

Academic Council Minutes

February 2024

Midwestern State University

The Academic Council met Wednesday, February 28, 2024 at 2:00 p.m. in the Dillard College of Business Administration, the Priddy Conference Room.

Voting Members:

Dr. Sarah Cobb, Interim Dean, McCoy College of Science, Mathematics, and Engineering
Ms. Leah Gose, Dean, Lamar D. Fain College of Fine Arts
Dr. Leann Curry, Dean, Gordon T. and Ellen West College of Education
Dr. Jeff Killion, Dean, Robert D. and Carol Gunn College of Health Sciences and Human Services
Dr. Jeff Stambaugh, Dean, Dillard College of Business Administration
Dr. Sam Watson, Dean, Prothro-Yeager College of Humanities and Social Sciences
Dr. Tiffany Ziegler, Interim Dean, Dr. Billie Doris McAda Graduate School
Dr. Dawn Slavens, Faculty Senate representative
Mr. Brandon Goins, Student Government Association representative (absent from meeting)

Additional Attendees:

Dr. Kristen Garrison, Associate Vice President Academic Affairs
Ms. Amanda Raines, Registrar
Mr. Kenley O'Brien, Associate Registrar
Ms. Leah Hickman, Interim Director, Admissions
Ms. Elizabeth Ysasi, Associate Director of Admissions and Staff Senate representative
Ms. Dottie Westbrook, Academic Advising Committee representative

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

Approval of Minutes

The January 2024 minutes were brought forward for approval by Dr. Brown Marsden. Dr. Ziegler approved, Dr. Cobb seconded, and the minutes were approved.

Old Business

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

New Business

Catalog Changes effective Fall 2024 – Dr. Brown Marsden

1. Dr. Brown Marsden proposed the following catalog change. Dr. Watson made a motion to approve, Dr. Ziegler seconded, and the motion was approved.

Quarter Hour Change:

(the proposed language would appear in the alphabetical listing of General Information in the catalog, available at <https://catalog.msutexas.edu/content.php?catoid=39&navoid=2172>)

Quarter Hour Conversion. Quarter credit hours are converted to semester credit hours by multiplying the number of quarter hours by two-thirds (or .67). Since a fraction of a credit hour cannot be awarded, the remaining fraction of semester hour credit is rounded to the nearest whole number.

For example, 5 quarter hours are equivalent to 3.4 semester hours, which in turn would be rounded to 3 semester hours of credit: 5 quarter hours x .67 = 3.4 semester hours = 3 semester hours. Applicability of transfer credit toward degree requirements at Midwestern State University will be at the discretion of the student's academic dean (or designee).

2. Dr. Brown Marsden proposed the following catalog change. Dr. Cobb made a motion to approve, Ms. Gose seconded, and the motion was passed.

Information on Evening and Summer Programs:

Catalog update found at <https://catalog.msutexas.edu/content.php?catoid=39&navoid=2171>

The Evening Program

~~Midwestern State University offers a comprehensive academic evening program for individuals who wish to undertake a university educational program on a non-traditional schedule. The University's admission requirements and academic standards apply equally to the evening program. Credits earned in academic evening classes may be applied to undergraduate and graduate degrees without restriction.~~

~~Several undergraduate and graduate degree programs are currently offered within the evening program, and substantial progress toward the completion of other degrees can be made at night.~~

Contact the appropriate dean's office for information on particular degree programs and the extent of the evening offerings.

The Summer Session

Midwestern State University conducts a summer session consisting of two terms and some additional class formats of varying lengths. A schedule of undergraduate and graduate classes is offered **and is taught by regular faculty members and visiting instructors**. ~~Regular faculty members and visiting instructors teach during the summer terms. The facilities of the University are available to summer school students.~~

Summer Guests

Students who are attending another undergraduate institution and desire to enroll for summer sessions only may apply as summer guests/~~transient students~~. Students must apply by the printed deadlines and submit application fees to MSU Admissions through <https://msutexas.edu/admissions>. Official transcripts from all institutions attended verifying enrollment and the minimum 2.0 grade point average are also required. Students in this status must also comply with Texas Success Initiative regulations. For more information regarding the Texas Success Initiative, students should see here, or visit the TSI website at <https://msutexas.edu/registrar/success>.

West College of Education – Dr. Curry

3. Dr. Curry submitted the following undergraduate items for approval. Dr. Stambaugh seconded the motion and the items were approved.

Effective Fall 2024

https://catalog.msutexas.edu/preview_program.php?catoid=39&poid=5513&returnto=2145

Early Childhood Studies and Early Care, B.S.E. (non-certification)

Return to: Gordon T. and Ellen West College of Education

The Early Childhood Studies and Early Care program prepares individuals for careers in the field of early childhood and early care including teaching, youth related social service, early care and youth programs, health care, child development, and other community settings. This program does not lead to Texas teacher certification.

General

(See General Requirements for all Bachelor's Degrees)

Academic Foundations and Core Curriculum - 42 semester hours

(See Academic Foundations and Core Curriculum - 42 semester hours)

Core Curriculum Specifics

- COUN 2023 - Human Development 3
- EDUC 2013 - School and Society 3
- COUN 2143 - Human Diversity 3

Major Requirements - 54 semester hours*

- ECED 3103 - Introduction to Young Children 3
- ECED 3173 - ESL Methods and Materials 3
- ECED 4123 - Early Childhood Development: Language and Literacy 3
- ECED 4133 - Early Childhood Curriculum 3
- ECED 4203 - Infant and Toddler Care and Program Development 3
- ECED 4213 - Guidance Strategies and Management Techniques for Young Children 3
- ECED 4223 - Developmentally Appropriate Practices 3
- ECED 4233 - Play and Learning Environments for Young Children 3
- ECED 4403 - Ethics, Professional Standards, and Regulations in Early Care and Preschool Programs 3
- ECED 4413 - Organization, Administration, and Leadership in Early Care and Preschool Programs 3
- ECED 4423 - Culturally and Linguistically Appropriate Early Childhood Teaching Practices 3
- ECED 4433 - Health, Safety, and Nutrition in Early Care and Preschool Programs 3
- ECED 4806 - Early Childhood Practicum ~~3~~ 6

All proposed changes are marked as such: deleted items are marked with a strikethrough line and new items are in bold and underlined. Italicized wording is justification or clarification from the proposing department/college.

- KNES 1933 - Emotional, Social, and Physical Wellness of Young Children 3
- SOCL 4633 - The Sociology of Family Violence 3
- OR
- SOWK 3233 - Parenting: Family and Community 3
- or
- SOWK 3453 - Child Welfare Policy and Practice 3
- SPED 3613 - Exceptional Individuals 3 **OR SPED 3523 Intro to Individuals with Disabilities 3**
- SPED 4533 - Early Childhood Special Education 3

Electives —~~24 semester hours~~ **24 semester credit hours or more to complete 120 credit hours**

Total semester hours - 120

*program requires 36 advanced hours

4. Dr. Curry submitted the following undergraduate items for approval. Dr. Killion seconded the motion and the items were approved.

Effective Fall 2024

https://catalog.msutexas.edu/preview_program.php?catoid=39&poid=5514&returnto=2145

Substance Abuse Counseling, B.S.E.

Return to: Gordon T. and Ellen West College of Education
General

(See General Requirements for all Bachelor's Degrees)
Academic Foundations and Core Curriculum - 42 semester hours

(See Academic Foundations and Core Curriculum - 42 semester hours)
Major (48 hours)*-

Major Required Courses - 18 semester hours

- COUN 1023 - Substance Abuse Counseling 3
- COUN 2213 - Substance Abuse Counseling Theories 3
- COUN 4033 - Adolescents and Substance Abuse 3
- COUN 4233 - Substance Abuse and Diversity 3

All proposed changes are marked as such: deleted items are marked with a strikethrough line and new items are in bold and underlined. Italicized wording is justification or clarification from the proposing department/college.

- COUN 4713 - Practicum 3
- COUN 4883 - Internship 3

Major Related Course Options (Choose 30 **or 31** hours from the following):

- COUN 1033 - Pharmacology of Substance Abuse 3
- COUN 1043 - Screening, Assessment, Diagnosis, and Referral for Substance Abuse 3
- COUN 2203 - Treatment Planning for Relapse Prevention for Substance Abuse 3
- COUN 2223 - Substance Abuse Intervention and Prevention 3
- COUN 2233 - Group Process for Substance Abuse 3
- COUN 2243 - Counseling Skills for Substance Abuse Counseling Professionals 3
- COUN 2253 - Family Dynamics 3
- COUN 3003 - Personal Wellness and Professional Practice 3
- COUN 3013 - Socio-Cultural and Political Advocacy in Substance Abuse Counseling 3
- COUN 4023 - Documentation, Ethics and the Law for Substance Abuse Counselors 3
- COUN 4243 - Suicide and Violence Assessment, Prevention, and Treatment 3
- COUN 4503 - Consultation and Supervision for Addictions Professionals 3
- CRJU 1113 - Introduction to Criminal Justice 3
-
- CRJU 3313 - Law and Society 3
- or
- CRJU 4213 - Criminal Law 3
-
- COUN 4013 - Human Relations 3
-
- COUN 4513 - Research Methods 3
- or
- PSYC 3314 - Statistics for the Social and Behavioral Sciences 4
-
- EPSY 3803 - Human Development, Behavior, and Learning Theory 3
- MGMT 3613 - Nonprofit Organizations and Society 3
-
- SOCL 1133 - Introductory Sociology 3
- or
- SOCL 4633 - The Sociology of Family Violence 3
- **OR**
- SOWK 2423 - Introduction to Social Work 3
- ~~or~~
- SPED 3523 - Introduction to Individuals with Disabilities 3 **OR SPED 3613 Exceptional Individuals**

Electives –~~30 hours~~ **29 hours or more to reach a total of 120 semester credit hours**

Total semester hours – 120

* Program requires 36 advanced hours

All proposed changes are marked as such: deleted items are marked with a strikethrough line and new items are in bold and underlined. Italicized wording is justification or clarification from the proposing department/college.

5. Curry submitted the following undergraduate items for approval. Dr. Cobb seconded the motion and the items were approved.

Course Inventory Updates:

New Course Additions Effective Fall 2024:

Course Prefix: SPED

Course Number: 3973

Course Title: Special Topics in Special Education

Prerequisite(s): None

Description: Study of several facets of special education, including emerging issues and trends. Also includes, career exploration, project-based learning, and experiences in area of specialty.

Lec/Lab Hrs: 3(3-0)

Type of Course: Lecture

Course Objectives:

a) Students will be able to articulate the current needs of the field and ways to address them.

b) Students will explore several different careers in special education.

c) Students will gain hands-on experience through projects or experiences directed to their future goals.

Course Prefix: EDUC

Course Number: 4323

Course Title: Teacher Residency I

Prerequisite(s): Approval of the dean, admission into Teacher Education Program

Description: Supervised co-teaching in a public school for an entire semester. MSU Texas Teacher Residents will be placed in a state-accredited public school all day under the guidance of an experienced and accomplished classroom teacher. Teacher Residents will demonstrate professional development and growth in the implementation of effective instruction, assessment, technology integration, and classroom management.

Lec/Lab Hrs: 3(0-40)

Type of Course: Practicum

Course Objectives:

- Establish a safe and supportive classroom environment by developing a climate of respect and rapport, fostering a culture for learning, supporting positive student behavior, and organizing the classroom to maximize student learning.
- Apply knowledge of content and pedagogy and knowledge of students to plan instruction.
- Design lessons that are aligned to state standards, build coherently toward objective, and meet the needs of diverse learners.
- Deliver instruction clearly and accurately, communicate lesson expectations, and utilize varied instructional strategies to deepen student understanding and promote engagement.

