Graduate School
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Minutes of the Graduate Council
December 6, 2005
As approved by the Graduate Council, February 7, 2006

Members present: K. Al-Khatib, K. Back, R. Clark, A. Featherstone, B. Fees, D. Griffin, M. Hancock, M. Herman, D. Higgins, C. Holcomb, W. Hsu, J. Hughey, S. Hutchinson, T. Keane, S. Kovar, T. Miller, J. Nechols, J. Neill, D. Olds, M. O'Shea, B. Schenck-Hamlin, S. Siepl-Coates, D. Smit, J.S. Smith, B. Thiagarajan, R. Trewyn,

Members absent: J. Fallin, J. Guikema, K. Kramer, D. Meyer, P. Mudrack, A. Pahwa, R. Slick, S. Smethers, P. Wangemann, M. Wilkerson

Graduate School staff present: C. Shanklin, D. Woydziak, S. Schlender

Guests: Mick Charney (Architecture), Ron Downey (Psychology), Greg Eiselein (English), Neal Hubbell (IAPD), Jeff Katz (CBA), Wendy Ornelas (Architecture), Stephanie Rolley (LARCP), John Selfridge (Architecture), Sheri Smith (LARCP), David Vruwink (CBA), Karin Westman (English)

The meeting was called to order by Dean Ron Trewyn at 3:30 p.m. in Room 212, Student Union.

1) **Opening remarks.**
   - Dean Trewyn announced that Adrian Cronauer of *Good Morning, Vietnam!* fame will be the commencement speaker for Fall 2005. Dr. Shanklin reminded faculty to confirm attendance to reserve seats.
   - Scott Schlender was introduced as the Interim Assistant to the Deans

2) **Minutes.** The minutes of the November 1, 2005 meeting were approved as presented.

3) **Graduate School Actions and Announcements**

   a) **Appointments for Graduate Faculty Membership**

Name	**Department/Program**
Laszlo Kulcsar	Sociology, Anthropology & Social Work
Sandra Lapointe	Philosophy
Jon Mahoney	Philosophy
Christopher Reinhardt	Animal Sciences and Industry
L. Frank Weyher	Sociology, Anthropology & Social Work

   b) **Non-Graduate Faculty to teach Graduate Courses** *(Emergency Approval)*

Name	**Department/Program**	**Courses**	**Term**
Petra Barnes	Apparel, Textiles & Int Design	AT 645	S06

4) **Academic Affairs Committee**

   a) The Academic Affairs Committee moved that the following faculty members be approved for Graduate Faculty Membership. The motion passed.

i) **for MEMBERSHIP ONLY**

Name	Position	Department/Program
Shani Chambers	Visiting Asst. Professor	Architecture
Nathan Howe	Visiting Asst. Professor	Architecture
James Middlebrook	Visiting Asst. Professor	Architecture
Deanna Retzlaff	Assistant Professor	Animal Sciences and Industry
Patrick Rhodes	Visiting Asst. Professor	Architecture
Christopher Spaw	Visiting Asst. Professor	Architecture
Brad White	Assistant Professor	Clinical Sciences

ii) **for MEMBERSHIP AND CERTIFICATION**

Name	Position	Department/Program
Maria Alfonseca	Assistant Professor	Mathematics
Xiang Fang	Assistant Professor	Mathematics
Michael Roitman	Assistant Professor	Mathematics
Chris J. Thorpe	Assistant Professor	Biology

iii) **for CERTIFICATION ONLY**

Name	Position	Department/Program
Jeffrey Zacharakis	Assistant Professor	Educational Leadership

b) **Course and curriculum changes:** Faculty from the College of Architecture and College of English presented proposed changes. The Academic Affairs Committee moved to approve course changes, deletions, and additions. Following discussion, the motion passed.

i) **CHANGE**:

Current Course Description	Proposed Course Description
~~EDCI~~ **620. Foreign Language Methods of Elementary Schools.** (3) ~~On sufficient demand~~. Methods of teaching and organization of materials for the foreign language program in the elementary school. Pr.: EDCEP 315, 24 hours in foreign language, ~~and concurrent enrollment in either Preprofessional Lab (DED 100) or Teaching Participation in the Elementary School (EDEL 585, 4 cr.)~~	EDEL **620. Foreign Language Methods of Elementary Schools.** (3) II. Methods of teaching and organization of materials for the foreign language program in the elementary school. Pr.: EDCEP 315 and 24 hours in foreign language. Coreq.: DED 100 or EDEL 585 (4 cr.)
ENTOM 830. Molecular Entomology. (2) ~~II,~~ in even years. Introduction to ~~opportunities of~~ using ~~modern~~ molecular techniques to address fundamental and applies entomological problems, including ~~molecular~~ systematics ~~and evolution, insect development, sex determination, molecular genetics of insect complex behavior,~~ insect transgenesis, ~~transgenic plants for pest control, genetic engineering of biological control agents, reduction of insect vector competence,~~ marker-assisted selection of resistant genotypes of plants, ~~molecular~~ mechanisms ~~and detections of~~ insecticide resistance, and risk assessment of genetically modifies organisms. One 2-hour lec./discussion per week.	**ENTOM 830. Molecular Entomology**. (2) I, in even years. Introduction to use of molecular techniques to address fundamental and applies entomological problems, including systematics, marker-assisted selection of resistant genotypes of plants, mechanisms of insecticide resistance, insect transgenesis, risk assessment of genetically modified organisms, and other topics. One 2-hour lec./discussion per week.

