graduate Council, chaired by the graduate dean, is composed of department chairs or coordinators responsible for specific graduate programs. The Council approves all proposals for graduate program changes, graduate course additions and deletions, and alterations in graduate program requirements. Additionally, the Council approves graduate admission standards and policies related to graduate assistants and graduate teaching assistants.

At the discretion of the graduate dean, some Graduate Council recommendations are forwarded to the Academic Council for final action. As with all committees, the Graduate Council is advisory to the President of the University.

HOW TO APPLY FOR GRADUATE ADMISSION

In order to participate in graduate level studies at Midwestern State University, a candidate must be accepted by the Graduate School and the program. The requirements for the Graduate School are listed below. Consult the specific program section of the catalog for program requirements. Please note, students may meet the Graduate School requirements for admission, but not meet the program requirements. ~~Midwestern State University reserves the right to change requirements for admission criteria in keeping with actions of the Texas State Legislature, the University Board of Regents, or good practices in higher education admission policies. It is to the p~~ **Prospective student's advantage are encouraged** to contact the Office of the Graduate School and visit our website (<http://academics.mwsu.edu/graduateschool>) for current requirements.

Applicants for graduate or post-baccalaureate classification (including students who have completed their undergraduate degree at Midwestern State University) must complete the following steps:

1. **Application for Graduate Admission:** Midwestern State has a graduate application processing fee of (U.S.) \$35.00. ~~Application fees are non-refundable. Applications will not be processed for admission until the fee has been submitted.~~ Students may apply online via **ApplyTexas** ~~the Texas Common Application at <https://www.applytexas.org> or at <http://www.mwsu.edu>. File the application for admission with the Office of the Graduate School by the printed deadlines:~~ **Applications may be submitted online through ApplyTexas by the following dates:**

	Application deadlines:	Priority application dates:
Fall -	August 7	March 1
Spring -	December 15	November 1
Summer I -	May 15	May 1
Summer II -	June 15	June 1

~~A student~~ **Students** who ~~has~~ **have** previously attended Midwestern State as a graduate student, but did not enroll for fall or spring term, must ~~submit a new application for admission with a (U.S.) \$10.00 matriculation fee.~~ **reactivate their files by completing a reactivation form. If a graduate student has not attended MSU for a year or more, a new application is required, with an application processing fee of \$10.00.** A student who applies by the priority deadline qualifies for early and regular registration once admitted to the university. A student who applies by the regular deadline qualifies for regular registration once admitted to the university. All late applications are subject to approval by the graduate dean. ~~Once the student has been admitted to the university, the student may register during late registration~~

~~and will be charged a late registration fee of (U.S.) \$25.00.~~ If an applicant cannot be admitted and registered for the term submitted on the application, a new application and application fee may be required for subsequent semesters.

Graduate Degree Seeking Students:

Graduate Standardized Test Scores and Official Transcripts: ~~GRE/GMAT/MAT~~ Graduate standardized test scores (e.g. GRE, GMAT) **no more than ten years old** and an official transcript from each institution attended must be received from an official source prior to admission ~~and course registration.~~ (See section for program requirements.) ~~Test scores are acceptable for admission consideration if they are no more than ten years old and are obtained from an official source.~~ Students for whom official test scores cannot be obtained from an approved official source will be required to retake the test. ~~An official transcript must be received from each institution attended.~~

Students must also meet program specific admission requirements and standards.

~~Students may request a temporary permit to register before the graduate test scores and/or transcripts have been received by Office of the Graduate School, may present unofficial graduate test scores, or graduate test registration confirmation number, and an official transcript to which an undergraduate degree is posted and request temporary admission status and be issued a permit to register. If a temporary admission status is granted by the Graduate Coordinator, all graduate tests must be taken and all official transcripts must be received no later than 30 calendar days after the first day of class. An incomplete credentials hold will be placed on the student's file preventing future registration if all test scores and transcripts are not received and/or the student has not been admitted into a specific graduate program. If all official graduate test scores and official transcripts are not received prior to the last day for an official withdrawal, the student may be administratively withdrawn from the university. Students who register in this manner assume all responsibility for course prerequisites and eligibility. This applies to students classified as graduate degree seeking, post-baccalaureate and teacher certification. **Note:** Not all University departments allow temporary admission into their graduate programs.~~

Non-degree Seeking Students:

Post-Baccalaureate, Post-Masters, or Certificate Seeking: Students under this classification are taking courses for professional improvement, ~~teacher or certification, health services administration certifications, administration of justice certifications, leveling work required prior to graduate admission, or personal satisfaction,~~ and are not pursuing a master's degree. **Other than teacher's certification students, non-degree seeking students are not eligible for financial aid.**

~~Students who take some graduate level hours under this classification may petition for transfer of a maximum of nine semester hours to degree status. (MBA students may petition for transfer of a maximum of six hours.)~~

Courses taken as a post-baccalaureate student may be transferred into a Masters program, subject to program approval, up to a maximum of 9 hours. The chair of the student's graduate program must approve acceptance and/or applicability of the hours.