- **Develop, collect, and analyze assessment data to monitor student progress, provide timely feedback, and adjust instruction to respond to student needs.**
- **Demonstrate professionalism, reflect on teaching to inform practice, participate in a professional community, engage in growth opportunities, and adhere to ethical and legal requirements.**

Course Prefix: **EDUC**

Course Number: **4333**

Course Title: **Teacher Residency II**

Prerequisite(s): **Teacher Residency I**

Description: **Supervised co-teaching in a public school for an entire semester. MSU Texas Teacher Residents will be placed in a state-accredited public school all day under the guidance of an experienced and accomplished classroom teacher. Teacher Residents will demonstrate**

professional development and growth in the implementation of effective instruction, assessment, technology integration, and classroom management.

Lec/Lab Hrs: **3(0-40)**

Type of Course: **Practicum**

Course Objectives:

- **Establish a safe and supportive classroom environment by developing a climate of respect and rapport, fostering a culture for learning, supporting positive student behavior, and organizing the classroom to maximize student learning.**
- **Apply knowledge of content and pedagogy and knowledge of students to plan instruction.**
- **Design lessons that are aligned to state standards, build coherently toward objective, and meet the needs of diverse learners.**
- **Deliver instruction clearly and accurately, communicate lesson expectations, and utilize varied instructional strategies to deepen student understanding and promote engagement.**
- **Develop, collect, and analyze assessment data to monitor student progress, provide timely feedback, and adjust instruction to respond to student needs.**
- **Demonstrate professionalism, reflect on teaching to inform practice, participate in a professional community, engage in growth opportunities, and adhere to ethical and legal requirements.**

Prothro-Yeager College of Humanities and Social Sciences – Dr. Watson

6. Dr. Watson submitted the following undergraduate items for approval. Dr. Stambaugh seconded the motion and the items were approved.

Sociology, B.A.

← Return to: [Prothro-Yeager College of Humanities and Social Sciences](#)
General

(See [General Requirements for all Bachelor's Degrees](#))
Academic Foundations and Core Curriculum - 42 semester hours

(See [Academic Foundations and Core Curriculum - 42 semester hours](#))
Bachelor of Science and Bachelor of Arts in Sociology

A student majoring in sociology has the option of obtaining a Bachelor of Arts or a Bachelor of Science degree. See requirements for the [B.A.](#) and [B.S.](#) degrees.
Major - 34 semester hours

SOCL 1133 - Introductory Sociology 3

SOCL 2233 - Global Social Problems 3 (must choose another course for the core)

SOCL 3314 - Statistics for the Social and Behavioral Sciences 4

SOCL 3633 - Research Methods 3

SOCL 4153 - Sociological Theory 3

SOCL 4803 - Applied Sociology **Internship** 3

Advanced Elective Courses - 15 semester hours

Fifteen advanced semester hours selected with the approval of the student's advisor

Comprehensive Examination

Sociology, B.S.

← Return to: [Prothro-Yeager College of Humanities and Social Sciences](#)

General

(See [General Requirements for all Bachelor's Degrees](#))

Academic Foundations and Core Curriculum - 42 semester hours

(See [Academic Foundations and Core Curriculum - 42 semester hours](#))

Bachelor of Science and Bachelor of Arts in Sociology

A student majoring in sociology has the option of obtaining a Bachelor of Arts or a Bachelor of Science degree. See requirements for the [B.A.](#) and [B.S.](#) degrees.

Major - 34 semester hours

SOCL 1133 - Introductory Sociology 3

SOCL 2233 - Global Social Problems 3 (must choose another course for the core)

SOCL 3314 - Statistics for the Social and Behavioral Sciences 4

SOCL 3633 - Research Methods 3

SOCL 4153 - Sociological Theory 3

SOCL 4803 - Applied Sociology **Internship** 3

Advanced Elective Courses - 15 semester hours

Fifteen advanced semester hours selected with the approval of the student's advisor

Comprehensive Examination

Course Inventory Update:

Change of Course Title Effective Fall 2024:

Course Prefix: SOCL

Course Number: 4803

Course Title: Applied Sociology **Internship**

All proposed changes are marked as such: deleted items are marked with a strikethrough line and new items are in bold and underlined. Italicized wording is justification or clarification from the proposing department/college.

McCoy College of Science, Mathematics and Engineering – Dr. Cobb

7. Dr. Cobb submitted the following undergraduate items for approval. Ms. Gose seconded the motion and the items were approved.

Chemistry, B.S.

Programs of study leading to the degree of Bachelor of Science with a major in chemistry are as follows:

Professional **focus** - option A.

This program provides the academic foundation for students who may wish to continue their studies in graduate chemistry, chemical engineering, or biochemistry. Students completing this program with 3 additional advanced chemistry hours and a chemistry GPA of 2.5 or better will be certified by the Committee on Professional Training of the American Chemical Society.

Interdisciplinary **focus** - option B.

This program provides the academic foundation in chemistry for students who may wish to reinforce their degree with a background in biology, business, computer science, chemical engineering, or other areas.

Biochemistry/Pre-Professional **focus** - option C.

This program provides the academic foundation for students who wish to continue their studies in biochemistry at the graduate level or in professional schools of optometry, physical therapy, pharmacy, physician's assistant, medicine, dentistry, or veterinary medicine. Students will also be able to matriculate into the Research and Development areas of industry and areas of forensic science.

Pre-Pharmacy focus – option D (this option not meant for continuing to graduate school in chemistry).

This program provides the academic foundation for students who wish to focus their studies for matriculation into a pharmacy program. This focus is meant to prepare the student with the scientific background to do well in a pharmacy program. Matriculation into a pharmacy program is dependent on the students GPA and PCAT scores as well as shadowing and community service.

Water Chemistry focus- option E (this option not meant for continuing to graduate school in chemistry).

This program provides the academic foundation for students who wish to focus their studies in the water chemistry industry. Water treatment and reuse is essential for our growing population. Whether it is in an industrial setting or a water treatment plant this major option will help students focus on future water careers in the job market.

For advancement as a pre-professional student seeking to gain admission to professional school (Medical, Dental, Veterinary Medicine, Physician's Assistant, Pharmacy, etc.), it is expected that students in options A-E will gain experience, formally or informally, in how these practices are run. This experience can be gained through employment, paid or unpaid internships, volunteering, or other instances where students can observe the various aspects of a professional practice.

The requirements for the degree of Bachelor of Science with a major in chemistry are as follows:

General

(See General Requirements for all Bachelor's Degrees)

Academic Foundations and Core Curriculum - 42 semester hours

(See Academic Foundations and Core Curriculum - 42 semester hours)

Bachelor of Science

(see Requirements for the Bachelor of Science Degree)

Major

Option A, ACS Certification

- CHEM 1141 - General Chemistry Laboratory 1
- CHEM 1143 - General Chemistry 3
- CHEM 1241 - General Chemistry Laboratory 1
- CHEM 1243 - General Chemistry 3
- CHEM 1253 - Descriptive Inorganic Chemistry 3
- CHEM 2001 - Organic Chemistry I Laboratory 1
- CHEM 2003 - Organic Chemistry I 3
- CHEM 2011 - Organic Chemistry II Laboratory 1
- CHEM 2013 - Organic Chemistry II 3
- CHEM 3305 - Analytical Chemistry I 5
- CHEM 3405 - Analytical Chemistry II 5
- CHEM 3603 - Physical Chemistry I 3
- CHEM 3705 - Physical Chemistry II 5
- CHEM 4243 - Biochemistry 3
- CHEM 4305 - Advanced Inorganic Chemistry 5
- CHEM 4001 - Seminar 1 semester hour (2 hours required)

Additional Advanced Courses - 4 hours

Three additional advanced hours in chemistry, exclusive of CHEM 3504.

One additional advanced laboratory hour in chemistry is required, exclusive of CHEM 3504.

Note:

Must maintain an overall GPA of 2.5 or better for certification.

(Those students who wish to continue their studies in graduate biochemistry should take CHEM 4242 and CHEM 4253.)

American Chemical Society Certification–With Honors

This designation will be awarded to students fulfilling the following:

- All regular requirements for the Bachelor of Science with a major in chemistry (Option A) and all the requirements for certification by the Committee on Professional Training of the American Chemical Society.
- Minimum GPA: 3.0 overall; 3.3 in chemistry courses.
- A minimum of 4 semester hours must be earned in independent research (CHEM 4911, CHEM 4922, CHEM 4933); this should be commenced in the junior year or earlier.
- Acceptance of a B.S. research paper (covering the undergraduate independent research project) by the chemistry faculty and the chair of the Honors committee.
- Presentation of a public lecture on the research paper to the chemistry faculty.

Option B

- CHEM 1141 - General Chemistry Laboratory 1
- CHEM 1143 - General Chemistry 3
- CHEM 1241 - General Chemistry Laboratory 1
- CHEM 1243 - General Chemistry 3
- CHEM 2001 - Organic Chemistry I Laboratory 1
- CHEM 2003 - Organic Chemistry I 3
- CHEM 2011 - Organic Chemistry II Laboratory 1
- CHEM 2013 - Organic Chemistry II 3
- CHEM 3305 - Analytical Chemistry I 5
- CHEM 3603 - Physical Chemistry I 3
- CHEM 4001 - Seminar 1 semester hour (2 hours required)

Additional Courses

- CHEM 3405 - Analytical Chemistry II 5
- or
- CHEM 4242 - Biochemistry Laboratory 2 and
- CHEM 4243 - Biochemistry 3
- or
- CHEM 3705 - Physical Chemistry II 5
- or
- CHEM 3504 - Introductory Environmental Chemistry 4

Option C

- CHEM 1141 - General Chemistry Laboratory 1
- CHEM 1143 - General Chemistry 3
- CHEM 1241 - General Chemistry Laboratory 1

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- CHEM 1243 - General Chemistry 3
- CHEM 2001 - Organic Chemistry I Laboratory 1
- CHEM 2003 - Organic Chemistry I 3
- CHEM 2011 - Organic Chemistry II Laboratory 1
- CHEM 2013 - Organic Chemistry II 3
- CHEM 4001 - Seminar 1 semester hour (two hours required)
- CHEM 4242 - Biochemistry Laboratory 2
- CHEM 4243 - Biochemistry 3
- CHEM 4253 - Biochemistry 3

Additional Courses

- 2 classes from the following:
- CHEM 3305 - Analytical Chemistry I 5
- CHEM 3405 - Analytical Chemistry II 5
- CHEM 3603 - Physical Chemistry I 3
- CHEM 3705 - Physical Chemistry II 5
- CHEM 4133 - Advanced Organic Chemistry 3
- CHEM 4305 - Advanced Inorganic Chemistry 5

Option D

- **CHEM 1141 - General Chemistry Laboratory 1**
- **CHEM 1143 - General Chemistry 3**
- **CHEM 1241 - General Chemistry Laboratory 1**
- **CHEM 1243 - General Chemistry 3**
- **CHEM 2001 - Organic Chemistry I Laboratory 1**
- **CHEM 2003 - Organic Chemistry I 3**
- **CHEM 2011 - Organic Chemistry II Laboratory 1**
- **CHEM 2013 - Organic Chemistry II 3**
- **CHEM 3305 - Analytical Chemistry I 5**
- **CHEM 3405 - Analytical Chemistry II 5**
- **CHEM 4001 - Seminar 1 semester hour (two hours required)**
- **CHEM 4242 - Biochemistry Laboratory 2**
- **CHEM 4243 - Biochemistry 3**
- **CHEM 4253 - Biochemistry 3**

Option E

- **CHEM 1141 - General Chemistry Laboratory 1**
- **CHEM 1143 - General Chemistry 3**
- **CHEM 1241 - General Chemistry Laboratory 1**
- **CHEM 1243 - General Chemistry 3**
- **CHEM 2001 - Organic Chemistry I Laboratory 1**
- **CHEM 2003 - Organic Chemistry I 3**
- **CHEM 2011 - Organic Chemistry II Laboratory 1**
- **CHEM 2013 - Organic Chemistry II 3**

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- **CHEM 3305 - Analytical Chemistry I 5**
- **CHEM 3405 - Analytical Chemistry II 5**
- **CHEM 3504 - Introductory Environmental Chemistry 4**
- **CHEM 4001 - Seminar 1 semester hour (two hours required)**

Optional Minor

Option A

Professional Chemistry:

Mathematics (See the Chemistry Program Advisor for specific course requirements.) OR

Physics (see the Chemistry Program Advisor for specific course requirements); OR

Other (see the Chemistry Program Advisor for specific course requirements)

Option B

Biology Emphasis - Biology; OR

Business Emphasis - Business Administration; OR

Computer Science Emphasis - Computer Science

Others (See your academic advisor.)