Current Course Description	Proposed Course Description
ENTOM 875. Insect Physiology. (4) II, in ~~odd~~ years. Functions of insect systems for development, metamorphosis, and reproduction. Physiological and biochemical mechanisms underlying insect activities, behavior, and ecological adaptations. Three hours lecture and one hour discussion a week. ~~Pr.: ENTOM 312 or consent of instructor.~~	**ENTOM 875. Insect Physiology.** (4) II, in even years. Functions of insect systems for development, metamorphosis, and reproduction. Physiological and biochemical mechanisms underlying insect activities, behavior, and ecological adaptations. Three hours lecture and one hour discussion a week.
IAPD 606. Design Studio ~~V.~~ ~~(1)~~ II. ~~Must be taken concurrently with IAR 607 Design Studio V Lecture. Provides an option for an interdisciplinary collaborative studio experience oriented towards replicating the learning experience and interactive activities that take place in the modern multi-disciplinary professional office. Students from Architecture, Interior Architecture, and Landscape Architecture may enroll. To drop this course you must also drop IAR 606. Pr.: IAR 600 and IAR 602; not more than one "D" in an IAR design studio course.~~	**IAPD 606. Design Studio 6.** (5) II. This semester of study provides an option for an interdisciplinary collaborative studio course oriented towards replicating the learning experience and interactive activities that takes place in the modern multidisciplinary professional office. OR a validated equivalent studio completed in an approved study program. Pr.: IAPD 801, ARCH 433, no grade lower than a C in any IAPD studio course, and approval by the foreign studies coordinator if studying abroad.
IAPD 644. Interior Architecture Internship. (11) II. ~~Thirty~~ weeks off-campus work study in professional offices specializing in interior architecture: field and office experience. Pr.: ~~IAR 603,~~ ARCH 433, ~~not more than one grade of D in an interior architecture design studio, and approved by internship coordinator.~~	**IAPD 644. Interior Architecture Internship**. (11) II. Sixteen weeks off-campus work study in professional offices specializing in interior architecture: field and office experience. Pr.: IAPD 801, ARCH 433 and no grade lower than a C in any IAPD studio course. Coreq.: IAPD 645.
IAPD 645. Interior Architecture Internship Report. ~~(2)~~ II, S. ~~Taken in conjunction with IAR 644.~~ The purpose is to develop the student's communication skills and awareness of the importance of written communication and record keeping in interior architectural office practice. The required report will provide a detailed documentation of the student's experiences encountered during internship. ~~Pr.: Conc. enrollment in~~ IAR 644.	**IAPD 645. Interior Architecture Internship Report.** (3) II. The purpose is to develop the student's communication skills and awareness of the importance of written communication and record keeping in interior architectural office practice. The required report will provide a detailed documentation of the student's experiences encountered during internship. Coreq.: IAPD 644
IAPD 753. Professional Practice. (3) ~~I,~~ II. Studies of conventional and newly developing modes of professional design practice. Presented are the relationships of interior architects, architects, and landscape architects and other design professionals to users, clients, building industry, society, government, and one another. Pr.: Fifth year standing.	**IAPD 753. Professional Practice.** (3) II. Studies of conventional and newly developing modes of professional design practice. Presented are the relationships of interior architects, architects, and landscape architects and other design professionals to users, clients, building industry, society, government, and one another. Pre.: Fifth year standing.

Current Course Description	Proposed Course Description
IAPD ~~608.~~ Design Workshop II. ~~(4) I, II.~~ Design Workshop II is intended to further develop the student's understanding of the three-dimensional design process through research, design, prototype construction, evaluation, and redesign. Enhance and increase the student's understanding of the structural characteristics of materials and increase their proficiency at communicating ideas through working and presentation drawings. Pr.: IAPD 407.	**IAPD 802. Design Workshop II.** (3) I, S. Design Workshop II is intended to further develop the student's understanding of the three dimensional design process through research, design, prototype construction, evaluation, and redesign. Enhance and increase the student's understanding of the structural characteristics of materials and increase their proficiency at communicating ideas through working and presentation drawings. Pr.: IAPD 407, IAPD 412, and no grade lower than a C in any IAPD studio course. Coreq.: IAPD 803.
IAPD ~~614~~. Design Workshop II Studio. (1) I, ~~II~~. Studio component ~~taken concurrently with IAPD 608 Design Workshop II. See IAPD 608 for course description.~~	**IAPD 803. Design Workshop II Studio.** (1) I, S. Studio component of Design Workshop II. Pr.: IAPD 412, IAPD 407 and no grade lower than a C in any IAPD studio course. Coreq.: IAPD 802
IAPD ~~713~~. Furniture Design Workshop Studio. (1) I, ~~II~~. Studio component ~~taken concurrently with IAPD 714 Furniture Design Workshop. See IAPD 714 for course description.~~	**IAPD 813. Furniture Design Workshop Studio.** (1) I, S. Studio component of IAPD 714 Furniture Design Workshop. Pr.: IAPD 706. Coreq.: IAPD 814.
~~IAR 714.~~ Furniture Design Workshop. (3) I, ~~II~~, S. Design, construction, and finishing of contemporary furniture and accessories. Pr.: ~~IAR 608.~~	**IAPD 814. Furniture Design Workshop.** (3) I, S. Design, construction, and finishing of contemporary furniture and accessories. Pr.: IAPD 803 and IAPD 606. Coreq.: IAPD 813
IAPD ~~720~~. Advanced Seminar in ~~Interior Architecture.~~ ~~(1-3)~~ I, II. Advanced readings and discussions of environmental issues related to the practice of interior architecture. Readings, discussions, reports. ~~Pr.: IAR 702 or equiv.~~	**IAPD 820. Advanced Seminar in IA.** (Var.) I, II. Advanced readings and discussions of environmental issues related to the practice of interior architecture. Readings, discussions, reports.
IAPD 821. Advanced Interior ~~Architectural Design.~~ ~~(1-4) I,~~ II. Advanced study of interior space planning and interior design. Pr.: Professional design degree.	**IAPD 821. Advanced IAPD Design Studio**. (Var) II, S. Advanced study of interior space planning, product design, and interior design.
IAPD ~~730~~. Facility Management. (2) II. A survey of the methods of managing the physical assets of large facilities (corporate, institutional, and governmental) through a review of current literature, presentations by professionals active in the field, and case studies. ~~Pr.: senior or grad standing.~~	**IAPD 831. Facilities Management.** (2) II. A survey of the methods of managing the physical assets of large facilities—corporate, institutional, and governmental—through a review of current literature, presentations by professionals active in the field, and case studies.
IAPD ~~740~~. Advanced Design Workshop. ~~(1-4) I,~~ II. Advanced instruction in the design, construction, and finishing of contemporary furniture and accessories. The course involves the development of a concept for a complex furniture prototype and includes research, program development, design development, criteria examination and determination, design development, working drawings, complete prototype development, and presentation drawings. ~~Pr.: IAR 714 or equivalent.~~	**IAPD 840. Advanced Design Workshop.** (Var) I, II, S . Advanced instruction in the design, construction, and finishing of contemporary furniture and accessories. The course involves the development of a concept for a complex furniture prototype and includes research, program development, design development, criteria examination and determination, design development, working drawings, complete prototype development, and presentation drawings. Pr.: IAPD 814.