Falsification of Records: Students who knowingly falsify or are a party to the falsification of any official university record (including such records as transcripts, test scores, application for admission, Texas Success Initiative status, student personnel forms) will be subject to disciplinary action which may include suspension or enforced withdrawal from the University.

GRADUATE ADMISSION PROCESS

Once all application materials have been received, a review is sent to the Graduate Coordinator for consideration. The review is then returned to the Graduate Dean with a recommended decision for admission. The Graduate Dean confirms the decision and sends official notification of the admission decision to the student.

Graduate Coordinators may agree to consider a student for admission with an incomplete file under the following options:

Temporary Permit to Register with Unofficial or Missing Standardized Test Scores:

Students may request a temporary permit to register before the graduate test scores have been received by Office of the Graduate School. Students may present unofficial graduate test scores, or graduate test registration confirmation number, and request temporary admission status and be issued a permit to register. If a temporary admission status request is granted by the Graduate Coordinator, all graduate tests must be taken no later than 30 calendar days after the first day of class. An incomplete-credentials hold will be placed on the student's file preventing future registration until test scores are received and the student has been admitted into a graduate program. If official graduate test scores are not received prior to the last day for an official withdrawal, the student may be administratively withdrawn from the university. Students who register in this manner assume all responsibility for course prerequisites and eligibility. Note: Not all University departments allow temporary admission into their graduate programs.

Temporary Permit to Register with Unofficial or Missing Transcripts:

Students may request a temporary permit to register if the Office of the Graduate School has not received all transcripts. Students must present a transcript with proof of a bachelor's degree conferred prior to enrollment in a graduate program. If a temporary admission status request is granted by the Graduate Coordinator, all official, final transcripts must be received no later than 30 calendar days after the first day of class. An incomplete-credentials hold will be placed on the student's file preventing future registration until all transcripts are received and the student has been admitted into a graduate program. If official transcripts are not received prior to the last day for an official withdrawal, the student may be administratively withdrawn from the university. Students who register in this manner assume all responsibility for course prerequisites and eligibility. Note: Not all University departments allow temporary admission into their graduate programs.

Early Admission Decision:

Students may request an early admission decision if they are in their last semester and pending graduation with a Bachelors degree. Students must present official graduate test scores, and an unofficial current transcript from their undergraduate institution, and request an early admission decision. If an early admission decision is granted by the Graduate Coordinator, an official transcript with a degree conferred will be required prior to registration for classes. Early registration is not permitted under this classification. Note: Not all university departments allow early admission into their graduate programs.

ADMISSION TO THE ~~DEGREE PROGRAM~~ GRADUATE SCHOOL

Unconditional Admission

An applicant who meets each of the following admission criteria may be **eligible for** ~~admitted unconditionally~~ **conditional admission** by the graduate faculty of the student's intended major:

1. A bachelor's degree from a regionally accredited institution. (The equivalence of foreign degrees is evaluated by the Office of International Services.) The Office of the Graduate School must receive an official transcript, including one on which a bachelor's degree is posted, directly from each institution the applicant has attended.
2. A **cumulative undergraduate** GPA of at least 3.0 **from the student's graduating institution.** ~~on the last 60 hours of undergraduate work exclusive of credit hours awarded by a two-year college.~~
3. A ~~satisfactory~~ **competitive** score on the **standardized graduate test** ~~GRE/GMAT/MAT.~~ (The specific admissions test accepted is determined by the student's intended graduate major department.) The Office of the Graduate School must receive official admissions test scores directly from the organization that administers the test.
4. An undergraduate background judged by the graduate faculty of the student's intended major to be adequate for success in the student's intended major.

Conditional Admission

An applicant who does not meet each of the above admission criteria may be **eligible for** ~~conditionally admitted~~ **conditional admission** by the graduate faculty of the student's intended major if the applicant has the following:

1. A bachelor's degree from a regionally accredited institution. (The equivalence of foreign degrees is evaluated by the Office of International Services.) The Office of the Graduate School must receive an official transcript, including one on which a bachelor's degree is posted, directly from each institution the applicant has attended.
2. An official score for the **standardized graduate test** GRE/GMAT/MAT. (The specific admissions test accepted is determined by the student's intended graduate major department.) The Office of the Graduate School must receive official admissions test scores directly from the organization that administers the test.

