

Academic Affairs Midwestern State University

The Academic Council met Wednesday, January 16, 2013, in the Clark Student Center Kiowa Room. Voting members in attendance were:

Dr. Matthew Capps, Dean, West College of Education
 Dr. Ron Fischli, Dean, Lamar D. Fain College of Fine Arts
 Dr. James Johnston, Interim Dean, College of Health Sciences and Human Services
 Dr. Lynn Little, Dean, College of Science and Mathematics
 Dr. Terry Patton, Dean, Dillard College of Business Administration
 Dr. Jane Owen, Interim Dean, Graduate School
 Dr. Sam Watson, Dean, Prothro-Yeager College of Humanities and Social Sciences
 Ms. Melody Coffee, Student Government Association Vice-President

Voting members not in attendance:

Dr. Kathleen Roberts, Faculty Senate Vice President

Other attendees:

Ms. Reagan Foster, Staff Senate Representative
 Ms. Darla English, Registrar
 Ms. Barbara Merkle, Director of Admissions
 Mr. Kyle Owen, Associate Vice President for Facilities Services
 Dr. Larry Williams, Director, International Programs

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

Approval of Minutes

Dr. Stewart called for a motion to approve the minutes of the Academic Council meeting.
Dr. Little made a motion that the minutes be adopted; Dr. Owen seconded and the motion was unanimously adopted. (closed)

Old Business

There being no Old Business to discuss, the Council moved on to New Business.

New Business

1. Mr. Kyle Owen presented information on changes in fleet services. Effective February 2013, faculty and staff should use Enterprise Rental for official business transportation. This will eliminate costs in fleet services and provide savings to MSU. Mr. Owen provided handouts with the fleet vehicle changes summary and frequently asked questions including how to access/reserve a vehicle with Enterprise at the special rate offered to MSU. *(information item only; no vote required)*

2. Dr. Patton made a motion to adopt the following proposal for a textbook adoption in the Dillard College of Business; *Dr. Capps seconded and the motion was adopted (closed)*.

Per Policy 3.139, Textbook Adoption

Any commercially printed workbook, textbook, or material used by students and authored or co-authored by Midwestern State University faculty members must be approved by the Academic Council. The College Dean will show in writing that the adoption is realistically priced and has been properly evaluated. A review of any adoption will be made by the College Council concerned every three (3) years. All subsequent adoptions of this work will be approved by the Academic Council.

Dr. Patton would like to formally request the use of *Introduction to Governmental and Not-for-Profit Accounting* (7th ed.) by Martin Ives and Terry K. Patton and Suesan R. Patton, published by Pearson (2013 copyright). The text will be used in ACCT 4333, Government and Nonprofit Entity Accounting, beginning in the Spring 2013 semester.

The book is in its 7th edition and published by Pearson, which is a major publisher of textbooks. As one would expect for a book in its 7th edition, it has wide usage. The text costs \$188.09 on Amazon.com. It should be noted that all the books listed below are hardback books except for the book by Paul Copley. Also, the Copley book is 480 pages as opposed to 656 pages for the book by Ives, Patton, and Patton. The Copley book was published in early 2010 and does not include some major changes in governmental accounting.

Competing texts are:

- Accounting for Governmental and Nonprofit Entities by Jacqueline Reck, Suzanne Lowensohn, and Earl Wilson: \$189.99 on Amazon.com
- Government and Nonprofit Accounting by Robert J. Freeman, Craig Shoulders, Gregory Allison and G. Robert Smith, Jr.: \$185.99 on Amazon.com
- Government and Not-for-Profit Accounting: Concepts and Practices by Michael Granof and Saleha Khumawala: \$221.25 on Amazon.com
- Essentials of Accounting for Governments and Not-for-Profit Organizations by Paul Copley: \$65.98 on Amazon.com

The textbook seems appropriate for the governmental accounting classes that are taught at Midwestern State University. It is considered more readable than most of the other textbooks. It is designed to be used by undergraduate students.

3. Ms. English presented information on clarification of requirements for the BA and BS degrees. Dr. Little made a motion to adopt the clarification; *Dr. Owen seconded and the motion was adopted (closed)*.

**REQUIREMENTS FOR
THE BACHELOR OF ARTS DEGREE**

Academic Foundations and Core Curriculum **47 48** hours (see page 91)

Additional General Requirements

Six hours of literature and/or humanities courses chosen from the list below:

ENGL 2413, 2423, 2613, 2623, 2723, 2813, 2823

HUMN 2013, 2023, 2033, 2043, 4013, 4023, 4033, 4043

A humanities course taken at the 2000 level may not be repeated at the 4000 level or vice-versa.

Two years of one foreign language. International students who are native speakers of a language other than English may satisfy this requirement by petitioning the Foreign Language Department to verify proficiency in another language with the major college dean's approval. This waiver applies to all degree programs. A foreign language waiver does not exempt a student from the general humanities requirement.

Students may use the same literature, humanities, and foreign language courses to fulfill B.A. and core requirements, as well as major and/or minor requirements in these fields.