Current Course Description	Proposed Course Description
LAR 646. ~~Landscape Architecture Design Studio V.~~ (4) I. ~~The understanding, collection, and application of land resource data to land planning and design. Current methods or resource inventory, ecologically oriented site analysis, and environmental impact assessment. Three hours lec. and nine hours studio a week. Pr.: LAR 420, 442, 439~~.	**LAR 646. Community Planning and Design**. (5) S. Design studies focused on community planning and design issues and their communication. Emphasis placed on responding to socio-cultural, political and natural site conditions at multiple scales ranging from large scale land use plans to detailed site plans and design communication. Pr.: LAR 442 and PLAN 315. Coreq.: LAR 502.
LAR 647. Land~~scape~~ Construction III. (~~4~~) I. Continuation of LAR ~~437~~ to include large scale site design, road alignment, large area grading, soils and excavation methods, storm drainage, and utilities routing. ~~Three hours lecture and five hours studio a week. Pr.: LAR 437.~~	**LAR 647 Land Construction III.** (5) I. Continuation of LAR 439 to include large scale site design, road alignment, large area grading, soils and excavation methods, storm drainage, and utilities routing. Pr.: LAR 439.
LAR 648. Landscape Architecture ~~Design Studio VI.~~ (4) II. ~~Twelve hours of design studio a week. Design of the outdoor environment for human needs and activities; ecological considerations; project program, site selection, analysis concept, design communication, specification, construction, planting, and maintenance. Pr.: LAR 646, 647.~~	**LAR 648. Landscape Architecture Specialization Studio.** (Var.) I. Diverse topic-specific studios that are supported by corresponding graduate seminars. Focused exploration of landscape architecture practice. Pr.: LAR 442. Coreq: LAR 750.
LAR 700. Project Programming. (~~2~~) I. Research and the development of a program directed toward the advancement of a capstone project for LAR ~~704 Landscape Architecture Design Studio VII~~. Pr.: LAR 647 and LAR 648.	**LAR 700. Project Programming.** (3) I. Research and the development of a program directed toward the advancement of a capstone project for LAR 705 Master's Project and Report. Pr.: LAR 647 and LAR 648.
LAR 703. Landscape Architectural ~~Design Studio VII.~~ (5) ~~I. Design of the outdoor environment for human needs and activities; ecological considerations; project program, site selection, analysis concept, design communication, specification, construction, planting, and maintenance. Fifteen hours design studio a week~~. Pr.: LAR 648 and LAR 647.	**LAR 703. Landscape Architecture Off-Campus Studio.** (5) II. Off campus design studies fulfilled in an approved professional design office or in an approved international studies program. Pr.: LAR 648 and 647.
LAR 704. ~~Landscape Architectural Design Studio VIII.~~ (5) I. ~~Design of the outdoor environment for human needs and activities; ecological considerations; project program, site selection, analysis concept, design communication, specification, construction, planting, and maintenance. Fifteen hours design studio a week. Pr.: LAR 703 and LAR 647.~~	**LAR 704. Environmental Landscape Planning and Design.** (5) I, II. Introduction to and understanding of environmental planning, design and management of natural and social landscape systems at a regional, watershed, or ecosystem scale. Studies focus on systems inventory, analysis and impact assessment, and geoprocessing theory and methods.
LAR 750. ~~Graduate Seminar in Landscape Architecture I.~~ (3) II. ~~Discussion of the scope of the profession and the nature of graduate study in landscape architecture as well as current issues in practice and research.~~	**LAR 750. Landscape Architecture Seminar III.** (2) I. Studies and discussion of topics related to specialization studio.

Current Course Description	Proposed Course Description
LAR 898. Thesis Proposal Writing. (2) I, II, Exploration of procedures of planning design, scheduling, organization, and management of a landscape architecture research project. Two hours lecture a week. Pr.: ARCH 725 or EDCEP 816.	**LAR 898. Thesis Proposal Writing.** (2) I, II, Exploration of procedures of planning, design, scheduling, organization, and management of a landscape architecture research project. Two hours lecture a week. Pr.: LAR 725, ARCH 725 or EDCEP 816.
PLAN 630. Computer Applications in Planning and Design. (1-3) I, ~~IS~~. ~~The~~ application of computer aided design ~~concepts to design and mapping in a planning context~~. Basic skill development in the use of CAD software for general mapping, design, and data display, with extension to GIS software applications in the planning and design professions. ~~Focus will be on the use and capabilities of AutoCAD, ArcCAD and ARCVIEW for design, data display and analysis.~~ Pr.: ~~CIS 101~~ and junior standing.	**PLAN 630. Computer Applications in Planning and Design.** (1-3) I, intersession. Application of computer aided design. Basic skill development in the use of CAD software for general mapping, design, and data display, with extension to GIS software applications in the planning and design professions. Pr.: Junior standing.
PLAN 631. Computer Applications in Planning I. (1) I. The application of computer concepts to problem solving and data analysis in the planning profession, including the development of user skills in the application of various software packages for data analysis. Included is an extension of the basic knowledge level to advanced spreadsheet design for demographic analysis used in the planning profession, and the data search process using the Internet. Pr.: ~~CIS 101, CIS 102, CIS 103 (or demonstrated proficiency in the use of word processing and spreadsheet software applications), and~~ concurrent enrollment in PLAN 801.	**PLAN 631. Computer Applications in Planning I.** (1) I. The application of computer concepts to problem solving and data analysis in the planning profession, including the development of user skills in the application of various software packages for data analysis. Included is an extension of the basic knowledge level to advanced spreadsheet design for demographic analysis used in the planning profession, and the data search process using the Internet. Coreq.: PLAN 801.
PLAN 633. Computer Applications in Planning III. (1) II, intersession. The application of computer concepts to planning project management, including the development of user skills in the application of various software packages for producing project management reports. Network analysis techniques of PERT, CPM, and Gantt Charts are explained and applied to the development of planning process flow diagrams, time management, and work scheduling. Pr.: ~~CIS 101~~ and junior standing.	**PLAN 633. Computer Applications in Planning III.** (1) II, intersession. The application of computer concepts to planning project management, including the development of user skills in the application of various software packages for producing project management reports. Network analysis techniques of PERT, CPM, and Gantt Charts are explained and applied to the development of planning process flow diagrams, time management, and work scheduling. Pr.: Junior standing.
PLAN 650. Housing and Development Programs. (2) II. Review and evaluation of historical and current housing issues, production, and financial systems, including consideration of racial, ethnic, income, and gender issues as they relate to the role of housing developments and programs in community development. Pr.: PLAN 315.	**PLAN 650. Housing and Development Programs.** (2) II. Review and evaluation of historical and current housing issues, production, and financial systems, including consideration of racial, ethnic, income, and gender issues as they relate to the role of housing developments and programs in community development. Pr.: PLAN 315 or PLAN 715; ENG 200.