A student who is conditionally admitted must ~~remove the condition by earning~~ a grade point average of 3.0 in the first four graduate courses (which total at least 12 SCH) applicable to the student's graduate major. Students who are assessed additional undergraduate leveling work must complete that work at the direction and to the satisfaction of the coordinator of the student's graduate major. **To continue in the program, the student must meet the conditions set forth in the conditional admission.**

Admission Based on Previous Master's or Higher Degree

An applicant who has earned a master's or higher degree from a regionally accredited institution of higher education may be accepted on the basis of such degree. Determination of conditions, if any, will be made by the graduate program coordinator.

APPEAL OF ADMISSION DECISION

It is the responsibility of every graduate coordinator to make admissions decision recommendation to the Graduate Dean. Students may appeal an admission decision within 30 days of notification of denial by following the steps outlined below:

1. The student must consult with the graduate coordinator.
2. If this does not resolve the problem, the student should present a formal written appeal to the dean of the college in which the program resides. The dean should immediately request a written response to the student's request from the graduate coordinator.
3. Within ten working days from receipt of the appeal, the dean of the college should respond to the student in writing as to his or her disposition of this appeal.
4. Should the appeal not be disposed of by the dean of the college in a manner satisfactory to the appellant, the appeal may be presented to the Graduate Dean for consideration.
5. Within ten working days from receipt of the appeal, the Graduate Dean should respond to the student in writing as to his or her disposition of this appeal.

Conditional Admission by Review

~~An applicant who is not admitted under either of the above procedures may be conditionally admitted by review by the graduate faculty of the student's intended major if the applicant has the following:~~

1. ~~A bachelor's degree from a regionally accredited institution. (The equivalence of foreign degrees is evaluated by the Office of International Services.) The Office of the Graduate School must receive an official transcript, including one on which a bachelor's degree is posted, directly from each institution the applicant has attended.~~
2. ~~An official score for the GRE/GMAT/MAT. (The specific admissions test accepted is determined by the student's intended graduate major department.) The Office of the Graduate School must receive official admissions test scores directly from the organization that administers the test.~~
3. ~~In cases where the applicant's undergraduate GPA, or required admissions test score, or undergraduate background has been judged by the graduate faculty of the student's intended major to be inadequate for unconditional or conditional admission, the applicant may request consideration for conditional admission by review by providing documentation regarding one or more of the following factors:—~~
 - a. ~~an applicant's academic record as a high school student and undergraduate student;~~
 - b. ~~the socioeconomic background of the applicant while the applicant attended elementary and secondary school and was an undergraduate student, including any change in that background;~~
 - c. ~~whether the applicant would be the first generation of the applicant's family to attend or graduate from an undergraduate program or from a graduate or professional program;~~
 - d. ~~whether the applicant has multilingual proficiency;~~

- ~~e. the applicant's responsibilities while attending elementary and secondary school and as an undergraduate student including whether the applicant was employed, whether the applicant helped to raise children, and other similar factors;~~
- ~~f. to achieve geographic diversity: the applicant's region of residence at the time of application and, if the applicant graduated from a public high school in Texas within the preceding 20 years, the region in which the applicant's school district is located;~~
- ~~g. the applicant's involvement in community activities;~~
- ~~h. the applicant's demonstrated commitment to a particular field of study;~~
- ~~i. for admission to a professional program: the current comparative availability of members of that profession in the applicant's region of residence in which the applicant attended elementary and secondary school; whether the applicant was automatically admitted to a general academic teaching institution as an undergraduate student under section 51.803 and the applicant's personal interview.~~

~~A student who is conditionally admitted by review must remove the condition by earning a grade point average of 3.0 in the first four graduate courses (which total at least 12 SCH) applicable to the student's graduate major. Students who are assessed additional undergraduate leveling work must complete that work at the direction and to the satisfaction of the coordinator of the student's graduate major.~~

17. Dr. Owen made a motion to adopt the following catalog changes, effective Fall 2012, for the Graduate School; *Dr. Roberts seconded and the motion was adopted (closed).*

**POLICY CHANGE: Policy 3.131 Provost and Vice President for Academic Affairs
GRADUATE ASSISTANTS AND GRADUATE TEACHING ASSISTANTS
Date Adopted/Most Recent Revision: 11/07/03**

A. General

Graduate students ~~duly~~ admitted to the university may be employed by the university as ~~either a graduate assistant for teaching assistants, graduate assistant for research administrative assistants, or graduate assistant for instructional support. research assistants.~~ Graduate assistants will be employed by the university on either a two semester or a one semester agreement. ~~A single student may be employed in more than one role; and if so, the percentage of time spent in each role will be calculated and reported to the Graduate School at the beginning of each semester.~~