Option C

Pre-Optometry, Pre-Pharmacy, Pre-Physical Therapy, Pre-Medical, Pre-Dental, or Pre-Veterinary - Biology - (See Biology and the Health Professions Advisor for specific course requirements.)

Others (See your academic advisor.)

Option D

Biology - (See Biology and the Health Professions Advisor for specific course requirements.)

Others (See your academic advisor.)

Option E

None suggested (See your academic advisor for questions.)

Additional Requirements:

Requirements common to all optional degree plans:

- MATH 1634 - Calculus I 4
- ~~MATH 1734 - Calculus II 4~~
- ~~PHYS 1624 - Mechanics, Wave Motion, and Heat 4~~
- ~~PHYS 2644 - Electricity and Magnetism and Optics 4~~
- STAT 3573 - Probability and Statistics 3

Option A

All proposed changes are marked as such: deleted items are marked with a strikethrough line and new items are in bold and underlined. Italicized wording is justification or clarification from the proposing department/college.

- **MATH 1734 - Calculus II 4**
- MATH 2534 - Calculus III 4
- MATH 3433 - Differential Equations 3
- **PHYS 1624 - Mechanics, Wave Motion, and Heat 4**
- **PHYS 2644 - Electricity and Magnetism and Optics 4**

Option B

- **MATH 1734 - Calculus II 4**
- MATH 2534 - Calculus III 4
- **PHYS 1624 - Mechanics, Wave Motion, and Heat 4**
- **PHYS 2644 - Electricity and Magnetism and Optics 4**
- See Advisor for additional requirements.

Option C

- **MATH 1734 - Calculus II 4**
- BIOL 1114 - Life I: Molecular & Cellular Concepts 4
- BIOL 1214 - Life II: Evolution and Ecology 4
- **PHYS 1624 - Mechanics, Wave Motion, and Heat 4**
- **PHYS 2644 - Electricity and Magnetism and Optics 4**

*16 hours Advanced Biology

* Suggested classes for 16 hours of Advanced Biology for Option C are (see advisor when choosing classes):

- BIOL 3314 - General Microbiology 4
- BIOL 3334 - Genetics 4 (needed for the minor)
- BIOL 3434 - Entomology 4
-
- BIOL 4021 - Immunology Laboratory 1
- and
- BIOL 4023 - Immunology 3
-
- BIOL 4231 - Molecular Biology Laboratory 1
- and
- BIOL 4233 - Molecular Biology 3
-
- BIOL 4524 - Animal Parasitology 4
- BIOL 4714 - Cell Biology 4

Option D

- **PHYS 1144 - General Physics 4 OR PHYS 1624 - Mechanics, Wave Motion, and Heat 4**
- **ECON 2333 - Macroeconomic Principles 3**

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- **SPCH 1133 - Fundamentals of Speech Communication 3**
- **BIOL 1114 - Life I: Molecular & Cellular Concepts 4**
- **BIOL 1214 - Life II: Evolution and Ecology 4**
- **BIOL 1134 - Anatomy and Physiology I 4**
- **BIOL 1234 - Anatomy and Physiology II 4**
- **BIOL 3314 - General Microbiology 4**
- **BIOL 3334 - Genetics 4 (needed for the minor)**
- **BIOL 4231 - Molecular Biology Laboratory 1**
- **and**
- **BIOL 4233 - Molecular Biology 3**

Option E

- **BIOL 1114 - Life I: Molecular & Cellular Concepts 4**
- **BIOL 1214 - Life II: Evolution and Ecology 4**
- **PHYS 1144 - General Physics 4 OR PHYS 1624 - Mechanics, Wave Motion, and Heat 4**
- **GEOS 1134 - Physical Geology 4**
- **STEM 4900 - Internship in STEM 0**

***4 courses from Advanced Biology**

*** Suggested classes of Advanced Biology for Option E are (see advisor when choosing classes):**

- **BIOL 3044 - Bacteriology 4**
- **BIOL 3214 - Botany: Plant Life 4**
- **BIOL 3314 - General Microbiology 4**
- **BIOL 4524 - Animal Parasitology 4**
- **BIOL 4684 - Ecology 4**

***4 courses from Geosciences/Environmental**

*** Suggested classes of Advanced geosciences/environmental for Option E are (see advisor when choosing classes):**

- **GEOS 3044 - Geographic Information Systems (GIS) 4**
- **GEOS 4233 - Groundwater Hydrology 3**
- **GEOS 4734 - Hydrology 4**
- **GEOS 4844 - Environmental Geophysics 4**
- **ENSC 3103 - Environmental Policies and Laws 3**

Electives

Additional hours as needed to total a minimum of 120 semester credit hours with a minimum of 33 advanced.

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Geosciences – proposed changes to catalog

8. Dr. Cobb submitted the following undergraduate items for approval. Dr. Killion seconded the motion and the items were approved.

Proposed by: Jonathan Price, Chair, Kimbell School of Geosciences, approved by the Department Faculty

Summary: We add one major requirement: GEOS 3014 - Meteorology, Climate, and Climate Change to the GEOE (Environmental Science) Track that reduces general elective coursework. And we are addition a new option that focuses on water science. The option provides a pathway tailored to preparation for work in water-resource science.

Proposed Undergraduate Catalog Entry (with noted changes to 23-24 Catalog) as approved by MCOSME College Council

Geosciences, B.S.

Return to: Majors/Minors/Programs, A-Z list

The requirements for the degree of Bachelor of Science Degree with a major in Geosciences may be satisfied through either:

A. Environmental Science track (GEOE)

a. Option A - Biology

b. Option B - Chemistry

c. Option C – Geosciences

d. Option D - Water

B. Geosciences track (GEOS)

General

(See General Requirements for all Bachelor's Degrees)

Academic Foundations and Core Curriculum - 42 semester hours

(See Academic Foundations and Core Curriculum - 42 semester hours)

Bachelor of Science

All proposed changes are marked as such: deleted items are marked with a strikethrough line and new items are in bold and underlined. Italicized wording is justification or clarification from the proposing department/college.

(see Requirements for the Bachelor of Science Degree)

Environmental Science Track (GEOE)

Major:

Interdisciplinary -

ENSC 1114 - Foundations of Environmental Science 4

ENSC 3103 - Environmental Policies and Laws 3

ENSC 4103 - Internship 3

BIOL 1114 - Life I: Molecular & Cellular Concepts 4

BIOL 1214 - Life II: Evolution and Ecology 4

BIOL 3104 - Fundamental Genetics 4

CHEM 1141 - General Chemistry Laboratory 1

CHEM 1143 - General Chemistry 3

CHEM 1241 - General Chemistry Laboratory 1

CHEM 1243 - General Chemistry 3

GEOS 3014 - Meteorology, Climate, and Climate Change -4

CHEM 3504 - Introductory Environmental Chemistry 4

GEOS 1134 - Physical Geology 4

GEOS 3044 - Geographic Information Systems (GIS) 4

GEOS 4001 - Geosciences Seminar 1

CMPS 1023 - The Digital Culture 3

or

CMPS 1044 - Computer Science I 4

Options (must choose one):

Option A - Biology:

BIOL 3033 - Field Biology 3

BIOL 3113 - Biogeography 3

BIOL 3534 - Systematic Botany 4

All proposed changes are marked as such: deleted items are marked with a strikethrough line and new items are in bold and underlined. Italicized wording is justification or clarification from the proposing department/college.

BIOL 4684 - Ecology 4

OR

BIOL 4673 - Desert Ecology 3

OR

BIOL 4693 - Tropical Rainforest Ecology 3 semester hours

Plus ~~5~~ **6** additional **BIOL** hours

Option B - Chemistry:

CHEM 3305 - Analytical Chemistry I 5

CHEM 3405 - Analytical Chemistry II 5

Plus 8 additional **CHEM** hours

Option C - Geosciences:

GEOS 1234 - Historical Geology 4

GEOS 3134 - Mineralogy 4

GEOS 3034 - Oceanography 4

or

GEOS 4233 - Groundwater Hydrology 3

or

GEOS 3084 - Computing in Geospatial Sciences 4

GEOS 3533 - Solid Earth and Exploration Geophysics 3

OR

GEOS 4844 - Environmental Geophysics 4

Plus 3-4 additional **GEOS** hours

Option D - Water:

BIOL 3314- General Microbiology 4

or

BIOL 3044 Bacteriology 4

BIOL 4684 Ecology 4

or

All proposed changes are marked as such: deleted items are marked with a strikethrough line and new items are in bold and underlined. Italicized wording is justification or clarification from the proposing department/college.

BIOL 4673 Desert Ecology 3

or

BIOL 4693 Tropical Rainforest Ecology 3

CHEM 3305 - Analytical Chemistry I 5

CHEM 3405 - Analytical Chemistry II 5

GEOS 3034 - Oceanography 4

or

GEOS 4233 - Groundwater Hydrology 3

or

GEOS 4734 – Hydrology 4

Program Requirements:

PHYS 1144 - General Physics 4

PHYS 1244 - General Physics 4

~~MATH 1433 – Plane Trigonometry 3~~

~~OR~~

MATH 1534 - Precalculus 4

MATH 1634 - Calculus I 4

STAT 3573 - Probability and Statistics 3

~~5–6 hours of BIOL, CHEM, or GEOS electives are required~~

Electives in BIOL, CHEM, or GEOS as necessary to complete 120 hours

Geosciences Track (GEOS)

Major:

GEOS 1134 - Physical Geology 4

GEOS 1234 - Historical Geology 4

GEOS 3044 - Geographic Information Systems (GIS) 4

GEOS 3134 - Mineralogy 4

GEOS 3234 - Petrology 4

GEOS 3434 - Structural Geology 4

All proposed changes are marked as such: deleted items are marked with a strikethrough line and new items are in bold and underlined. Italicized wording is justification or clarification from the proposing department/college.