Current Course Description	Proposed Course Description
PLAN 716. Seminar in Planning. (1-3) I, II, S, intersession. Discussion of contemporary issues in planning within the framework of professional education as a basis for understanding how planners approach societal issues in practice. Pr.: PLAN 315.	**PLAN 716. Seminar in Planning**. (1-3) I, II, S, intersession. Discussion of contemporary issues in planning within the framework of professional education as a basis for understanding how planners approach societal issues in practice. Pr.: PLAN 315 or PLAN 715.
PLAN 717. Seminar in Grant Preparation. (2), II. Locating and preparing grants for the purpose of funding community improvements, including developing grant writing skills and learning about the process of seeking funds from federal and other outside sources to facilitate community development. Pr.: PLAN 715 and ~~completion of Expository Writing II (ENGL 200).~~	**PLAN 717. Seminar in Grant Preparation**. (2), II. Locating and preparing grants for the purpose of funding community improvements, including developing grant writing skills and learning about the process of seeking funds from federal and other outside sources to facilitate community development. Pr.: PLAN 715.
PLAN 731. Solid Waste Planning and Management. (1-3) II, intersession. The focus is on federal and state policies and programs for solid waste management as a framework for private sector and local government response to solid waste issues for resource recovery (recycling, incineration and composting) and landfilling. Pr.: Plan 315.	**PLAN 731. Solid Waste Planning and Management.** (1-3) II, intersession. The focus is on federal and state policies and programs for solid waste management as a framework for private sector and local government response to solid waste issues for resource recovery (recycling, incineration and composting) and landfilling. Pr.: Plan 315 or PLAN 715.
PLAN 740. Small Community and Rural Area Planning. (3) I. Synthesis of small community and rural area change, including socio-economic-political determinants as bases for community design and planning. Pr.: PLAN 315, ~~plus 9 credit hours in economics, political science, and sociology~~.	**PLAN 740. Small Community and Rural Area Planning.** (3) I. Synthesis of small community and rural area change, including socio-economic-political determinants as bases for community design and planning. Pr.: PLAN 315 or PLAN 715.
PLAN 746. Urban Design and Preservation Studio. (4) II. An interdisciplinary design studio involving large-scale design projects having an extensive time implementation sequence and components of historic significance that must be resolved within the design process. Design methods are applied to selected urban areas of the Midwest. Pr.: PLAN 315, PLAN 745 ~~desirable but not mandatory.~~	**PLAN 746. Urban Design and Preservation Studio.** (4) II. An interdisciplinary design studio involving large-scale design projects having an extensive time implementation sequence and components of historic significance that must be resolved within the design process. Design methods are applied to selected urban areas of the Midwest. Pr.: PLAN 315; PLAN 745 recommended.
PLAN 752. Physical Processes of Plan Implementation. (2) II. Introduction to legislation and interpretation of codes and ordinances related to planning, design, and construction. Focus is on the planning process and technical studies of housing, land use, building condition, and parking, as well as staff responsibilities in professional practice. Pr.: PLAN 715.	**PLAN 752. Physical Processes of Plan Implementation.** (2) II. Introduction to legislation and interpretation of codes and ordinances related to planning, design, and construction. Focus is on the planning process and technical studies of housing, land use, building condition, and parking, as well as staff responsibilities in professional practice. Pr.: PLAN 315 or PLAN 715.
PLAN 753. Planning Law. (3) I. Examination of the evolution and current state of land use regulation within constitutional limits. Introduction to zoning, subdivision, and other police power controls within the comprehensive planning process. ~~Pr.: PLAN 715.~~	**PLAN 753. Planning Law.** (3) I. Examination of the evolution and current state of land use regulation within constitutional limits. Introduction to zoning, subdivision, and other police power controls within the comprehensive planning process.

Current Course Description	Proposed Course Description
PLAN ~~760~~. Community Development Planning. (3) II. Examination of past and present approaches to community development planning in the United States. Review and assessment of community development planning policies, programs, and practices. Pr.: ~~PLAN 715 or conc. enrollment, and 9 credit hours in the social sciences.~~	**PLAN 660. Community Development Planning.** (3) II. Examination of past and present approaches to community development planning in the United States. Review and assessment of community development planning policies, programs, and practices. Pr.: Junior standing.
PLAN ~~761~~. Community Development Workshop. (Var.) I, S. The organization, planning, design, development, and evaluation of community development projects with real clients and actual locations. Pr.: ~~PLAN 715 and PLAN 760 or conc. enrollment.~~	**PLAN 661. Community Development Workshop.** (Var.) I, S. The organization, planning, design, development, and evaluation of community development projects with real clients and actual locations. Pr.: PLAN 660.
PLAN 765. Growth Management. (3) II, in even years. Study of the process of city growth and change in relation to planning techniques and socio-economic-political determinants. Criteria and methodology for the growth management are reviewed and applied to the contemporary city. Pr.: PLAN 715.	**PLAN 765. Growth Management.** (3) II, in even years. Study of the process of city growth and change in relation to planning techniques and socio-economic-political determinants. Criteria and methodology for the growth management are reviewed and applied to the contemporary city. Pr.: PLAN 315 or PLAN 715; and PLAN 752.
PLAN 810. Practicum in Planning and Development. (1-4) I, II, S. Supervised experience in professional planning and development, including internships, field research, public service, and professional workshops. Pr.: PLAN 715 ~~or concurrent enrollment and placement on the HUD work-study program.~~	**PLAN 810. Practicum in Planning and Development.** (1-4) I, II, S. Supervised experience in professional planning and development, including internships, field research, public service, and professional workshops. Pr.: PLAN 715.
PLAN 820. Planning Administration. (3) I. ~~The~~ functions of a planning administrator, including city organizational structures and ~~their relationship to~~ the role of the planner in city administration and management; budgeting and capital improvements programming, including a study of the roles that bonds, taxation and intergovernmental grants play in the financing of various community based activities ~~envisioned in the long range planning process. The course will review basic personnel management, running successful meetings, contract negotiations, staff reports, public presentations, dealing with the media, and time management in the planning office. Pr.: PLAN 715.~~	**PLAN 820. Planning Administration**. (3) I. Functions of a planning administrator, including city organizational structures and the role of the planner in city administration and management; budgeting and capital improvements programming, including a study of the roles that bonds, taxation and intergovernmental grants play in the financing of various community based activities. Pr.: PLAN 815.
PLAN 880. Topics in Planning. (Var.) I, II, S. Independent study of selected concepts and trends in regional and community planning and development. Pr.: PLAN 715.	**PLAN 880. Topics in Planning**. (Var.) I, II, S. Independent study of selected concepts and trends in regional and community planning and development. Pr.: PLAN 715 and PLAN 803.