REQUIREMENTS FOR THE BACHELOR OF SCIENCE DEGREE

Academic Foundations and Core Curriculum **47 48** hours (see page 91)

Additional General Requirements

All B.S. degree programs include at least four laboratory science courses. Students must choose two courses in each of two different laboratory sciences, (exclusive of Physics 1533, Chemistry 1101, 1103, 1303, and Environmental Science 1114).

The B.S. degree programs in psychology and sociology require one mathematics course (exclusive of MATH 0003, 1003, 1053, 1203, 2033, and 2043), **which is already included in the core requirements.**

All other B.S. degree programs include at least two mathematics courses (exclusive of MATH 0003, 1003, 1053, 1203, 2033, and 2043). Statistics 3573 may be used to satisfy three hours of this mathematics requirement.

The science and math courses may be included as part of the **core requirements, as well as major and/or minor requirements in these fields.**

4. Dr. Johnston made a motion to adopt the following undergraduate catalog change in Exercise Physiology; *Dr. Capps seconded and the motion was adopted (closed).*

Catalog Change (page 219), effective Fall 2013

(will affect December 2013 graduates and May 2014 graduates)

Exercise Physiology students have the following other specific requirements:

BIOL 1144, 3104, 3234, 4444, CHEM 1141/1143, 1241/1243, CMPS 1013, ENGL 3203, math 1433, PHYS 1144, 1244, and 3 hours advanced PSYC elective.

EXPH majors and students minoring in Cycling Performance must complete all ATRN & EXPH department course work with a grade of “C” or higher or repeat the course until they receive a passing grade of “C” or higher.

5. Dr. Owen made a motion to adopt the following graduate catalog changes; *Dr. Fischli seconded and the motion was adopted (closed).*

Graduate Catalog Change, effective Fall 2013

Background Information: For a number of years, the graduate coordinators have informally discussed the idea of moving away from hard-copy theses and adopting electronic thesis submission with archival in Moffett Library. In the spring of 2012, a committee was convened consisting of Frank Wyatt, chair, and Magaly Rincon-Zachary and Robert Johnson, members. At the December Graduate Council meeting, the committee made the recommendation as reflected in the catalog changes below. The recommendation was approved unanimously. Clara Latham, University Librarian, is in favor of this change and has arranged for electronic storage space. The theses will be made available through an in-house electronic data base.

MSU Graduate Catalog, 2012-2014, pages 23-24

THESIS OR RESEARCH PAPER (IF REQUIRED)

1. **Form for Thesis and Research Papers:** The faculty of each program shall choose the style manual for the field. See program area for recommended manual. ~~In addition, the following requirements must be met:~~

~~a. Three copies must be submitted.~~

~~b. At least 20 lb. weight, 25% rag content bond paper must be used.~~

~~c. A letter quality printer with standard type face must be used.~~

2. **Thesis:** Students following a thesis program must complete the steps listed below:

a. **Graduate Advisory Committee:** The student should consult regularly with the Graduate Advisory Committee during the preparation of the thesis.

b. **Title and Approval Pages:** The title pages and approval pages of all theses must be uniform. Examples of each form are available in the department offices.

c. **Abstract:** ~~A word processed~~ **An** abstract in standard form of not more than two pages must be prepared.

d. **Thesis Enrollment:** A student's original enrollment is in Thesis 6983; the second enrollment is in Thesis 6993; all subsequent enrollments are in 6993.

Enrollment is required each long term until the thesis is successfully completed or until a leave of absence of one semester is granted by the Dean of the Graduate School. Summer enrollment in thesis is not required unless the student will be an August graduate.

e. **Thesis Deadlines:** The student must present a reading copy of the thesis to the Graduate Advisory Committee not later than six weeks prior to the date of expected graduation.

~~Three copies of the final thesis must be submitted to the Dean of the Graduate School's~~

office, with the signed approval of the Graduate Advisory Committee and the department chair or graduate coordinator, **An electronic copy of the thesis must be submitted to the Graduate Office** not later than two weeks prior to the end of the semester or summer term (last day of finals) in which all work for the degree is completed. **A hard copy of the approval page with signatures of the thesis committee members and chair, and department chair or graduate coordinator will be submitted to the Graduate Office at the same time the electronic thesis is submitted.** After the Dean of the Graduate School's approval, a copy of the approval page will be sent to the Office of the Registrar to verify completion of this requirement.

The student must pay the binding fee for the three copies at the Business Office and must present a receipt when the final copies for binding are submitted to the Dean of the Graduate School's office. The student should also submit a current mailing address for receipt of the student's bound copy of the thesis. The other two copies of the thesis will be distributed to the college office and Moffett Library. **All theses will be archived electronically in Moffett Library. Students will have the option of allowing their theses to be uploaded to a searchable database that will allow their work to be accessed worldwide.- Hard copies of the thesis are at the discretion of the student or program/department/college; responsibility for these will be assumed at that level.**

Adjournment

There being no other business, the meeting was adjourned at 2:29 p.m.

Respectfully submitted,

Deb Schulte, Assistant to the Provost