GEOS 3533 - Solid Earth and Exploration Geophysics 3

GEOS 3534 - Invertebrate Paleobiology 4

GEOS 4001 - Geosciences Seminar 1

GEOS 4533 - Introduction to Ore Deposits and Energy Resources 3

GEOS 4534 - Sedimentology and Stratigraphy 4

Complete Field Geology (6-hour field camp) in transfer (see advisor for details)

Program Requirements:

CHEM 1141 - General Chemistry Laboratory 1

CHEM 1143 - General Chemistry 3

CHEM 1241 - General Chemistry Laboratory 1

CHEM 1243 - General Chemistry 3

CMPS 1023 - The Digital Culture 3

or

CMPS 1044 - Computer Science I 4

MATH 1634 - Calculus I 4

MATH 1734 - Calculus II 4

STAT 3573 - Probability and Statistics 3

PHYS 1144 - General Physics 4

and

PHYS 1244 - General Physics 4

(OR)

PHYS 1624 - Mechanics, Wave Motion, and Heat 4

and

PHYS 2644 - Electricity and Magnetism and Optics 4

Plus 7 additional hours of GEOS classes

All proposed changes are marked as such: deleted items are marked with a strikethrough line and new items are in bold and underlined. Italicized wording is justification or clarification from the proposing department/college.

Graduate Course and Catalog Changes – Dr. Ziegler

9. Dr. Ziegler submitted the following graduate items for approval. Dr. Watson seconded the motion and the items were approved.

West College of Education

Course Inventory/ Catalog changes Effective Fall 2024

Educational Leadership, M.Ed.

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 National Educational Leadership Preparation (NELP) and Texas Education Agency (TEA) standards.

Program Information: Students will work in informal cohorts to apply educational leadership knowledge and skills to current school issues, often 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 and two years of teaching experience.

Students who already possess a master's degree may enroll in a non-degree program leading to principal certification. Students pursuing principal certification will be directed by a program advisor to enroll in required educational leadership courses not already taken in their master's degree work. Research courses (6 hours) are not required; practicum is required.

Students who are not certified K-12 teachers may choose to study a Master of Education degree with a major in Educational Leadership without Principal Certification.

Students who may pursue a terminal degree are highly encouraged to select the Applied Research option.

In order to be recommended to take the state principal certification exam, candidates must first pass the principal certification practice exam.

Master of Education with a major in Educational Leadership with Principal Certification
Applied Research Option (33 hours)

Core courses are:

All proposed changes are marked as such: deleted items are marked with a strikethrough line and new items are in bold and underlined. Italicized wording is justification or clarification from the proposing department/college.

-
- EDLE 5593 - Leadership and Communication Processes
 - EDLE 5603 - Introduction to Leadership
 - EDLE 5623 - School Law and Personnel
 - EDLE 5643 - School Business Management
 - EDLE 5683 - Instructional Improvement and Staff Development

Additional courses are:

-
- EDLE 5653 - Building School Communities for Diverse Learners
 - EDLE 5663 - Community Politics and Public Relations
 - EDLE 5673 - Leadership in School Change
 - EDLE 5693 - Graduate Practicum in Educational Leadership
 - EDUC 5053 - Introduction to Research
 - EDUC 6753 - Applied Research

Master of Education with a major in Educational Leadership with Principal Certification Non-Applied Research Option (30 hours)

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 5683 - Instructional Improvement and Staff Development

Additional Courses are:

- EDLE 5653 - Building School Communities for Diverse Learners
- EDLE 5663 - Community Politics and Public Relations
- EDLE 5673 - Leadership in School Change
- EDLE 5693 - Graduate Practicum in Educational Leadership
- EDUC 5053 - Introduction to Research

Master of Education with a major in Educational Leadership without Principal Certification
Applied Research Option (33 hours)

Core courses are:

- EDLE 5703 - Personal Leadership for Education Professionals
- EDLE 5713 - Leading through Effective Communication
- EDLE 5723 - Understanding P-12 School Law
- EDLE 5733 - Public School Financial Management
- EDLE 5743 - Supervising Instruction and Instructor Development

Additional courses are:

- EDLE 5653 - Building School Communities for Diverse Learners
- EDLE 5663 - Community Politics and Public Relations
- EDLE 5673 - Leadership in School Change
- EDUC 5053 - Introduction to Research
- EDUC 6753 - Applied Research

Electives:

3 hours of electives to be chose from the West College of Education Graduate Courses.

Master of Education with a major in Educational Leadership without Principal Certification

All proposed changes are marked as such: deleted items are marked with a strikethrough line and new items are in bold and underlined. Italicized wording is justification or clarification from the proposing department/college.

Non-Applied Research Option (30 hours)

Core courses are:

- EDLE 5703 - Personal Leadership for Education Professionals
- EDLE 5713 - Leading through Effective Communication
- EDLE 5723 - Understanding P-12 School Law
- EDLE 5733 - Public School Financial Management
- EDLE 5743 - Supervising Instruction and Instructor Development

Additional Courses are:

-
- EDLE 5653 - Building School Communities for Diverse Learners
 - EDLE 5663 - Community Politics and Public Relations
 - EDLE 5673 - Leadership in School Change
 - EDUC 5053 - Introduction to Research

Electives:

3 hours of electives to be chose from the West College of Education Graduate Courses.

Master of Education with a major in Educational Leadership and a Concentration in Special Education

This program requires 42 semester credit hours.

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
- EDLE 5683 - Instructional Improvement and Staff Development
- EDLE 5693 - Graduate Practicum in Educational Leadership
- EDUC 5053 - Introduction to Research
- SPED 5613 - Foundations of Special Education
- SPED 6013 - Teaching Strategies for Affective Disorders
- **SPED 6203 - Special Education Law for Non-Texas Certification Majors**
- **SPED 6933 - Ethics and Practice Standards in Special Education for Non-Texas Certification Majors**
- ~~SPED 6913 - Special Education Law~~
- SPED 6953 - Special Graduate Topics in Special Education
- ~~SPED 6963 - Ethics and Practice Standards in Special Education~~

Additional course:

An additional 3 hours of electives in Special Education.

Master of Education with a major in Educational Leadership and a Concentration in Sport Administration

This program requires 42 semester credit hours.

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
- EDLE 5683 - Instructional Improvement and Staff Development
- EDLE 5693 - Graduate Practicum in Educational Leadership
- EDUC 5053 - Introduction to Research
- EDUC 6753 - Applied Research

All proposed changes are marked as such: deleted items are marked with a strikethrough line and new items are in bold and underlined. Italicized wording is justification or clarification from the proposing department/college.

- SPAD 5033 - Ethics & Legal Issues in Sport Management
- SPAD 5513 - Inclusion and Diversity in Sport
- SPAD 5523 - Event & Facilities Management
- SPAD 5623 - Media & Community Relations in Sport
- SPAD 5723 - Sport Marketing & Finance

Master of Education with a major in Educational Leadership and a concentration in Higher Education Administration Applied Research Option (33 hours)

Mission Statement: The Master of Education with a major in Educational Leadership and a concentration in Higher Education Administration focuses on broad-based areas of knowledge and study that examines the management and coordination of programs, policies, and processes pertaining to colleges and universities. Graduates with a master's may work in university housing, student affairs, admissions, enrollment management and retention, university advancement or many of the other non-academic areas of universities and colleges. Current practitioners in respective areas of university operations develop and deliver the curriculum, rather than theorists.

Students who may pursue a terminal degree are highly encouraged to select the Applied Research option.

Courses are:

- EDLE 5203 - Higher Education Law
- EDLE 5443 - Higher Education Business and Finance
- EDLE 5513 - The College Student
- EDLE 5633 - Administration of Higher Education
- EDLE 5663 - Community Politics and Public Relations
- EDLE 5703 - Personal Leadership for Education Professionals
- EDLE 5753 - University Advancement
- EDLE 5803 - Enrollment Management Principles and Practices
- EDUC 5053 - Introduction to Research
- EDUC 6753 - Applied Research
- EDUC 6823 - Graduate Practicum in Professional Studies

All proposed changes are marked as such: deleted items are marked with a strikethrough line and new items are in bold and underlined. Italicized wording is justification or clarification from the proposing department/college.

Master of Education with a major in Educational Leadership and a concentration in Higher Education Administration Non-Applied Research Option (30 hours)

Core courses are:

- EDLE 5203 - Higher Education Law
- EDLE 5443 - Higher Education Business and Finance
- EDLE 5513 - The College Student
- EDLE 5633 - Administration of Higher Education
- EDLE 5663 - Community Politics and Public Relations
- EDLE 5703 - Personal Leadership for Education Professionals
- EDLE 5753 - University Advancement
- EDLE 5803 - Enrollment Management Principles and Practices
- EDUC 5053 - Introduction to Research
- EDUC 6823 - Graduate Practicum in Professional Studies

10. Dr. Ziegler submitted the following graduate items for approval. Dr. Cobb seconded the motion and the items were approved.

Special Education, M.Ed. – Effective Fall 2024

https://catalog.msutexas.edu/preview_program.php?catoid=40&poid=5638&returnto=2207

Mission Statement: The mission of the Master of Education degree with a major in Special Education is to prepare candidates to lead their schools and communities in providing services to students with disabilities.

The Master of Education in Special Education is for teachers who have Texas certification in special education is designed to prepare them as Educational Diagnosticians who can use their leadership in providing services to students with disabilities in their schools and communities. Completion of the degree requirements allows students to apply for professional certification

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upon satisfactory completion of the state mandated TExES requirement as an Educational Diagnostician.

The Master of Education in Special Education for graduates will prepare them with the knowledge and skills required to provide leadership on their campuses and in their communities in providing services for students who have disabilities. The degree will then help them develop knowledge and skills in a variety of advanced areas of special education. ~~Students completing the Master of Education with a major in Educational Leadership with a Special Education concentration may concurrently include courses for diagnostician certification upon approval of the Educational Leadership and Special Education program coordinators.~~

The Master of Education in Special Education with an emphasis in dyslexia is designed for teachers interested in working with children or adults who have dyslexia or related disorders. Completion of this degree qualifies the student to apply for professional certification upon completion of a comprehensive examination by the Academic Language Therapists Association (ALTA). Upon passing the exam, graduates will also receive the title of **Certified Academic Language Therapist (CALT)**. ~~Licensed Dyslexia Therapist (LDT).~~

An application for professional certification as an Educational Diagnostician requires three years of classroom teaching in an accredited school. An applicant for the Master of Education degree in special education and Texas Educational Diagnostician's Certificate must present the following minimum criteria for acceptance into the graduate program:

1. bachelor's degree and standard Texas Teacher Certificate or equivalent;
2. a grade point average of 3.0 in previous education courses; and
3. additionally, successful committee screening on selected criteria.

Major in Special Education (Degree only, non-Educational Diagnostician Pathway)

The program consists of 36 semester hours.

- COUN 6013 - Human Relations
- EDUC 5053 - Introduction to Research
- EDUC 6753 - Applied Research
- SPED 5013 - Exceptional Individuals
- SPED 6013 - Teaching Strategies for Affective Disorders
- SPED 6033 - Early Childhood Special Education
- SPED 6203 - Special Education Law for Non-Texas Certification Majors
- SPED 6263 - Vocational, Motor Skills and Assistive Technology Assessment for Non-Texas Certification Majors

- SPED 6273 - Foundations of Special Education Leadership for Non-Texas Certification Majors
- SPED 6933 - Ethics and Practice Standards in Special Education for Non-Texas Certification Majors
- SPED 6953 - Special Graduate Topics in Special Education
- Three (3) hours of approved electives.

Major in Special Education (Degree with Educational Diagnostician Pathway)

This pathway completes the required course work for Educational Diagnostician certification. For information regarding the certification, contact advisor. The program consists of 36 semester hours.