Current Course Description	Proposed Course Description
PLAN 899. Research in Planning. (Var.) I, II, S. Original research and advanced study in regional and community planning, urban design, and related fields for the master's report/thesis. Pr.: ~~Registration in Graduate School and~~ completion of two semesters of graduate study in planning.	**PLAN 899. Research in Planning.** (Var.) I, II, S. Original research and advanced study in regional and community planning, urban design, and related fields for the master's report/thesis. Pr.: PLAN 803 or LAR 725 or ARCH 725 and completion of two semesters of graduate study in planning.
PHPTH. 890 Introduction to Genomic. (4)~~I~~, in odd years. Tools and methods for computational analysis of genomic and related data. Three hours lec. And two hours lab per week. Pr.: BIOCH 521 ~~or equivalent~~, STAT 703~~ or equivalent~~, BIOL 450 ~~or equivalent.~~	**PHPTH. 890 Introduction to Genomic.** (4) II, in odd years. Tools and methods for computational analysis of genomic and related data. Three hours lec. And two hours lab per week. Pr.: BIOCH 521, STAT 703, BIOL 450.
SPCH 735. Leadership Communication. (3).~~II, in alternate years. Review the literature and development research projects regarding the communication processes by which people move from operating as individuals into groups with a sense of group self leadership. Pr.: SPCH 311, or 326, or 425~~.	**SPCH 735. Leadership Communication**. (3) A study of the role that public discourse plays in attaining, enacting, and constraining leadership in a democratic society. Pr.: SPCH 535.

ii) **DROP:**

ENTOM 706. External Insect Morphology. (3) I, in even years or on sufficient demand. External form and structure of insects with emphasis on the functional aspects of present structure. Theories of the evolution of structure from the ancestral to the derived state including, where possible, successive evolutionary stages. Differences between leading theories are discussed. Designed for beginning graduate students and advanced undergraduates. One hour lecture and six hours lab a week. Pr.: ENTOM 300 or 312 and 313.

ENTOM 865. Internal Insect Morphology. (3) II, in odd years. Internal anatomy of representative insects; plan and structure of internal systems. One hour lecture and six hours lab a week. Pr.: ENTOM 706.

ID 630. Household Equipment Theory. (3) I. Analytical study of appliance design, performance, and evaluation concepts for application in consumer decision-making. Not open to students with credit in ID 440. Six hours rec. and lab per week. Pr.: Four hours lab science course.

PLAN 615. Shaping the American City. (3) II, in odd years. An examination of the history of American city planning since 1850 presented through illustrated lectures chronologically (rather than thematically) to coincide with the manner in which we live. Specific emphases are on the evolving physical form of the city and the impact of the 13 October 2005 30 political, social and economic processes and decisions that helped shape the American city within the last 100 years. Pr.: Junior standing or instructor permission.

PLAN 651. Planning Municipal Services. (3) I, in even years. An investigation of the socio-political, spatial and bureaucratic issues related to the planning, financing and delivery of municipal services. The key focus is on how planners provide technical information on such topical issues as equity standards, citizen participation and citizen demand-making models as they impact site selection of parks, libraries, fire stations, and other municipal projects. Pr.: PLAN 315.

iii) **ADD**

***ARCH 801. Topics in History of the Designed Environment.** (3) I, II. Seminar on topics involving specific periods or subjects in the history of the built environment. May be repeated for credit with different topics. Pr.: ARCH 350 or graduate standing.

***ARCH 803. Environmental Aesthetics.** (3) I, II. Problems involving aesthetics in areas related to student's major field. Pr.: Senior or graduate standing.

***ARCH 804. Topics in Environment and Behavior.** (3) I, II. Seminar on topics in human perceptions, reactions, and behavior as they relate to physical environments. May be repeated for credit with different topics. Pr.: Senior or graduate standing.

ARCH 805. Project Programming. (2) I, II. Development of an architectural program for ARCH 807. Identify evaluation criteria and prepare statement of objectives; perform appropriate research and analysis; and create programming document. Pr.: ARCH 650; ARCH 606 or ARCH 505/506.

ARCH 806. Architecture Design Studio VII. (5) I, II. Analysis, programming, architectural, and planning problems with projects of increasing complexity of function and space definition systems. Integration of the physiological, psychological, and sociological parameters in the design of environments as well as relating structures and environmental technology to total design. Pr: ARCH 606 or ARCH 505/506, ARCH 515, and ARCH 453, and not more than one D in an architectural design course.

ARCH 807. Architectural Design Studio VIII. (5) I, II. Final design studio course in the professional curriculum in architecture. Using the program established in ARCH 805, demonstrate mastery in systematic and comprehensive thinking, project research, application of resources, architectural design, and communication of total process. Pr.: ARCH 805 and 806.

***ARCH 811. Topics in Architectural Design Methods.** (3) I, II. Intensive review of selected design methodologies, including systematic and computer-based approaches to problem definition and project design; emphasis upon the comparative evaluation of problem-solving strategies within the architectural design process. May be repeated for credit with different topics. Pr.: Arch 304 or graduate standing.

***ARCH 815. Topics in Architecture.** (3) I, II. Seminar on topics in architecture with readings, class discussion, student presentations, research papers or projects. May be repeated for credit with different topics. Pr: ARCH 304 or graduate standing.

***ARCH 816. Topics in Environmental Systems in Architecture.** (3) I, II. A concentrated study of a particular subject related to the environmental systems of the built environment. May be repeated for credit with different topics. Pr.: ARCH 413 or graduate standing.

***ARCH 820. Environment and Behavior.** (3) I, II. An introductory course investigating the relationship between human behavior and the design of the physical environment, identifying those basic psychological and social concepts which influence and are influenced by the built environment. Pr.: Junior or graduate standing.

***ARCH 831. Environment and Aging.** (3) I, II. An exploration of the aging process related to those factors in the architecturally designed environment that hinder and facilitate successful adaptation by the aging individual. Pr.: Senior or graduate standing.

***ARCH 835. Topics in Building Construction Systems in Architecture.** (1-4) I, II. Advanced study of the relationship of conceptual and/or technological factors of building construction to architecture. May be repeated for credit with different topics. Pr.: ARCH 433 or graduate standing.

***ARCH 840. Building-Related Health and Safety.** (3) I, II. Multidisciplinary concepts and applications of building-related health and safety in the design, construction, and operations of residential, commercial, and institutional buildings. Includes fieldwork analysis, documentation, and reporting. Pr.: Junior or graduate standing.