B. Graduate Teaching Assistants

1. Graduate teaching assistants **will hold a bachelor's degree, be admitted to Graduate School, and will have satisfactorily completed at least eighteen (18) hours of graduate courses in the subject area to be taught. They may serve as instructor of record in developmental courses, lower level courses, or laboratories.** ~~may serve the university as instructors of record in either developmental courses, freshman level courses, or laboratories. Those graduate teaching assistants assigned to courses other than developmental courses and physical education activity courses will hold a bachelor's degree and will have completed a minimum of eighteen (18) graduate credit hours in the subject matter field.~~
2. Graduate teaching assistants will be selected by the graduate coordinator **of the program** and the dean **of the college** and approved by the **Dean of the Graduate School. Provost and Vice President for Academic Affairs.** ~~Those selected to teach non developmental freshman level courses outside physical activity courses will have been fully admitted to graduate study without restriction and will have satisfactorily completed at least eighteen (18) hours of graduate courses in the subject area to be taught.~~
3. Graduate teaching assistants will be employed on a non-tenure track teaching contract for up to six hours load credit per semester and for one or two semesters per contract. ~~Under such contract~~

~~the teaching assistant will hold the same employment privileges as other non-tenured, non-tenure-track faculty on limited period contracts.~~ **The contracted salary amount will be determined by the program in conjunction with the dean of the college within available resources.**

C. Graduate ~~Administrative and~~ Research Assistants

1. Graduate ~~research administrative~~ assistants will **hold a bachelor's degree and be admitted to the Graduate School.** ~~typically have assignments such as laboratory assistance, attending and/or helping prepare lectures, grading papers, keeping class records, and conducting discussion groups.~~
2. Graduate research assistants will ~~typically~~ assist faculty with research projects **or grant writing.** **The term "Research" is defined as "research and scholarly activity." (MSU Policy 3.120)**
3. Graduate ~~administrative and~~ research assistants will be **selected by the graduate coordinator of the program and the dean of the college and approved by the Dean of the Graduate School.** **Graduate research assistants will be employed for a one or two semester assignment. The specific assignment will be determined by the graduate coordinator of the program in consultation with the dean of the college.** ~~recommended for employment by the graduate-program coordinator and the department chair and approved by the dean. Graduate assistants of both categories will work on an assignment basis (non-hourly). The assignment will be academically related. The specific assignment will be determined by the graduate coordinator in consultation with the dean. Compensation will be consistent with the extent and difficulty of the assignment. The maximum compensation will be equivalent to the salary of a graduate teaching assistant who is teaching a six-hour load.~~
4. **Graduate research assistants will be paid a monthly stipend in an amount determined by the dean of the college in conjunction with the program, based on the extent and difficulty of the assignment. The maximum compensation will be equivalent to the salary of a graduate teaching assistant who is teaching a six-hour load within the relevant college. If teaching assistants are not employed in the college, the program in conjunction with the dean of the college will set the stipend of the graduate research assistant within available resources. Qualifications of either graduate administrative or research assistants will include but not be restricted to the requirements for admission to the graduate program as defined in the university's graduate catalog.**

D. Graduate Instructional Assistants ~~Salaries~~

~~The maximum salary of graduate administrative, research, and teaching assistants will be set by the administration prior to each budget year. The salary may be increased periodically as recommended by the Graduate Council, the Academic Council, and approved by the President.~~

1. Graduate instructional assistants will hold a bachelor's degree and will be admitted to the Graduate School.
2. Graduate instructional assistants will assist faculty in providing academic services to students including tutoring, assisting in the laboratory, preparing lectures, preparing materials, reading discussion boards, grading papers, keeping class records, and facilitating discussion groups. This list is not all inclusive; however all duties performed will be academically related. The graduate instructional assistant cannot serve as the instructor of record.
3. Graduate instructional assistants will be selected by the graduate coordinator of the program and the dean of the college and approved by the Dean of the Graduate School. Graduate instructional assistants will be employed to serve on a one or two semester basis.

4. **Graduate instructional assistants will be paid a monthly stipend in an amount determined by the program in conjunction with dean of the college. The maximum compensation will be equivalent to the salary of a graduate teaching assistant who is teaching a six-hour load in the relevant college. If graduate teaching assistants are not employed in the college, the program in conjunction with the dean of the college will set the stipend amount of the graduate instructional assistant within available resources.**

Adjournment

There being no other business, the meeting was adjourned at 2:35 p.m.

Respectfully submitted,

Deb Schulte, Assistant to the Provost