- COUN 6013 - Human Relations
- EDUC 5053 - Introduction to Research
- EDUC 6753 - Applied Research
- SPED 5613 - Foundations of Special Education
- SPED 6013 - Teaching Strategies for Affective Disorders
- SPED 6613 - Individual Assessment I
- SPED 6623 - Individual Assessment II
- SPED 6633 - Vocational, Motor Skills, and Assistive Technology Assessment
- SPED 6913 - Special Education Law
- SPED 6943 - Practicum in Special Education
- SPED 6953 - Special Graduate Topics in Special Education
- SPED 6963 - Ethics and Practice Standards in Special Education

Major in Special Education (Non-Texas Certification)

This degree is designed for anyone interested in psychometric testing that is not seeking Texas certification. The program consists of 36 semester hours.

- COUN 6013 - Human Relations
- EDUC 5053 - Introduction to Research
- EDUC 6753 - Applied Research
- SPED 5613 - Foundations of Special Education

- SPED 6013 - Teaching Strategies for Affective Disorders
- SPED 6203 - Special Education Law for Non-Texas Certification Majors
- SPED 6213 - Individualized Assessment I for Non-Texas Certification Majors
- SPED 6223 - Individualized Assessment II for Non-Texas Certification Majors
- SPED 6263 - Vocational, Motor Skills and Assistive Technology Assessment for Non-Texas Certification Majors
- SPED 6283 - Practicum in Special Education for Non-Texas Certification Majors
- SPED 6933 - Ethics and Practice Standards in Special Education for Non-Texas Certification Majors
- SPED 6953 - Special Graduate Topics in Special Education

Major in Special Education with Dyslexia Emphasis Only

The Master of Education degree in Special Education with an emphasis in dyslexia provides the opportunity for the student to become a specialist in the field of dyslexia and related learning differences. The program requires two years of graduate study, extensive practice teaching hours, and clinical teaching hours.

Professional certification as a ~~LDT~~ CALT requires the following:

1. A master's degree from an accredited institution
2. Completion of comprehensive therapist training under the supervision of a Qualified Instructor that includes a minimum of 200 instructional hours, a minimum of 700 clinical/teaching hours, a minimum of 10 demonstrations, clinical/teaching documentation, and proof of the therapist's progress and competency.
3. Acceptable performance on a comprehensive examination administered by ALTA.
4. Completion of 3 CEUs (30 contact hours) every three years.

The program consists of 36 semester hours.

Course Credit for CALT:

- SPED 5103 - Survey of Dyslexia and Related Learning Disabilities
- SPED 5113 - Promoting Early Language Development of the Dyslexic Student/Practicum Experience
- SPED 5123 - Reading Fluency Instruction and Assessment for the Dyslexic Student/Practicum Experience
- SPED 5133 - Morphological and Syntactical Awareness for the Dyslexic Student/Practicum

Experience

- SPED 5143 - Cognitive and Linguistic Structure of Written Language for the Dyslexic Student/Practicum Experience

Additional Courses:

- COUN 6013 - Human Relations
- EDUC 5053 - Introduction to Research
- EDUC 6753 - Applied Research
- SPED 5013 - Exceptional Individuals
- SPED 6013 - Teaching Strategies for Affective Disorders
- SPED 6203 - Special Education Law for Non-Texas Certification Majors
- SPED 6933 - Ethics and Practice Standards in Special Education for Non-Texas Certification Majors

Additional Information:

The applicant must provide proof they are enrolled in a Certified Academic Language Therapist (CALT) Training Program as part of the application process.

Dyslexia training programs delivered at a qualifying IMSLEC are also eligible for this degree option.

Major in Special Education with Dyslexia Emphasis (Degree with Educational Diagnostician Pathway). Option for students already certified to teach special education.

Educational Diagnostician Certification is available with this Dyslexia emphasis ~~for students holding an undergraduate degree/certification in Special Education~~. Students must declare Educational Diagnostician program at admission. The program consists of 42 semester hours.

Course Credit for CALT:

- SPED 5103 - Survey of Dyslexia and Related Learning Disabilities
- SPED 5113 - Promoting Early Language Development of the Dyslexic Student/Practicum Experience
- SPED 5123 - Reading Fluency Instruction and Assessment for the Dyslexic Student/Practicum Experience

- SPED 5133 - Morphological and Syntactical Awareness for the Dyslexic Student/Practicum Experience
- SPED 5143 - Cognitive and Linguistic Structure of Written Language for the Dyslexic Student/Practicum Experience

Additional Courses:

- EDUC 5053 - Introduction to Research
- EDUC 6753 - Applied Research
- SPED 6013 - Teaching Strategies for Affective Disorders

6 Additional Courses for Educational Diagnostician:

Adding Educational Diagnostician is available with this degree option for students with the addition of the following 6 courses when the decision is made at the admission of the dyslexia program.

- SPED 6613 - Individual Assessment I
- SPED 6623 - Individual Assessment II
- SPED 6633 - Vocational, Motor Skills, and Assistive Technology Assessment
- SPED 6913 - Special Education Law
- SPED 6943 - Practicum in Special Education
- SPED 6963 - Ethics and Practice Standards in Special Education

Additional Information:

The applicant must provide proof they are enrolled in a Certified Academic Language Therapist (CALT) Training Program as part of the application process.

Dyslexia training programs delivered at a qualifying IMSLEC are also eligible for this degree option.

West College of Education

11. Dr. Ziegler submitted the following graduate items for approval. Ms. Gose seconded the motion and the items were approved.

Course Inventory/ Catalog changes Effective Fall 2024

Human Resource Development, M.A.

Mission Statement: The Master of Arts with a major in human resource development, which requires 30 semester hours, prepares individuals to work in business, industry, or government in employee assistance, training, or employee development programs. Upon completion of this degree students will have the foundation to impart knowledge, change attitudes, and increase skills.

~~Enrollment in courses with the COUN prefix (with the exception of COUN 6013) requires admission to the Master of Arts in human resource development program or permission of the Counseling Program Coordinator.~~

Human Resource Development Requirements:

- COUN 5223 - Career Development Counseling
- COUN 5333 - Employee Assistance Issues
- COUN 5373 - Human Resource Development Ethical Issues
- COUN 5413 - Professional Orientation for Human Resource Development
- COUN 6073 - Communication Skills for Human Resource Development
- EDUC 5053 - Introduction to Research
- EDUC 5513 - Introduction to Training and Development
- EDUC 5523 - Trends and Issues in Training and Human Resource Development
- EDUC 5533 - Instructional Strategies for Adult Learners
- EDUC 5583 - Graduate Internship in Training and Development

Human Resource Development with a concentration in Training and Development Requirements:

- COUN 5373 - Human Resource Development Ethical Issues
- COUN 5413 - Professional Orientation for Human Resource Development
- COUN 6073 - Communication Skills for Human Resource Development
- EDUC 5053 - Introduction to Research
- EDUC 5513 - Introduction to Training and Development

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- EDUC 5523 - Trends and Issues in Training and Human Resource Development
- EDUC 5533 - Instructional Strategies for Adult Learners
- EDUC 5583 - Graduate Internship in Training and Development

6 hours technology from:

- IDT 5103 - Digital Literacies: Navigate, Evaluate, and Create
- IDT 5123 - Instructional Technology Design
- IDT 5133 - Technology Integration
- IDT 5143 - Multimedia Development I
- IDT 5173 - Multimedia Development II

12. Dr. Ziegler discussed the following non-voting information item.

Policy Changes Effective Fall 2024

Graduate Awards

Every graduate degree program (not certificate programs) will nominate a graduate student of the year. The graduate school will award \$100 for each program winner/finalist/nominee. We request that these 'finalists' be included in the spring honor's banquet program. The graduate school will send out the call to programs and coordinators and will collect the names.

These names are submitted at the college level, and one name from each college receives the outstanding graduate (\$1,000 for each winner; McAda will supplement \$750).

13. Dr. Ziegler submitted the following graduate items for approval. Dr. Killion seconded the motion and the items were approved.

Policy on Retakes

Graduate Degrees Offered

The following master's and doctoral degrees are offered at Midwestern State University:

Doctor of Education

Major offered in Educational Leadership

Master of Arts

Majors offered in Biology, Clinical Mental Health, English, History, Human Resource Development, and Psychology

Master of Arts in Criminal Justice

Major offered in Criminal Justice

Master of Business Administration

Major offered in Business Administration

Master of Education

Majors offered in Curriculum and Instruction, Educational Leadership, Special Education, and Sport Administration

Master of Health Administration

Major offered in Health Services Administration

Master of Professional Studies

Major offered in Professional Studies

Master of Science

Majors offered in Biology, Computer Science, English, and Geosciences

Master of Science in Exercise Physiology

Major offered in Exercise Physiology

Master of Science in Nursing

Majors offered in Family Nurse Practitioner and Family Psychiatric Mental Health Nurse Practitioner

Master of Science in Radiologic Sciences

Majors offered in Radiologic Administration, Radiologic Education, and Radiologist Assistant

Graduate minors are available in Biology, English, History, Instructional Design and Technology Minor, Mathematics, Sport Administration, Teacher Leadership, and Training and Development.

The Gunn College of Health Sciences and Human Services offers graduate certificates in Computed Tomography, Health Services Administration, Magnetic Resonance Imaging, and Mammography, as well as a Post-Master's Family Nurse Practitioner Certificate and a Post-Master's Family Psychiatric Mental Health Nurse Practitioner Certificate. The West College of Education offers a Post-Master's Educational Diagnostician Certificate and a Post-Master's Principal Certificate. The Prothro-Yeager College of Humanities and Social Sciences offers graduate certificates in English-Professional Studies, English- Literature and Language Studies and History.

Graduate Faculty Requirements

Appointments to the Graduate Faculty originate at the department level in consultation with the graduate coordinator, and then are taken to the dean of the college, the Dean of the Dr. Billie Doris McAda Graduate School, and the Provost for final approval. In order to qualify for the Graduate Faculty, a faculty member must hold a terminal degree or have a demonstrated competency in lieu of the degree, which, in turn, must be documented by the department, and be a productive, creative scholar. The department's Graduate Council representative, the department chair, the college council, and the dean of the college have the responsibility to see that these standards are met. Their recommendations, upon approval of the dean of the college, will be forwarded to the Dean of the McAda Graduate School and the Provost. Graduate Faculty status has three levels of membership: Full Graduate Faculty, Associate Graduate Faculty, and Adjunct Graduate Faculty. Further explanation of these appointments may be found in the Midwestern State University Operating Policies and Procedures Manual, OP 42.01 Graduate Faculty Requirements and Procedures at <https://public.powerdms.com/MidwesternState/tree/documents/2223724>.

Demonstrated competency to teach at the graduate level must be documented by the department chair and college dean. Faculty appointments must be approved through the appropriate channels prior to the teaching of any graduate level courses or serving on any graduate committees. Persons who are not members of the Graduate Faculty may not teach graduate level courses.

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 Dean of the Dr. Billie Doris McAda Graduate School, 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 Dean of the McAda Graduate School, 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 Dr. Billie Doris McAda Graduate School and the candidate's intended 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. Prospective students are encouraged to contact the Graduate School and visit our website <https://msutexas.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:

Application for Graduate Admission: Midwestern State has a graduate application processing fee of (U.S.) \$50.00. Students may apply online via our website at <https://msutexas.edu/academics/graduate-school/how-to-apply.php>. Applications may be submitted online by the following dates:

Application deadlines:

Fall - August 1

Spring - December 1

Summer
I - May 1

Summer
II - June 1

Click here for [International Application deadlines](#).

A student who has previously attended Midwestern State as a graduate student, but who did not enroll for fall or spring term must reactivate his or her file 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 \$50.00. All late applications are subject to approval by the Dean of

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the McAda Graduate School. 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: The requirement for standardized test scores is decided at the college level. Students should contact the graduate coordinator of their intended graduate program for information. If test scores are required, the scores must be no more than ten years old. Students for whom official test scores cannot be obtained from an approved official source will be required to retake the test. An official transcript from each institution attended must be received from an official source prior to admission. (See section for program requirements.) Students must also meet program specific admission requirements and standards.

Non-degree Seeking Students

Post-Baccalaureate, Post-Master's, or Certificate Seeking: Students under this classification are taking courses for professional improvement or certification, and are not pursuing a master's degree. Other than teacher's certification students, non-degree seeking students are not eligible for financial aid.

Courses taken as a post-baccalaureate student may be transferred into a master's 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, and 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 Dean of the McAda Graduate School with a recommended decision for admission. The Dean of the McAda Graduate School 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:

Early Admission Decision for Graduating Baccalaureate Students:

Students may request an early admission decision if they are in their last semester and pending graduation with a bachelor's degree from a regionally accredited institution. Students must present official GRE, GMAT, or MAT scores, if required by the program to which they are applying, as well as an official current transcript from their undergraduate institution prior to requesting an early admission decision. If an early admission decision is granted by the graduate coordinator, students who will receive their undergraduate degree from an institution other than

Midwestern State University will be required to submit an official transcript documenting the degree conferred prior to registration for classes. However, students who will receive their undergraduate degrees from Midwestern State University will be able to register for classes, during the scheduled registration periods, upon receipt of a Permit to Register. MSU students who have been allowed to register prior to graduation will be dropped from their graduate classes if they fail to graduate as planned. Note: Not all University departments allow early admission into their graduate programs.

Admission to the Dr. Billie Doris McAda Graduate School

Unconditional Admission

An applicant who meets each of the following admission criteria may be eligible for unconditional admission by the graduate faculty of the student's intended major:

1. A bachelor's degree from a regionally accredited institution. The McAda 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. MSU requests that international graduate student transcripts be evaluated by a preferred third party for degree clarification. MSU will also accept evaluations from NACES members.
2. A cumulative undergraduate GPA of at least 3.0 from the student's graduating institution.
3. A competitive score on the standardized graduate test, if required by the graduate program. The requirement for standardized test scores is decided at the college level. The student should contact the graduate coordinator of the intended graduate program for information. The McAda 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 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 McAda 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. MSU requests that international graduate student applicant transcripts be evaluated by a preferred third party for degree clarification. MSU will also accept evaluations from NACES members.
2. An official score for the standardized graduate test, if required by the graduate program. The requirement for standardized test scores is decided at the college level. The student should contact the graduate coordinator of the intended graduate program for

information. The McAda Graduate School must receive official admissions test scores directly from the organization that administers the test.

A student who is conditionally admitted must earn a grade point average of 3.0 or better in the first four graduate courses (which total at least 12 semester credit hours) 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.

Provisional Admission

A student may be admitted in the provisional admission status if transcripts and test scores, if required by their graduate program, have not been received in the McAda Graduate School in a timely manner to facilitate admission decisions. To be considered for this admission status, students must present a transcript with proof of a bachelor's degree conferred and test scores. Final transcripts must be received no later than 30 calendar days after the first day of class in the semester in which a student matriculates. An incomplete-credentials hold will be placed on the student's record preventing future registration until all transcripts and test scores are received and the student has been admitted into a graduate program. If transcripts and 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 are administratively withdrawn are only due refunds in accordance with the MSU refund schedule. Not all graduate programs offer provisional admission status.

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 recommendations to the Dean of the Dr. Billie Doris McAda Graduate School. 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 Dean of the McAda Graduate School for consideration.
5. Within ten working days from receipt of the appeal, the Dean of the McAda Graduate School should respond to the student in writing as to his or her disposition of this appeal.

Graduate School Academic Fresh Start Admission

Upon application and prior to enrollment, a graduate student may request consideration for a "fresh start" when returning or applying to a graduate program leading to a master's degree at Midwestern State University. The student must present a signed statement requesting consideration, and must not register until approval has been received. Once elected, the decision is not revocable. A "fresh start" is defined as beginning a graduate program and having the graduate academic record reflect that grades from courses taken previously for graduate credit are not to be considered in the GPA calculation for the new graduate program. All graduate courses previously taken and grades previously earned at Midwestern State University will remain on the student's academic record.

To be considered for a fresh start, the student must submit a graduate admission application and a written statement of purpose for seeking readmission to the dean of the Dr. Billie Doris McAda Graduate School and must meet the following criteria:

1. A period of time of no less than three years has elapsed since the student last attended or was dismissed from an MSU graduate program;
2. The student's previous graduate GPA is below the minimum required to earn a master's degree (3.0 on a 4.0 scale);
3. The student meets current Graduate School admission requirements; and
4. The student has been recommended for admission to the program by the appropriate department.

Courses completed in a previous MSU graduate program for which the Academic Fresh Start was approved will not transfer nor be applied to the requirements of the new program. The new program, begun after the approval of the Academic Fresh Start, must be finished and the degree conferred within six years of the completion of the first course taken under the fresh start election. The student must complete a minimum of 30 semester credit hours, and the program of study must meet all departmental and Graduate School requirements.

Only one graduate career fresh start will be granted to any one graduate student at Midwestern State University. Final approval for a fresh start application rests with the dean of the Dr. Billie Doris McAda Graduate School. Because the permanent academic record is affected, once approved, the graduate student must remain enrolled through census date of the term to remain eligible for the permanent academic record to be documented.

Housing

After acceptance for admission, the Office of Residence Life & Housing will forward information to all applicants who indicated on the application for admission that they plan to live in university housing. University housing includes traditional-style residence halls, suites, and apartments. Contact the Office of Residence Life & Housing at 940-397-4217 or <https://msutexas.edu/housing>.

International Students

Admission - International applicants to Midwestern State University must meet entrance requirements as outlined for all students and the items listed below to be considered for admission.

1. An application for admission by the following deadlines:

Fall - August 1

Spring - December 1

Summer - March 15

International applicants outside of the United States should have applications submitted by the priority deadlines listed below for consideration of visa services.

Fall - June 1

Spring - October 1

Summer - March 15

2. An application fee of (U.S.) \$50.00.
3. A course-by-course credential evaluation with GPA that includes verified transcripts from each college and university attended. MSU strongly prefers the WES ICAP evaluation, but will accept a comparable evaluation from an NACES member.
4. Official Test of English as a Foreign Language (TOEFL) scores. Applicants must submit a score of at least 79 on the Internet-based examination to meet the university requirement for unconditional admission. Students taking TOEFL iBT will be required to score a minimum total test score of 79, with preferred scores on each of the sections of the test as follows:

Writing - 20

Speaking - 20

Reading - 19

Listening - 20

IELTS Test score of 6.0 will serve as an acceptable alternative to the above TOEFL requirement.
 ITEP Test score of 4.0 will serve as an acceptable alternative to the above TOEFL requirement.
 PTE Test score of 53 will serve as an acceptable alternative to the above TOEFL requirement.

A language proficiency test is not required if English is the native language. A local English proficiency examination may be required.

Applicants from countries where English is not the official language must demonstrate the requisite level of proficiency to embark on graduate studies.

5. An official bank financial statement accompanied by either a letter of sponsorship or an MSU Affidavit of Support that shows the availability of financial funding adequate to meet the tuition, living, book, insurance, and incidental expenses of the first year. The availability of funds from the same or equally reliable source must be assured for the duration of the program of study.
6. Health insurance, including repatriation and medical evacuation benefits must be purchased for the duration of studies prior to initial enrollment.

NATO personnel stationed in Texas OR their dependents must meet the requirements shown in items 3 and 6. Local English proficiency examinations are required for admissibility in lieu of the TOEFL and will be scheduled upon request. Applicants are required to contact the Graduate Admissions Office to determine eligibility.

International students on F-1 visas may not be enrolled primarily in internet courses in any given semester. Students should consult an international advisor well in advance of each semester to ensure compliance.

General Requirements for the Master's Degree

All candidates for the master's degree must show evidence of mastery of their field of study, research in their area of interest, and ability to express their findings competently in writing as well as orally. Each department has specific guidelines.

Master's Degree Plan

The master's degree plan is issued to the student by the graduate coordinator. It is the result of an examination of the student's academic background in the proposed major and minor fields by the graduate coordinator. It outlines any requirements yet to be met before unconditional admission to graduate study is granted, and it gives the recommended program of study.

The master's degree plan is to be retained for reference until the degree is completed. A copy is maintained in the Office of the Registrar.

Distribution of Courses. Candidates for a master's degree must distribute the courses between the major and minor fields as specified for each program in this catalog. Most of the degrees do not require a minor field.

Courses Exclusive to Graduate Studies

All proposed changes are marked as such: deleted items are marked with a strikethrough line and new items are in bold and underlined. Italicized wording is justification or clarification from the proposing department/college.

In all master's degree programs each student must earn a minimum of 18 semester hours in courses offered exclusively to graduate students.

Dual-Listed Courses

Dual-listed courses are those taught concurrently to both undergraduate and graduate students. They are generally numbered both as undergraduate and graduate courses. The graduate requirements of all such courses significantly exceed the undergraduate requirements and include opportunities for graduate students to analyze, explore, question, reconsider, and synthesize knowledge and/or acquire advanced knowledge and skill. In all such cases, students work individually with their professors to demonstrate the level of understanding appropriate to graduate study. A maximum of 12 semester hours of dual-listed courses may be applied to a master's degree.

Graduate Credit for 3000-4000 Level Courses

Some graduate programs allow graduate students to take 3000- or 4000-level courses for graduate credit. The 3000- and 4000-level courses which can be taken for graduate credit are listed in the appropriate section of the catalog. No 1000- or 2000-level courses may be taken for graduate credit.

A student registering in undergraduate 3000- or 4000-level courses for graduate credit must complete additional requirements above those of undergraduate students in the same courses. Extra reference reading, assignments of an investigative or research type, and research papers are examples of additional requirements. Graduate credit will be awarded only when the Petition for Graduate Credit for 3000-4000-Level Courses is approved by the graduate coordinator of the student's major and the chair or graduate coordinator of the program offering the course and filed in the Office of the Registrar at the time of registration. A maximum of 6 hours of approved 3000- or 4000-level courses (or 8 hours if courses have a laboratory component) can be taken for graduate credit. A total of no more than 14 hours of dual-listed and 3000- or 4000-level courses combined may be taken for graduate credit.

A course taken for undergraduate credit cannot be counted as graduate credit regardless of the status of the student at the time the course was taken.

Independent Graduate Study Courses

Independent graduate study courses are those in which the student performs research in a specific area selected by the student in conjunction with a member of the Graduate Faculty. A student on a 30-hour program may apply 6 semester hours of independent graduate study courses toward the degree. A student in a program which requires 36 or more hours may apply 9 semester hours of independent graduate study courses toward the degree. Students in the Master of Business Administration program will be limited to 6 hours of independent graduate study courses.

Graduate Advisory Committee for Students Completing a Thesis or Research Paper Option

All proposed changes are marked as such: deleted items are marked with a strikethrough line and new items are in bold and underlined. Italicized wording is justification or clarification from the proposing department/college.

1. **Appointment of the Committee:** After all leveling work and other conditions have been satisfied, and 9 graduate hours toward the degree have been completed with a B average or better, the graduate student should request the appointment of a Graduate Advisory Committee through the graduate coordinator of the student's major.
The Graduate Advisory Committee assists in planning the remainder of the student's program including enrollment, revision of degree plan, admission to candidacy, thesis title and proposal, thesis approval, type of research problem, and the final oral or written comprehensive examination.
2. **Successors to the Original Committee:** When a member of a Graduate Advisory Committee terminates employment with the University, the college dean shall immediately appoint a successor.
3. **Substitutions on the Committee:** If a member of a Graduate Advisory Committee is absent during the time when approval, disapproval, or advice is needed by the student to meet officially scheduled deadlines (such as during the three weeks after the reading copy of the thesis has been submitted, during the time of the officially scheduled comprehensive examination, or at the time of thesis approval), the graduate coordinator shall appoint a substitute.
4. **Thesis Regulations for Committee:** After the student submits a reading copy of the thesis, at least six weeks prior to the expected graduation date, the committee shall return it with any editorial comments within three weeks. No member shall hold the thesis longer than one week.

Note: Until the student receives notice of the appointment of a Graduate Advisory Committee, the graduate coordinator will be considered the advisor.

Admission to Candidacy

The student should request admission to candidacy after completing any required leveling work plus a total of 15 hours of graduate courses. The request should be made no later than the beginning of the student's last semester. The admission is granted by the student's Graduate Advisory Committee. This catalog contains each program-specific requirements for admission to candidacy.

Foreign Language Requirement

Master of Arts: A candidate for the degree of Master of Arts with a major in English or History must give evidence of having completed four semesters or the equivalent of one foreign language. With the approval of the college dean, 12 hours from college level mathematical sciences may be substituted for the foreign language requirement. These courses must be approved by the college dean.

The foreign language requirement may be met by successfully completing a reading knowledge examination. Additionally, a student who has a degree from a foreign university and who has studied in that language will meet the foreign language requirement. It is not necessary that 12

hours of a foreign language appear on the transcript. However, the graduate committee must certify in writing to the college dean that the student is bilingual.

Thesis or Research Papers (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. All theses are archived electronically in Moffett Library for which there is no charge. If a college requires a bound copy or if the student desires one or more bound copies, the thesis binding rate is \$25. In addition, the following requirements must be met:
 - a. The number of copies to be bound must be submitted.
 - b. 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:** An abstract in standard form of not more than two pages must be prepared. The abstract pages are not numbered and should be inserted at the back of the thesis or behind the bibliography of the thesis.
 - 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 Dr. Billie Doris McAda 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.

An electronic copy of the thesis must be submitted to the McAda Graduate School 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, thesis committee chair, and department chair will be submitted to the McAda Graduate School at the same time the electronic thesis is submitted. After the Dean of the McAda 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.

All theses will be archived electronically in Moffett Library for which there is no charge. 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.

3. **Research Paper:** Students following a non-thesis, research paper program must present a research paper or papers and complete the steps listed below:
 - a. **Title and Approval Pages:** The title pages and approval pages of all research papers must be uniform. Examples of each form are available in the department offices.
 - b. **Research Paper Deadline:** The research paper must have the signed approval of the Graduate Advisory Committee before it is submitted to the department chair or college dean for final approval. The research paper must be submitted to the dean's office at least three weeks before the end of the semester. A copy of the approval page will be sent to the Office of the Registrar to verify completion of this requirement.

Comprehensive Examination/Presentation

Candidates for a master's degree may be required to successfully complete an oral and/or written comprehensive examination and/or a presentation. See program area for specific requirements.

Date for Examination or Presentation. At least six weeks before graduation the student should set a date with the Graduate Advisory Committee for the comprehensive examination or presentation.

The examination or presentation must be completed at least three weeks before graduation. If a thesis is presented, the examination or presentation will be given after approval of the thesis has been granted by the Graduate Advisory Committee.

Report on the Examination or Presentation. The chair of the Graduate Advisory Committee will file in the Office of the Registrar a report on the comprehensive examination or presentation, signed by the members of the Graduate Advisory Committee. The report will also contain a recommendation for or against approval of the candidate for graduation.

If unsuccessful in the examination or presentation, the candidate may not apply to the graduate coordinator for re-examination or to repeat the presentation until the semester following the initial attempt. Before the petition is granted, evidence of additional preparation must be presented. A student may petition for re-examination or to repeat the presentation only once. Exceptions may be made by the appropriate graduate coordinator and the dean.

Application for Graduation

Prior to the last semester or summer term (see Academic Calendar) before graduation, the student must file an Application for Graduation and pay the graduation fee. Students may apply for graduation at the Office of the Registrar or online at <https://msutexas.edu/registrar/apply-graduation/>.

Commencement

Midwestern State University conducts commencement exercises in December and May. Candidates who complete their degrees during the summer terms may participate in the December ceremony. Candidates who complete their degrees in the fall semester are required to attend the December commencement unless approved by the Provost or designee for graduation in absentia. Candidates who complete their degrees at the end of the spring semester must attend the May commencement unless approved by the Provost or designee for graduation in absentia. Conferred degrees will be posted to students' permanent records as of the last day of finals for second summer term or as of the date of the graduation ceremony for December and May.

Applicability of Catalog Regulations

The student is bound only by the requirements of the catalog in force at the time the degree plan is given final approval. The student may choose to fulfill the requirements of a subsequent catalog. In either case, all courses taken for graduate credit and to be counted toward the degree must have been completed within the time limit stated for the degree.

THIS CATALOG EXPIRES AND CANNOT BE USED FOR GRADUATION REQUIREMENTS AFTER AUGUST 31, 2028.

Midwestern State University reserves the right to make changes in course offerings, academic policies, academic calendar, tuition, fees, other charges, rules, and regulations as required by the Graduate Council, the Academic Council, the Board of Regents, the Texas Higher Education Coordinating Board, state and national testing agencies, and the Texas Legislature. The provisions of this catalog are not to be regarded as a contract between the University and its students or applicants. The catalog will contain policy updates as they are approved and effective.

A separate publication, *The Student Handbook*, is issued once each year. The rules and regulations stated in the handbook are applicable to all students.

Time Limit for Completion of a Graduate Program

All requirements for a master's degree must be completed within a period of six years from the time of first enrollment in a graduate course unless a shorter time frame is specified by the academic program. For example, students enrolling for their first graduate course in Fall 2022 must complete the degree by August 2028. Students enrolling for their first graduate course in Spring 2023 must complete the degree by December 2028. A proportionately longer period of time is granted for programs requiring more than 36 graduate hours. Courses completed more than six years prior to graduation date must be repeated or replaced unless the student evidences competency as determined by the graduate coordinator. Students affected by this policy should contact the coordinator of their respective program to initiate an extension to the time limit.

Responsibility of the Student

The graduate student accepts full responsibility for knowing and fulfilling all of the general and specific regulations and requirements for admission to graduate standing and for completing the

chosen program of study. For that reason, it is imperative that the incoming student be familiar with all of the graduate regulations contained in this catalog and complete them on schedule and in the manner required.

Residence Requirement

All candidates for the master's degree may transfer in no more than 6 semester credit hours from another university. For example, a student in a program requiring 36 hours must successfully complete 30 hours of graduate course work in residence at MSU. With proper approvals, exceptions may be made as indicated in the following section "Transfer of Credit".

Transfer of Credit

There is no automatic transfer of credit earned at another institution; but in general, a maximum of 6 semester hours of approved graduate work completed at another accredited graduate school may be accepted for credit.

Exceptions may be made with the approval of the graduate coordinator, dean of the college, and Dean of the McAda Graduate School. Only courses with a grade of B or better will be considered for transfer. In such cases, however, credits accepted in transfer shall not exceed 12 hours. The graduate student must also secure the approval of the appropriate graduate coordinator at Midwestern State University prior to registration for any course(s) taken at another institution.

Correspondence courses and military educational experience (ACE credit) are not accepted for graduate credit.

Second Master's Degree at Midwestern State University

A graduate student who has previously completed a master's degree at Midwestern State University may apply not more than 6 semester hours of applicable credit toward a second master's degree provided that it meets the time limit for a graduate program. The graduate credit applied to the second master's degree must be approved by the appropriate graduate coordinator. This does not apply to the second MSU master's degree from the MBA or MSN to the MHA that in turn shall be at least 30 additional semester hours.

Course Load

1. **Full-time Graduate Student:** The maximum course load for a graduate student is 16 semester hours in a fall or spring semester and 6 semester hours for a summer term.

Fall and Spring

9 hours or above	full-time*
6-8 hours	3/4 time
3-5 hours	1/2 time
1-2 hours	less than 1/2 time

*9 hours or 6 hours plus graduate assistant or graduate teaching

assistantship status = full-time

6 hours for Family Nurse Practitioner and Family Psychiatric
Mental Health Nurse Practitioner majors = full-time

6 hours for Doctor of Education = full time

Summer Sessions

6 hours or above	full-time
4-5 hours	3/4 time
3 hours	1/2 time
1-2 hours	less than 1/2 time

Financial Aid award status rules may differ, see the Financial Aid section.

2. **Teaching Assistants, Instructional Assistants, and Research Assistants** are limited to a maximum enrollment of 9 semester hours per semester.
3. **Fully-employed Graduate Student:** For a fully-employed student 3 semester hours of course work per semester are the recommended course load.

Course Numbers

Graduate courses are designated by 5000- and 6000-level numbers. Some 3000- and 4000-level courses can be taken for graduate credit with college approval.

The last digit of a course number indicates the semester hour value of the course.*

*Exception: NURS 4910- The last two digits indicate a 10-hour course.

In the course description, the three numbers below the horizontal line indicate (1) the credit value of the course in semester hours, (2) the number of lecture hours each week, and (3) the number of laboratory hours each week. For example, 4(3-2) four-semester-hour course which meets for three hours lecture and two hours laboratory each week for one semester.

A number in parentheses immediately below the course hours indicates a former catalog number for the same course.

Course Changes, Drops, and Withdrawals

Change of Schedule. A student's schedule may be changed on the days designated (see Academic Calendar), subject to the approval of the student's advisor.

The procedure is as follows:

1. The student visits with the advisor to discuss adding a course, dropping a course, or to add and drop.

All proposed changes are marked as such: deleted items are marked with a strikethrough line and new items are in bold and underlined. Italicized wording is justification or clarification from the proposing department/college.

2. The student will login to WebWorld to make a change. Students may make changes in WebWorld through the last day of late registration. The class schedule will show available dates.

Dropping a Course. After late registration, a student should visit with the instructor and/or the advisor to see if dropping the course will affect the time to degree. If a student drops a course without consulting the instructor or advisor, the student takes full responsibility for any delay in the degree progression. A student athlete must contact the Athletics Office prior to dropping a class. An international student must contact the Global Education Office prior to dropping a class. To drop the course, the student logs in to WebWorld and selects the action in the drop down menu.

A student may drop a course during the first 9 weeks of a long semester, the first 4 1/2 weeks of an 8 week part-of-term, the first 6 weeks of a 10 week summer term, or through the 12th class day of a 4 or 5 week summer term consisting of 20 days with a grade of W (See Academic Calendar in schedule of classes.). After the above deadlines, a grade of F will be recorded for any class drop.

Official Drop Date. No drop is official until the course is officially dropped on WebWorld.

The date the drop is submitted through WebWorld is the official drop date for grade determination (W, WF, F). An F will result if a student ceases to attend class without completely processing a course drop or withdrawal from the University.

Instructor Drop. An instructor may drop a student any time during the semester for excessive absences, for consistently failing to meet class assignments, for an indifferent attitude, or for disruptive conduct. The instructor must give the student a verbal or written warning prior to dropping the student from the class. An instructor's drop of a student takes precedence over the student-initiated course drop of a later date. The instructor will assign a grade of either WF or F through the first 9 weeks of a long semester, the first 4 1/2 weeks of an 8 week part-of-term, the first 6 weeks of a 10 week summer term, or the 12th class day of a 4 or 5 week summer term consisting of 20 days. After these periods the grade will be an F. The date the instructor drop form is received in the Office of the Registrar is the official drop date.

Withdrawals. Any student who does not intend to continue attending classes at Midwestern State University should officially withdraw by the deadline rather than stop attending, since this latter action results in unnecessary failing grades.

- **Voluntary Withdrawal from the University.** A student who desires to withdraw from the University will contact the Student Affairs Office by the deadline. Following an exit interview, the student will be issued a copy of the withdrawal form, and the Student Affairs Office will process the paperwork with the necessary University offices.
- **Enforced Withdrawal from the University.** A student who fails to comply with the stated regulations concerning temporary admission or other University policies may be required to withdraw after University review. This action will be posted to the permanent record and a statement will be retained in the academic file.

- **Texas House Bill 449.** HB 449 provides that if a former student is determined to be ineligible to reenroll in a postsecondary educational institution for a reason other than an academic or financial reason, the institution must include a notation to that effect on the student's transcript. A "postsecondary educational institution" is defined as either a public institution of higher education or a private or independent institution of higher education. The bill requires that, should a student withdraw during a disciplinary proceeding that could result in he or she being found ineligible to reenroll for reasons other than academic or financial, the institution must continue to process the charges to a final determination. If the final determination results in the student being ineligible to reenroll for reason other than academic or financial, then the institution must place the ineligibility to reenroll on the student's transcript.
A student may request the removal of the transcript notation. The removal may occur if the student becomes eligible to reenroll or the institution deems good cause exists to remove the notation.
The Coordinating Board is required to adopt rules as soon as practicable using negotiated rulemaking procedures under Chapter 2008, Government Code.

Graduate Student Academic Performance Standards/Grading System

1. **Letter Grades:** Grades of A, B, C, D, F, I, CR, NC, W, WF, WX, and X are recorded for graduate courses. Students will receive credit for grades of A, B, C, and CR only. A grade of CR (Credit) indicates passing work in designated courses. A grade of NC indicates non-credit in designated courses. A degree-seeking graduate student who has less than a 3.0 semester grade point average for two consecutive semesters may be dismissed. Additionally, each graduate program has the option of dismissing a student at any time due to failure to maintain a B average or failure to meet other standards established by the individual graduate programs. Students must have an overall B average as well as a B average in the major and minor fields for graduation.
Grade Reports: Semester grades may be viewed at the MSU WebWorld site through the MSU Portal.
2. Graduate degree-seeking students must maintain a grade point average (GPA) of at least 3.0 to be in good academic standing.
 - a. **Probation:** If a student's cumulative GPA falls below 3.0, the student will be placed on probation.
 - i. The first semester a student is placed on probation he/she must attain a 3.0 GPA for the semester.
 - ii. If the student earns a 3.0 GPA during his/her first semester on probation but is not able to raise his/her cumulative GPA to 3.0, the student is allowed to stay on probation for another semester.
 - iii. If a student fails to raise his/her cumulative GPA to 3.0 by the end of the second semester on probation, the student may be dismissed from the program.
 - iv. If D or F grades are received while on probation, student may be dismissed from the program.
 - v. Students on probation may enroll for a maximum of 9 credit hours per semester. If a

student wishes to take more than 9 credit hours, he/she may petition the Graduate Dean for permission to do so.

vi. Departments or programs may have additional requirements. Students on probation should consult with their graduate coordinator about department- or program specific requirements to return to good academic standing.

b. **Dismissal:** A degree-seeking graduate student who has less than a 3.0 semester grade point average for two consecutive semesters may be dismissed. Additionally, each graduate program has the option of dismissing a student at any time due to failure to maintain a 3.0 GPA or failure to meet other standards established by the individual graduate programs. Students must have a cumulative 3.0 GPA as well as a 3.0 GPA in the major and minor fields for graduation.

i. Departments will notify a student in writing of his/her dismissal from a program. The dismissal notice will be addressed to the student from the graduate coordinator, with copies to the department chair, college dean, graduate dean, registrar, and Office of International Services (for international students).

ii. Students may appeal dismissal to a departmental review committee. The review committee may include a representative of the Graduate School upon request of the student.

iii. A student who is dismissed from one graduate program may apply for admission to a different graduate program. Such application must follow the regular Graduate School admission application and review process.

3. **X Grade:** X is the grade used to indicate that a thesis is in progress but not complete. When the thesis is complete, a letter grade is reported.
4. **Removal of an I Grade:** Graduate students enrolled in 5000- and 6000-level courses have a ninety-day limitation from the beginning of the next long semester for removing an incomplete grade. Graduate students enrolled in 3000- and 4000- level courses have the same limitation as undergraduates on removal of an I. It must be removed thirty days after the beginning of the next long semester.
5. **Post-Baccalaureate Standards:** The post-baccalaureate student must maintain fourth year academic standards. The academic performance of part-time students will be evaluated when the student has accumulated at least 12 semester hours. A student whose MSU cumulative grade point average is below 2.0 will be placed on academic probation. A student on academic probation who fails to raise the MSU cumulative GPA to 2.0 will be on continued probation if the semester average is 2.0. If neither the semester nor cumulative GPA is 2.0 the following semester, the student will be placed on academic suspension.

Repeated Courses

A repeated course will not be coded as such without approval from the Graduate Coordinator. If the Graduate Coordinator approves the repeat, the repeated course will be calculated in the GPA and the previous course excluded. All previous course grades remain on the student's transcript.

Academic Dishonesty

A grade of F given for academic dishonesty will be computed in the grade point average even if permission is granted for the course to be repeated. Additional college and program policies regarding academic dishonesty will apply.

Appeal of a Course Grade

For information on the appeal of a course grade and/or suspension from an academic program, please refer to the current Undergraduate Catalog.

Assistantships

Graduate students admitted to a graduate degree program are eligible for consideration as a graduate assistant for teaching, graduate assistant for research, or graduate assistant for instructional support. Assistantships are usually available in those fields in which graduate study is offered.

Graduate Teaching Assistants may serve as instructors of record in developmental courses, lower level courses, or laboratories. Unless assigned to developmental courses, the instructor of record will have been admitted to graduate study and will have completed a minimum of 18 graduate credit hours in the subject matter field. Graduate Teaching Assistants will typically be employed for up to 6 semester hours load credit per semester. Graduate Teaching Assistants are required to keep at least five (5) office hours in residence per week exclusively for the availability to students. These hours are to be held over three (3) different days of the week as determined by the graduate coordinator, the department chairs, and/or the dean of each college, working in conjunction with faculty and instructors of record. A schedule of these hours must be posted and made available to students.

Graduate Instructional Assistants will typically have assignments such as laboratory assistance, attending and/or helping prepare lectures, grading papers, keeping class records, and conducting discussion groups.

Graduate Research Assistants will typically assist faculty with research projects.

Graduate students must be enrolled to be eligible for an assistantship. For assistantships during the Summer, graduate students must be enrolled for at least one (1) credit hour, or have been enrolled during the preceding Spring semester, or have been unconditionally accepted for enrollment in the following Fall semester. See <https://public.powerdms.com/MidwesternState/tree/documents/2223874> for specific requirements regarding Summer enrollment.

Graduate assistants are expected to maintain an overall 3.0 cumulative graduate grade point average (GPA).

Graduate assistants who support teaching functions are usually not required to work during school breaks. Students supporting other types of activities such as research may be expected to work during school breaks.

Graduate assistants hired for the academic year are expected to work the week before the beginning of both Fall and Spring semesters and through final exam week.

MSU Undergraduate Students Taking Graduate Coursework

Undergraduate students with strong academic backgrounds are allowed to petition to take graduate coursework while completing the last 12 hours of their undergraduate degree requirements. Permission will be granted, on a case by case basis, upon approval by the instructor, student's undergraduate advisor, department chair, graduate coordinator, dean of the college in which the graduate course(s) will be taken, and by the Dean of the McAda Graduate School.

The total course load for an undergraduate student enrolled for graduate credit should not exceed 15 semester credit hours. To count for graduate credit, the course(s) must be over and above the student's undergraduate degree requirements and verified as such in writing by the Registrar.

Permission to take a graduate course does not constitute admission to a graduate program and may affect financial aid. If the student applies and is accepted into an MSU graduate program, the program will consider granting transfer credit in accordance with program guidelines and general transfer credit policies.

Change of Address

The student must report any changes in name, mailing address, or email address to the Office of the Registrar, Business Office, Financial Aid Office, Dr. Billie Doris McAda Graduate School, and the Library. Student employees should also notify the Payroll Office. International students must also notify the Global Education Office of *any* address change. Students may also change their addresses online at <https://msutexas.edu/registrar/address-changes>.

Under Texas law the student is responsible for reporting changes in legal residence. This notification is submitted to Dr. Billie Doris McAda Graduate School by the student.

Mustangs I.D.

Midwestern State University uses the Mustangs I.D. for each student. This number may also be referred to as the Student I.D. number. A unique identification number will be assigned to each student for use on the MSU student identification card and access to MSU WebWorld, in conjunction with a personal identification number (PIN). The Social Security Number (SSN) will still be collected and used on federal and state reports, and it is required for students applying for financial aid. If it is not provided, delays in processing or the inability to match documents may be experienced. The portal credentials also include the Mustangs I.D.

Transcript Service

To order official copies of the Midwestern State University transcript go to <https://msutexas.edu/registrar/transcript> for instructions.

All proposed changes are marked as such: deleted items are marked with a strikethrough line and new items are in bold and underlined. Italicized wording is justification or clarification from the proposing department/college.

No transcripts will be released for students having financial/academic delinquencies at the University.

WebWorld/Portal

MSU provides student self-service opportunities via WebWorld and the MSU Portal. Students may access registration, bills, grades, unofficial transcripts, financial aid information, change of address, and many other services online at <https://login.msutexas.edu>.

MSU Portal Logins are a unique username and password. WebWorld logins use Mustangs I.D. number and PIN.

14. Dr. Ziegler submitted the following graduate items for approval. Ms. Gose seconded the motion and the items were approved.

Application Fees

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 Dr. Billie Doris McAda Graduate School and the candidate's intended 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. Prospective students are encouraged to contact the Graduate School and visit our website <https://msutexas.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:

Application for Graduate Admission: Midwestern State has a graduate application processing fee of (U.S.) \$50.00 **for domestic applicants and (U.S.) \$75.00 for international applicants.**

Students may apply online via our website at <https://msutexas.edu/academics/graduate-school/how-to-apply.php>. Applications may be submitted online by the following dates:

Application deadlines:

Fall - August 1

Spring - December 1

Summer I - May 1

All proposed changes are marked as such: deleted items are marked with a strikethrough line and new items are in bold and underlined. Italicized wording is justification or clarification from the proposing department/college.

Summer II - June 1

Click here for [International Application deadlines](#).

A student who has previously attended Midwestern State as a graduate student, but who did not enroll for fall or spring term must reactivate his or her file 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 **\$25.00**. All late applications are subject to approval by the Dean of the McAda Graduate School. 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.

Adjournment:

There being no other business, the meeting was adjourned at 2:38 p.m.

Respectfully submitted,
Melissa Boerma
Assistant to the Provost