***ARCH 852. Topics in Structural Systems in Architecture.** (3) I, II. Study of the relationship of conceptual and/or technological factors of structure to architectural design. May be repeated for credit with different topics. Pr.: ARCH 453 or graduate standing.

ARCH 853: Professional Practice (3) I, II. Studies of conventional and newly developing methods of professional design practice. Instruction in the relationships of architects, landscape architects, interior architects, and other

professions to users, clients, construction industry, society, government, and one another. Pr.: ARCH 433.

***ARCH 870. History of American Architecture and Allied Design I.** (3) I. The history of American architecture including aspects of interior architecture, landscape architecture, urban planning, and preservation. This course investigates how the built forms of various colonial settlers in America responded to a new environment and how a distinctive American culture eventually took shape by the end of the 1800s. Pr.: ARCH 350 or graduate standing.

***ARCH 871. History of American Architecture and Allied Design II.** (3) II. The history of American architecture including some aspects of interior architecture, urban planning, landscape architecture, and preservation. This course surveys those distinctively American styles of design which originated in the late 1800s and traces their impact on world architecture and how outside influences shaped American design from that time period up to present. Emphasis is placed upon the interplay of formal and functional concerns in architectural design. Pr.: ARCH 350 or graduate standing.

***ARCH 880. Development Analysis.** (3) I, II. An examination of various development characteristics and components and their crucial interactive nature which leads toward success or failure of building and land development. Development factors investigated include: market analysis, location uses and users, cost/benefits, non-monetary benefits, financial returns expected and needed, financial incentives for investors, and feedback into the design process. Pr.: Admission to the professional program or graduate standing.

ASI 650. Identification and Data Management of Food Animals. (2) I. Procedures and the conventions required to accomplish individual identification for farm animals. Principles of sound data collection and management. Principles of automatic information and data capture technologies for transforming data into information. Guest lectures from allied industry and livestock producers will illustrate various products, services and applications. Two hours lec. a week. Pr.: Junior standing.

ASI 776. Meat Industry Technology. (3) I, II, S. Apply concepts and information about meat composition, product safety and spoilage, quality; formulation, processing and evaluation of cured, pre-cooked, and sausage; packaging, troubleshooting, and plant organization. This is a web-based lecture class intended for distance education students. Pr.: ASI 340 or ASI 350.

ENTOM 840. Immature Insects. (2) S, in odd years. Identification of immature insects to the family level, with emphasis on terrestrial Holometabola and aquatic insects. Techniques for collecting and preserving immatures, with an emphasis on field collecting and identification in laboratory. Pr.: ENTOM 710.

ENTOM 850. Scanning Electron Microscopy. (2) II, in even years. Use of scanning electron miscroscopy for studying organic, inorganic or synthetic materials. Includes theory of SEM operation, techniques for specimen preparation, one-on-one sessions with a technician on a Hitachi 3500N variable pressure SEM, and post-image processing.

ENTOM 866. Insect Morphology. (3) I, in even years. Morphology of insects with emphasis on the evolution and functional complexes of structures. Anatomy and structure of internal systems using microdissections and histological techniques. Two one-hours lec., one three-hour lab per week. Pr.: ENTOM 312 and 313 or ENTOM 710.

ENVD 900. Conceptual Approaches to Design and Planning. (3) I, II. Overview of contributions and limitations of various theoretical perspectives that inform the field of design and planning inquiry. Knowledge and theory construction. Nature, scope, and merits of scientific approach. Criticism of the scientific approach and examination of alternative approaches utilized in design and planning research and practice. Linking philosophy, research, and action/practice/application.

ENVD 901. Research Methods in Design and Planning. (3) I, II. Survey of research methods in the fields of design and planning, including overall systems of inquiry, criteria for assessing quality, strategies and tactics. Strengths and weaknesses of various research designs. Methods covered include experimental and quasi-experimental research, correlational research, qualitative research strategies, simulation and modeling research, action research and design intervention, case study, and combined strategies.

ENVD 999. Dissertation Research. (Var.) I, II. For students who have completed all credit hour, full-time enrollment, preliminary examination, and residency requirements for the doctoral degree, and are writing and defending their dissertations.

FREN 721. Francophone Literature. (3). The development of French colonial and postcolonial literature with an emphasis on the twentieth and twenty-first centuries. Regional focus may vary from Quebecois. Caribbean, Sub-Saharan or North African Literatures. Taught as a seminar. Pr.: FREN 520 or 521 and one other course at a 500 level.

GRAD 801. Foundations of Leadership. (3) I, II. Study of the key issues in the theory, research, and application of leadership in organizations. This includes defining leadership, understanding situational characteristics that facilitate/hinder effective leadership, understanding effective/dysfunctional leadership, and gaining greater insight into one's own leadership style and functioning.

GRAD 820. Leadership Practicum. (3) I, II. Develops the connections between leadership theory and practice. By conducting a practicum project, students demonstrate the ability to apply concepts and ideas from the study of leadership to a practical leadership problem within an organization. Pr.: GRAD 801.

IAPD 628. Building Construction Systems IA. (3) I. A technical capstone course that demonstrates student comprehension of previously learned material through exercises culminating in a construction document set including information about structural, mechanical, electrical, plumbing systems, and millwork details, construction details, codes and the American with Disabilities Act with appropriate drawings illustrating ways in which they come together. Pr.: IAPD 440. Coreq.: IAPD 801.

IAPD 664. Interior Architecture Summer Internship. (6) S, intersession. Ten weeks off-campus work study in professional offices specializing in interior architecture: field and office experience. Pr.: IAPD 606, ARCH 433 and no grade lower than a C in any IAPD studio course. Coreq.: IAPD 665.

IAPD 665. Interior Architecture Summer Internship Report. (1) S, intersession. The purpose is to develop the student's communication skills and awareness of the importance of written communication and record keeping in interior architectural office practice. The required report will provide a detailed documentation of the student's experiences encountered during internship. Coreq.: IAPD 664.

IAPD 668. Study Abroad Experience. (Var.) S. Courses taken from a university in an approved foreign studies program.

IAPD 801. IAPD Design Studio 5. (5) I. This semester of study provides an option for an interdisciplinary collaborative studio course oriented towards replicating the learning experience and interactive activities that takes place in the modern multi-disciplinary professional office. Pr.: IAPD 440 and no grade lower than a C in any IAPD studio course. Coreq.: IAPD 628

IAPD 810. IAPD Capstone Studio. (6) I, S. Students are to pursue design projects that encompass their previous educational experience validating their knowledge of the IAPD program studies. The project will be based on extensive research and review. The project presentation will suggest unique and applicable solutions with clearly identified methodology of implementation. Pr.: IAPD 606 or IAPD 644 and IAPD 645.

IAPD 815. Advanced Studio Programming. (3) I, S. Research of programming methodologies culminating in a programmatic document used as the basis for the design project in IAPD 822, 823, or 824. Pr: IAPD 606.

IAPD 822. Advanced Product Design Studio. (6) II. Students explore projects programmed under the previous semester IAPD 815 programming course. Projects may be client or manufacture based with design analysis, directed research and concept formulation and proposed manufacturing processes including cost and marketing analysis. An exhibition of the student's work will be required at the completion of the course. Pr.: IAPD 810 and IAPD 815.

IAPD 823. Advanced IA Design Studio. (6) II. Utilizing a client-based design project, the student works directly with clients to produce a completed moderatelyscaled design project. Students must demonstrate knowledge of

interior specificion writing, materials selection, and advanced presentation techniques. An exhibition of the student's work will be required at the completion of the course. Pr.: IAPD 810.

IAPD 824. Advanced Furniture Design Studio & Workshop. (6) II. Advanced design, construction, and finishing of contemporary furniture. Eximentation in the design of spatial components utilizing advanced construction techniques and materials. The course includes directed research involving market analysis, specifications, and adaptation to manufacturing processes. An exhibition of the student's work will be required at the completion of the course. Pr.: IAPD 810.

IAPD 891. Contemporary Design. (3) II. A visual survey of selected works of current interior architecture, product design, and furniture design, which illustrate principles and practical concerns that motivate design. Extensive writing requirement which will focus on the various topics, issues, and discussions given during the course. Open to non IAPD majors.

ID 630. Topics in Advanced Interior Design Theory. (3) I or II. An examination of contemporary social and cultural influences on design theory and applications within the interior design profession. Pr.: ID 345 with a "C" or better.

LAR 705. Master's Project and Report. (5) II. Comprehensive application of research and design study through individual studies approved by the department faculty. Pr.: LAR 700. Coreq.: LAR 560.

LAR 725. Landscape Architecture Research Methods. (3) I, II. An introductory course surveying the basic philosophies and methodologies of science and research as they apply to the field of landscape architecture. Special emphasis will be placed on those methods appropriate for investigating human response to the built environment.

PLAN 804. Environmental Planning Methods. (3) II. Introduction to and understanding of environmental planning issues related to the development of a comprehensive community plan. Regional landscapes, watersheds and ecosystems surrounding the community selected for study in PLAN 836 will form the basis of the application of geoprocessing theory and methods. Pr.: GEOG 508. Coreq.: PLAN 836.

PLAN 898. Thesis Proposal Writing. (3) I. Exploration of procedures of planning, design, scheduling, organizing, and managing of a community planning based research project leading towards the students' completion of their master's thesis. This course will be cross listed with LAR 898. Pr.: PLAN 803.

SPCH 745. Political & Corporate Speechwriting. (3) I or II. A study of the principles and practice of professional speechwriting with a special emphasis on the role of speechwriting in a democratic society.

Children's Literature Concentration - Department of English

Master in Interior Architecture and Product Design (MIAPD)

Master of Science in Architecture (MS Arch)

Doctor of Philosophy in Environmental Design and Planning (PhD EDP)

c) Faculty Senate academic definitions proposal.

Course prerequisite (Pr.): a requirement that a student must satisfy before he/she is permitted to enroll in that course. This requirement can be one or any combination of the following: complete one or more lower level course (if no grade specified, earn at least a P, CR, or D grade in the prerequisite course); complete a lower level course with a grade specified (C,B,A); a specified class rank for the student (sophomore, junior, senior), or instructor's permission.

Course recommended prerequisite (Rec. Pr.): a requirement a student need not satisfy before enrolling in the course, but recommended in order to enhance the student's learning of the course material.

Corequisite (Coreq.): a concurrent requirement (course, practicum, etc.), which must be completed at the same time, during the same session, as the course with which it is listed as a corequisite.

Course prerequisite or corequisite (Pr. or Coreq.): a requirement of one or more courses in which a student should either complete with the appropriate grade prior in this course, or take concurrently with this course.

5) **Graduate Student Affairs Committee**
- No report.

6) **Graduate School Committee on Planning**

a) **Policy for Summer Semester Tuition Waivers and Tuition Rates for Graduate Assistants**

Preface:
Existing University policies address the employment of Graduate Assistants for Fall and Spring semesters. This policy specifically addresses tuition rates and tuition waivers for Graduate Assistants for Summer semesters.

1. Eligibility Criteria for Summer Tuition Waiver
   Graduate students must be officially appointed to a summer teaching assignment to be eligible to receive a summer semester graduate tuition waiver.

2. Enrollment Criteria
   The Graduate School does not require students on appointments to enroll during the summer. However, some graduate programs have summer enrollment requirements, and students on summer appointments should confer with their graduate program director to determine the minimum enrollment associated with their positions. The maximum enrollment for graduate students on any summer appointment is five credit hours for a 0.5 appointment and six hours for a 0.4 appointment.

3. Full GTA Tuition Waiver
   Graduate students who are both enrolled and have at least a 0.4 teaching appointment during the summer semester are eligible to receive a full tuition waiver. Students are required to pay all other fees. The time duration of the summer semester course(s) in which the student is enrolled is not relevant to the eligibility for tuition benefits.

4. Partial GTA Tuition Waiver
   Graduate students who hold at least a 0.4 total appointment during the summer semester but only a partial appointment as a teaching assistant are eligible to receive the employee tuition rate and a partial tuition waiver based on the amount of the teaching appointment, as is done during fall and spring semesters.

5. Eligibility Criteria for Employee Tuition Rate
   Graduate assistants (GAs) and graduate research assistants (GRAs) who have at least a 0.4 total assistantship appointment during the summer semester are eligible to receive the employee tuition rate during the summer.

   Graduate students who held at least a 0.4 total assistantship appointment of any type during the spring semester, but either do not hold a summer appointment or have less than a 0.4 summer appointment, are also eligible to receive the employee tuition rate for the summer semester.

   Graduate students who held less than a 0.4 appointment of any type during the spring semester and either do not hold a summer appointment or have less than a 0.4 summer appointment are not eligible for any adjustment in tuition rates during the summer.

Following discussion, the motion was passed.

b) Committee proposes for a ***first reading*** the following items; motion was seconded.

i) **GRADUATE HANDBOOK, CHAPTER 2 - THE MASTER'S DEGREE, SECTION F.3 - Inactive Status and Probation: Removal from Probation** *AND* **CHAPTER 3, SECTION F.3 - Inactive Status and Probation: Removal from Probation**

F.3 Removal from Probation
Students on probation as a condition of admission will acquire good standing if they achieve a cumulative GPA of 3.0 in the first 9 credit hours of graduate level course work.

Students placed on probation for deficient grades will be restored to good standing if they achieve a cumulative GPA of at least 3.0. Normally, this must be achieved within 2 semesters for full-time students and within 12 credit hours for part-time students. If the student received less than 3.0 in a course listed on the program of study, the student's major professor and the student's supervisory committee may require that the student retake the course. If the course is retaken by the direction of the major professor and the supervisory committee, the original grade is noted as retaken and removed from the grade point average. The retake grade will always be used in computing the grade point average regardless of whether it is higher or lower than the original grade. A student may retake a course with subsequent removal of the prior grade only once for each course and for a total of two courses in ~~a degree program~~ *the program of study. An approved program of study must be on file in the Graduate School at the time the retake request is submitted.*

Students placed on probation after recommendation by the major professor or supervisory committee may be restored to good standing only following the notification by the major professor and supervisory committee that the students are making satisfactory progress.

Following discussion, the motion was passed.

ii) **GRADUATE HANDBOOK**, **COLLEGE OF VETERINARY MEDICINE, CHAPTER 2, SECTION D.5** *AND* **CHAPTER 3, SECTION D.5**

Chapter 2 - The Master's Degree, Section D.5 - Courses: Courses Applied Toward Two Degrees

D.5 Courses Applied Toward Two Degrees
No graduate student may use credit from the same course in meeting the requirements for both an undergraduate and a graduate degree, except as described in the concurrent B.S./master/graduate certificate programs approved by the Graduate Council.

Transferring graduate credit

a. Students who take two master's degrees may apply up to six hours of graduate credit from the first degree to the program of the second.

b. Students who wish to earn a master's degree after earning a doctorate may apply a maximum of 10 credit hours of doctoral work from the first degree toward the master's degree.

Master's Students in the College of Veterinary Medicine~~: Pursuant to the Memorandum of Understanding approved by the Graduate School and the College of Veterinary Medicine on December 21, 1965,~~

a. A maximum of 12 graduate credit hours may be granted a student with a bachelor's degree while enrolled in the College of Veterinary Medicine;

b. A maximum of 12 graduate credit hours or the equivalent may be granted to graduates of other colleges of veterinary medicine ~~accredited by the American Veterinary Medical Association~~;

c. For a master's degree, a minimum of one summer school enrollment or the equivalent in the Graduate School, for at least 8 hours of graduate credit, is required, and preferably a student should have 2 summer school enrollments or the equivalent in the Graduate School.

AND

Chapter 3 - The Doctoral Degree, Section D.5 - Courses: Courses Applied Toward Two Degrees

D.5 Courses Applied Toward Two Degrees
No graduate student may use credit from the same course to meet the requirements for both an undergraduate degree and a graduate degree. A graduate student may earn a master's degree or a doctoral degree at Kansas State University after receiving the same degree, in the same or another field, at another institution. The degree sought at Kansas State University is subject to the same provisions for transfer of credit as a first degree.

Exception: ~~Pursuant to the Memorandum of Understanding approved by the Graduate School and the College of Veterinary Medicine on December 21, 1965~~:

1. A maximum of 12 graduate credit hours may be granted a student with a bachelor's degree while enrolled in the College of Veterinary Medicine;

2. A maximum of 12 graduate credit hours or the equivalent may be granted to graduates of other colleges of veterinary medicine ~~accredited by the American Veterinary Medical Association~~.

Following discussion, the motion was passed.

iii) **GRADUATE HANDBOOK, CHAPTER 3, SECTION L: Final Examination**

L. FINAL EXAMINATION

When the student is admitted to candidacy, the Dean of the Graduate School appoints an examining committee. This committee consists of the supervisory committee and a member of the graduate faculty not on the supervisory committee. *For Ed.D. candidates the outside chair will be a graduate faculty within the College of Education.* The additional member serves as chairperson for the final oral examination.

The outside chairperson, as the representative of the Graduate School, is responsible for . . .

Following discussion, the motion was passed.

iv) **GRADUATE HANDBOOK, CHAPTER 5, SECTIONS A.1, A.2,** *AND* **A.3: Admission to the Graduate Faculty**

A.1 Procedure
The purpose of the Graduate Faculty is to conduct the graduate degree programs of the University. The nomination of members must be initiated by the candidate's department head *or graduate program director.* ~~and recommended by a majority of the Graduate Faculty of the department, who are responsible for identifying qualified candidates whose service is needed in the graduate program.~~ In programs that encompass several departments, nominations must be initiated by the candidate's program chairperson and recommended by a majority of the Graduate Faculty of the program. *The Graduate Faculty of the department are responsible for identifying qualified candidates whose service is needed in the graduate program. The nomination must be supported by the majority of the eligible Graduate Faculty of the department or program for interdisciplinary programs.*

A.2 Procedures for Tenured Faculty and Faculty in the Probationary Period for a Tenured Position
The Graduate Faculty assumes that the University's procedures for tenuring faculty members and appointing new faculty to tenure-earning positions are sufficient to identify qualified members of the Graduate Faculty. In the case of an already-tenured faculty member holding the terminal degree, or a faculty member in the probationary period for a tenured faculty position who holds the terminal degree, nominations are sent to the Dean of the Graduate School by the head of the nominee's department or the chairperson of the nominee's program. In every case, the Graduate Faculty of the department or program must submit a written evaluation of the candidate, including the number of faculty at the nominating session, the number eligible to vote, the

number of votes in favor, the number opposed, and the role in the graduate program to be pursued by the nominee. *At least 2/3 of the eligible Graduate Faculty must participate in the nomination process.* A copy of the nominee's curriculum vita should accompany the nomination. The Dean of the Graduate School will appoint the candidate to the Graduate Faculty. ~~The procedures outlined in this section will be reviewed by the Graduate Academic Affairs Committee in the spring semester of 2002.~~

A.3 Procedures for Other Candidates
For candidates other than those covered in section A.2, the procedures outlined below will be followed. Nominations are sent to the Graduate School in duplicate on Graduate Faculty nomination forms that must be endorsed by the head of the nominee's department or the chairperson of the nominee's program. