



Graduate Council Meeting Minutes
October 24, 2007
4:00 PM - LHH 222

1. The meeting was called to order by Harry Tiemann, Chair at 3:04 PM.

Committee members present: Jerry Moorman (Business), Madge Becker (Center for Teacher Education), Phil Kavanagh (Computer Science, Mathematics & Statistics), Andrew Gordon (Languages, Literature & Mass Communication), Monte Atkinson (Music), Chad Middleton (Physical & Environmental Sciences), Harry Tiemann (Social & Behavioral Sciences),

Ex officio members present: Cathy Barkley (Assistant VP of Academic Affairs), Morgan Bridge (Business), Jean Carey (Center for Teacher Education), Tom Harris (Library),

Guests present: Heather Exby (Extended Studies), Sonia Brandon (Institutional Research), Susan Becker (Social & Behavioral Sciences), Andy Breckel (VP Student Services), Holly Teal (Associate Registrar),

2. Discussion of In-Service course requests, including P/F grading for already approved courses.

Dr. Susan Becker presented a completed form for ISSO 580: In Service: _____ which provides In-Service credit in Social & Behavioral Sciences to primary and secondary teachers.

Discussion followed regarding what In-Service courses were offered at MSC and how they were documented for participants either seeking degrees or Professional Advancement, primarily continuing education of teachers. There was confusion about what should constitute an In-service course. Currently " Topics" is the term used for In-Service or Workshop offerings. How these courses are recorded in Banner and noted on an individual's transcripts is another matter needing to be addressed. There is concern over how these courses are reported in MSC statistics per State & Federal statutes.

Departments offering them will determine if IS courses meet academic rigor. Using a specific prefix to distinguish IS courses from other courses offered should prevent confusion between degree-seeking coursework and professional-advancement course work. The following proposed examples would allow other institutions to recognize courses that are intended for continuing education, not for part of a graduate degree program.

IS = In-Service
ISMU = In-Service in Music
ISBI = In-Service in Biology
ISMA = In-Service in Math
ISAR = In-Service in Art
ISKI = In-Service in Kinesiology
ISSO = In-Service in Social & Behavioral Sciences
(Similar ISxx designations may be used as other disciplines offer IS courses)

Professor Gordon moved to accept the proposal by Dr. Susan Becker for the new course prefix and number system. Professor Kavanagh seconded, no one opposed. The above examples are not courses, but rather templates for courses to be presented individually for approval on the appropriate completed form.

The motion specified that an IS course be listed with an appropriate new course prefix (for example, ISMU), the number 580 for all courses, and a title (for example, In Service: Music in Middle School) to mark off IS

courses from other courses, and to have IS courses offered with pass/fail. IS courses should be listed on a separate page of MSC transcripts.

3. A request to add cognates/concentrations for the MBA program was made by Dr. Moorman. The Graduate Council would consider concentrations one by one as they were explored, prepared and presented. This was granted without disagreement.

4. A request for course modifications to CTE graduate courses (name change only) was made by Dr. Jean Carey. A & B refer to internships that are split between grade sections; A = K-6, B = 7 – 12. Dr. Kavanagh moved to approve CTE's request. Dr. Madge Becker seconded. The request was approved without exception.

Other items:

Re: Library concerns regarding in-service/workshop course participants and their access to material in Tomlinson Library was voiced by Tom Harris.

Students taking in-service courses would be in the category of 'non-degree seeking'. Currently the institutional policy does not allow students in this category to have a MAV Card (student ID). Because of this, access to library services such as the checking out of materials, accessing the reserve collection, remote access to databases, and requesting materials through Prospector and interlibrary loan would be restricted. All of these services require the MAV Card. Student ID information is linked through campus software to this card.

To extend these types of library services to non-degree seeking students, some form of the Mav Card (student ID) needs to be developed.

This is an informational item. The issue is raised because the offering of these courses will expand the group of students impacted by this situation, and there should be an awareness of that.

The meeting was adjourned at 5:00 PM.

Respectfully Submitted,
Erin Rooks