

Academic Council Minutes

May 2025

Midwestern State University

The Academic Council met Wednesday, May 21, 2025, at 2:30 p.m. in the Dillard College of Business Administration Priddy Conference Room.

Voting Members:

Dr. Sarah Cobb served as proxy for Dr. Bob Brennan, Dean, McCoy College of Science, Mathematics, and Engineering

Leah Gose, Dean, Lamar D. Fain College of Fine Arts

Dr. Leann Curry, Dean, Gordon T. and Ellen West College of Education & Professional Studies

Dr. Jennifer Anderson served as proxy for 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. Beverly Stiles served as proxy for Dr. Sam Watson, Dean, Prothro-Yeager College of Humanities and Social Sciences

Dr. Tiffany Ziegler, Dean, Dr. Billie Doris McAda Graduate School

Dr. Randy Case, Faculty Senate representative

Student Government Association representative (absent)

Additional Attendees:

Dr. Kristen Garrison, Associate Vice President for Academic Affairs

Kenley O'Brien, Associate Registrar

Elizabeth Ysasi, Staff Senate representative and Associate Director of Admissions

Dr. Eboneigh Harris, Director, Institutional Effectiveness

Dr. Margaret Brown Marsden, Provost and Vice President for Academic Affairs, presided and the meeting began at 2:30 p.m.

Approval of Minutes

Dr. Brown Marsden asked for a motion for the April 2025 minutes to be brought forward for approval. Dr. Ziegler made a motion, Dr. Curry seconded, and the minutes were approved.

Dr. Garrison noted the minutes were revised to reflect the removing of the limitation of sit-out time on appeals.

New Business

Graduate Course and Catalog Changes – Dr. Ziegler

1. Dr. Ziegler submitted the following graduate item for approval. Ms. Gose seconded the motion and the item was approved.

Exercise Physiology, M.S.E.P Course Inventory – Effective Fall 2025

Course Number: **EXPH 5053**

Course Title: **Environmental Exercise Physiology**

Course Prerequisite(s): **None**

Course Description: **This course is designed to allow students the opportunity to examine the acute and chronic physiological responses to exercise in a number of environmental conditions including: heat, cold, high altitude, microgravity, air pollution, water, sleep deprivation, and hyperbaric conditions. Students will discuss the effects of each environmental condition on the expected response as well as how to safely design and implement exercise in each condition.**

Lecture/Lab Hours: **3(3-0)**

Course Objective:

1. **Describe the physiological responses and potential adverse reactions to training in various environmental conditions and the effect of these environments on exercise performance.**
2. **Determine appropriate modifications to exercise duration, intensity, and mode based on environmental stressors.**
3. **Measure and analyze markers relating to exercise in various environmental exposures.**
4. **Design appropriately scaled and modified exercise prescriptions for various environmental conditions.**

2. Dr. Ziegler submitted the following graduate item for approval. Ms. Gose seconded and the item was approved.

3. Dr. Brown Marsden mentioned she will check with legal as to whether this item requires campus review, or is simply an editorial change.

Effective Fall 2025

1. **Proposed Revisions OP 02.23**

The proposed revisions will address the disconnect between the appointment of a Graduate Coordinator and the training for the position as well as offering an opportunity for Dr. Ziegler to assist the coordinators with any issues they might have.

Proposal: Graduate Coordinators

Goals: To bring attention to and revise OP 02.23 in relation to Graduate Coordinators, their appointment, and their responsibilities (Related to MSU Goal Support).

Background: Information and guidance on Graduate Coordinators, their appointment, and their responsibilities can be found in MSU OP 02.23.

Problem: The current information and guidance on Graduate Coordinators, their appointment, and their responsibilities has fallen to the wayside in the current years, most likely due to administrative turn-over. The result of this is a murky understanding by both administration and faculty of the role and duties of the Graduate Coordinator.

Recommendation: The recommendation is two-fold.

1. Follow the current policy (highlighted below “2.a.ii. Approval of Graduate Program Coordinators; 3.b”) and formally appoint Graduate Coordinators in coordination with the Graduate Dean.
2. Revise the policy’s language (highlighted below “3. Graduate Coordinators. a. Duties”) regarding responsibilities of the Graduate Coordinator. Post-revisions, assure that practices are being upheld through Graduate Coordinator training, Graduate Coordinator receipt of the Graduate Coordinator Handbook, and with long-semester meetings between the Graduate Dean, the Program Chairs, and the Program Graduate Coordinators.

Additional Information: What follows below are excerpts from the current Policy OP 02.23, Provost and Vice President for Academic Affairs, with suggested changes, revisions, and highlights.

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“Dean of the Graduate School

1. Appointment

[...]

2. Responsibilities

a. Supervision and Coordination

i. Supervising the staff of the Graduate Office including the Assistant to the Dean ~~and the Assistant Director of Graduate Admissions,~~ **the Graduate Academic Counselor, and the Graduate Recruitment Specialist**; ensuring that personnel policies are appropriately applied and that fair practices are used and documented

ii. Approval of Graduate Program Coordinators: Each dean will nominate Graduate Program Coordinators needed for the programs in that college. The nomination is subject to approval by the Graduate Dean and should be made in consultation with the faculty who teach in that program.

- iii. Chairing the Graduate Council and implementing its policies and decisions, including the nomination, approval, and appointment of graduate faculty
- iv. Working with Graduate Program Coordinators, Department Chairs, and Deans to coordinate recruiting initiatives, ~~assemble a diverse pool of qualified applicants for graduate programs,~~ and demonstrate a service-oriented philosophy

[...]"

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“3. Graduate Coordinators

a. Duties

Graduate coordinators are full-time faculty members who are appointed in the academic supervisory role for select graduate programs. They serve as administrative associates to Department Chairs or Deans and provide leadership of the graduate programs and direction over student programs in order to give them the opportunity to excel in advanced studies. **Further duties are outlined in the Graduate Coordinator Handbook.**

b. Appointment and Teaching Load

The appointment of graduate coordinators will be based upon demonstrated administrative need specific to the academic program. The Graduate Dean will approve all such appointments. Coordinators may be given load credits of up to three (3) hours per semester for administrative duties. Additional load credit for coordinators may be requested by the dean of the college in justifiable cases.”

Dillard College of Business Administration – Dr. Stambaugh

4. Dr. Stambaugh submitted the following undergraduate item for approval. Ms. Gose seconded the motion and the item was approved.

Textbook approval – Effective Fall 2025

Dr. Mike C. Patterson

Per Policy OP 76.01, Intellectual Property Rights General Statement
Item C.7 Textbook Adoption

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

I would like to formally request the use of *Management Science Programs for the IBM Personal Computer* by Mike Patterson, published by Kendall Hunt Publishing (ISBN-10: 0757537588 ISBN-13: 978-0757537585). The text is used in MGMT 3453 (Operations Management) and MGMT 4033 (Quantitative Methods). The software programs were developed specifically for these two classes and have been used in these classes for the past thirty-five years. The software and the accompanying textbook costs \$79.01. While the software is required for both classes, it is available free in the labs for students to use. Another option, which is free to the students, is to copy the software from the software media (CD or flash drives). So, while the software is a required tool to complete the course assignments, there are multiple options available to the students which allow free access to the software, including students.

Competing textbooks are:

There are no books that are comparable to the software applications in *Management Science Programs for the IBM Personal Computer*. There are programs that address topics such as PERT, Networks (shortest path, minimal spanning tree), cost volume profit, assignment models and inventory applications (simulation) which are unique and designed specifically for class assignments. As stated earlier, the software was developed specifically for MGMT 3453 and MGMT 4033. While the publisher does offer the book and software for sale, there are options available for students which allow them to access the software at no cost, including on-line students. The package includes both the software and the text. Only the software is required for the completion of classroom assignments.

Gunn College of Health Sciences and Human Services – Dr. Anderson

5. Dr. Anderson submitted the following undergraduate item for approval. Ms. Gose seconded the motion and the item was approved.

Criminal Justice Progression Policy – Effective Fall 2025

- ~~1. In order to **To** graduate, Criminal Justice majors and minors must pass all required Criminal Justice courses (both core and electives) with **a minimum grade point average of 2.0, the grade of “C” or higher.**~~
- ~~2. Students not in compliance with this policy shall be ineligible for graduation until such time as the course(s) in question are retaken and passed with the grade of “C” or higher.~~

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

Additional Program Requirements

~~One year in one foreign language OR six to eight additional hours of science.~~

~~NOTE: The foreign language taken may be used for both the University’s Language, Philosophy & Culture requirement, as well as the CRJU additional 6-8 hours of foreign language, but cannot be counted twice towards the total 120 hours needed to graduate.~~

Requirements for a Major in Criminal Justice (No Minor)

Major - 60 semester hours

- CRJU 1113 - Introduction to Criminal Justice 3
-
- CRJU 2213 - Legal Aspects of Law Enforcement 3
- OR
- CRJU 2223 - Legal Aspects of Corrections 3
-
- CRJU 2233 - Police Systems and Practices 3
- OR
- CRJU 2243 - Correctional Systems and Practices_3
-
- CRJU 2933 - Judicial Systems and Practices 3
- CRJU 2943 - Writing for the Criminal Justice Professional 3
- CRJU 3103 - Criminology 3
- CRJU 3213 - Research Methods 3

- CRJU 3223 - Terrorism 3
- CRJU 3713 - Ethical Issues in Criminal Justice 3
- CRJU 4203 - Civil Liability for Criminal Justice Professionals_3
- CRJU 4213 - Criminal Law 3
- CRJU 4253 - Comparative Criminal Justice Systems 3
- CRJU 4413 - Administration of Justice 3
- CRJU 4993 - Capstone 3

Additional Advanced Courses - 18 hours

Eighteen additional advanced hours (in any discipline) to total 45 advanced hours.

- **Students will enroll in courses relevant to their chosen field of interest.**

Requirements for a Major in Criminal Justice (with a Minor or Dual Major)

Major - 48 semester hours

- CRJU 1113 - Introduction to Criminal Justice 3
-
- CRJU 2213 - Legal Aspects of Law Enforcement 3
- OR
- CRJU 2223 - Legal Aspects of Corrections 3
-
- CRJU 2233 - Police Systems and Practices 3
- OR
- CRJU 2243 - Correctional Systems and Practices 3
-
- CRJU 2933 - Judicial Systems and Practices 3
- CRJU 2943 - Writing for the Criminal Justice Professional 3
- CRJU 3103 - Criminology 3
- CRJU 3213 - Research Methods 3
- CRJU 3223 - Terrorism 3
- CRJU 3713 - Ethical Issues in Criminal Justice 3
- CRJU 4203 - Civil Liability for Criminal Justice Professionals 3
- CRJU 4213 - Criminal Law 3
- CRJU 4253 - Comparative Criminal Justice Systems 3
- CRJU 4413 - Administration of Justice 3
- CRJU 4993 - Capstone 3

Additional Advanced Courses - 6 hours

Six additional advanced hours (in any discipline) to total at least 33 advanced hours.

Minor Requirement

Minor to be selected in a field acceptable to the chair of the major and minor programs.

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

6. Dr. Stiles submitted the following undergraduate items for approval. Dr. Curry seconded the motion and the items were approved.

Course Inventory Updates – Effective Fall 2025

New Course Additions:

Course Prefix: **HIST**

Course Number: **4563**

Course Title: **World War I in Europe**

Prerequisite(s): **6 hours of history classes**

Description: **The First World War was one of the great watersheds in history that divided all that came before it from what would come after. The Great War was a cataclysm with over 10 million people dead and new forms of government built on the ashes of the old. This course examines the people, both great and small, who took part in this colossal struggle as well as the great battles and campaigns that decided the war in Europe.**

Lec/Lab Hrs: **3**

Type of Course:

Course Objectives:

- 1) provide the students with a narrative history of the Great War**
- 2) offer opportunities to debate major issues about the Great War**
- 3) researching and writing a historical paper on the Great War**
- 4) book review**
- 5) strategic reading**

Course Prefix: **HIST**

Course Number: **4763**

Course Title: **World War II in Europe**

Prerequisite(s): **6 hours of history classes**

Description: **This course examines the events leading up to, the results of, and the Second World War itself. Though the events in the Pacific were crucial to the Allies' final victory, we will focus on the war in Europe. Furthermore, this course, unlike more traditional ones that emphasize a battle by battle timeline of the war, focuses on the experience of the combatant. We will discuss some major battles and campaigns, but expect most lectures and discussions to revolve around the experiences of the "average" soldier, partisan, survivor, and/or perpetrator.**

Lec/Lab Hrs: **3**

Type of Course:

Course Objectives:

- 1) provide the students with a narrative history of the Second World War**
- 2) offer opportunities to debate major issues about the Second World War**
- 3) researching and writing a historical paper on the Second World War**
- 4) book review**
- 5) strategic reading**

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

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

Course Inventory Updates – Effective Fall 2025

Change of Course Prerequisite:

Course Prefix: EENG
 Course Number: 3204
 Course Title: Digital Signal Processing
 Prerequisite(s): CMPS 1063, ~~EENG 3154~~, EENG 2212 or MENG 2212
 Lec/Lab Hrs: 4(3-2)
 Type of Course: Lecture/Lab

Course Prefix: EENG
 Course Number: 3273
 Course Title: Fundamentals of Robotics 3(2-2)
 Prerequisite(s): EENG 2104 or MENG 2104, EENG 2212 or MENG 2212
 Lec/Lab Hrs: 3(2-2)
 Type of Course: Lecture/Lab

Change of Lecture/Lab Hours:

Course Prefix: EENG
 Course Number: 4223
 Course Title: Electrical Power Design
 Prerequisite(s): EENG 3273
 Lec/Lab Hrs: 3(3-0) 3(2-2)
 Type of Course: Lecture/Lab

Adjournment:

After general announcements Dr. Brown Marsden asked for a motion to adjourn and Ms. Gose moved to adjourn. There being no other business, the meeting was adjourned at 3:08 p.m.

Respectfully submitted,
 Melissa Boerma
 Assistant to the Provost and Vice President for Academic Affairs