

**Graduate Council Agenda**  
**November 13, 2017, 4:00 p.m.**  
**Room 310, Administration Building**

Dr. Ajay Bandi: **Called meeting to order at 4:00 p.m.**

**Members of Graduate Council: Dr. Ajay Bandi, School of Computer Science and Information Systems, Dr. Yi Hwa Wu-Humanities & Social Sciences, Dr. Kurt Fink- Mathematics, Dr. Jenny Rytting- Language/Literature and Writing, Dr. Tiebing Shi-Business, Dr. Shelly Hiatt-Health & Wellness, Dr. David Kiene-Education, Dr. John Katsion-Communication/Mass Media, Dr. Michael Miller-School of Agricultural Sciences, Dr. Greg Haddock and Terry Vogel.**

**Guests: Carol Spradling, Doug Hawley, Charles Hoot and Kori Hoffman**

- 1. Approve minutes of October 2017 meeting, Dr. Shi made a motion to approve minutes and was seconded by Dr. Wu. Minutes were approved with a vote of 8-yes, 0-no.**
- 2. Student academic appeal process for MS-ACS Comprehensive Exam, School of Computer Science & Information Systems: Dr. Bandi explained the process and introduced the student and guest faculty in the room via speaker phone.**

**Student explained situation as was outlined in petition appeal. The student successfully completed graduate work but did not successfully pass the comprehensive examination due to personal issues during the student's final trimester. Petition requested that the Graduate Council consider awarding the degree.**

**Council asked student to clarify if the issues affected the scoring of the exam or that you did not perform to the best of your ability?**

**Student responded he thought it affected both performance and the departments' evaluation of his exam.**

**Council, are you requesting another opportunity to retake your comp or to be awarded the degree?**

**Student, would prefer to have the degree but will do whatever the Council recommends. He took comp three times: Dec 14, March 15 and Sept 15.**

**Department, confirmed process, comps were completed three times and the third time was given orally by three faculty members on September 15. All components were failed and faculty confirmed that they were not aware of the issues. 2<sup>nd</sup> faculty explained that he was one of the committee members who attended the oral comp and he did not think the student was prepared on any level. The department also confirmed the written comp is graded electronically. Comp consists of 80 questions, 10 questions in each area.**

**Student asked that the Council consider all of the work he completed for his degree and that at he passed each class that he took.**

**Council-What type of preparation material are available for a student who fails the comp. Department-limited counseling would have been available. Course material is presented throughout the courses in the APLCS. Questions are written with student success in mind, questions are always reviewed to determine the percentage of students that pass or fail to determine if there are adjustments to be made. Pass rate for the first comp is probably 90% and then students might retake and pass it the 2<sup>nd</sup> or 3<sup>rd</sup> time.**

**Student requested his grade on the comprehensive exam.**

**Department explained that they accept down to a 60% but did not disclose his specific scores for his comps.**

**Dr. Bandi, excused all guests and the student from the meeting so that the Council could now discuss.**

**Council discussed different aspects of the situation. Are there other cases that have been waived?**

Dr. Kiene called to question and was seconded by Dr. Miller moved with a vote of 8-yes, 0-no. Additional scenarios were discussed, could he retake some of his classes, could he retake the comprehensive assessment a fourth time.

Dr. Rytting moved to deny this appeal and was seconded by Dr. Miller, motion moved with a vote of 7-yes, 1-abstain, 0-no

3. Graduate Dean Report:

- Progress on 4+1, has been received well in Provost Council and would be attractive in recruitment. Areas interested should continue to submit information to Dr. Haddock through Monday morning, November 20th as this will be presented to leadership next week as a package. As currently proposed, courses would be shared UG and GR and charged at the undergraduate rate, whatever that rate may be for the student. Less than half a graduate degree could be completed this way. Plan to have a proposal on the December agenda for GC
- Recent discussions regarding comprehensive assessment, admission to candidacy, degree audit, writing assessment and scholarly activity. Would like to allow a more professional component as students complete their graduate degrees. Area of Education is exploring use of program outcomes as evidence that student understands material without requiring a redundant comprehensive assessment. Different areas could maintain their current practice. Admission to Candidacy is no longer confirmed within the department but only in the Graduate Office, would like to think about the relevancy of this requirement.
- Walking out of term, we currently allow students to walk the term before or the term after but have requests from students who have graduated fall 2016 and would now like to walk spring 2018 even though they made arrangements to walk this fall 2017. General consensus of this group supports allowing students to walk regardless of the term of graduation.

4. #117-44-07, Carol Spradling, Change Program, [Computer Science Comprehensive Major, 62-65 hours: B.S.—No Minor Required](#) Dr. Rytting moved to approve and was seconded by Dr. Hiatt, motion moved with a vote of 8-yes, 0-no

5. #117-44-11, Ajay Bandi, Change Course, [CSIS 44664 User Experience Design](#) Dr. Hiatt made a motion to approve and was seconded by Dr. Shi, 8-yes, 0-no

6. #117-22-04, Damon Leiss, Program Change, [Physical Education M.S.Ed.](#) Dr. Hiatt moved to approve and was seconded by Dr. Wu, motion passed with a vote of 8-yes, 0-no

Adjunct Faculty approval to teach graduate level course

Question was raised regarding degrees needed for a faculty member to teach 500 or 600 level courses. Dr. Haddock shared the policy which was approved last August with the council which will need to be updated spring 2018. Most current discussions determined that 18 hours or tested experience does not offset a terminal degree. Moving forward, all 500 level courses must be taught by faculty that have a terminal degree. Effective spring 2018, the chairs and directors have been asked to review their course offerings to be in compliance. Issue in many areas but we cannot put the University as risk by non-compliance.

7. Kimberly Chappell, Adjunct Faculty, 61-553, Trends in Mathematics, Fall 2017

- Ed.D, Instructional Leadership, Higher Education, Argosy University, 2009
- M.S. Education, Mathematics Grades 6-8, Walden University, 2007
- M.Ed., Curriculum and Instruction, Columbia International University, 2004
- B.A. Elementary Education, University of Florida, 1987
- Assistant Professor of Education/Crown College, St. Bonifacius, MN, 12 years

- Adjunct Professor of Mathematics and Teacher Ed/ Columbia International University, Columbia, SC, 1 year
- Reading, Math and Title Teacher/El Dorado Middle School, 4 years

**Dr. Jenny Rytting made a motion to approve Dr. Chappell who has her terminal degree to teach fall 2017 and was seconded by Dr. Hiatt, motion passed with a vote of 8-yes, 0-no.**

8. Jessica (Powers) Ferguson, Adjunct Faculty 62-681, Special Topics and Projects-Early Childhood Education, Fall 2017
  - In Progress, Ed.D, Educational Leadership, Drake, 2016
  - M.S.Ed. Educational Leadership, PK-12 Principal Evaluator Approval, Drake, 2014
  - B.A. Elementary Education, English Concentration, Buena Vista, 2007
  - A.A. Arts and Science, Western IA Tech Community College, 2004
  - PBIS Coordinator-School Climate Transformation, Grant Coordinator/Waterloo Community Schools, 2 years
  - Behavior Strategist and Special Education consultant/Prairie Lakes Area Education Agency, 1 year

**Dr. Rytting made a motion to discuss and was seconded by Dr. Hiatt to discuss. Dr. Rytting moved to table this proposal until we receive additional information regarding this recommendation. Dr. Wu seconded this motion and was approved with a vote of 8-yes, 0-no**

**Meeting was adjourned at 5:26 p.m.**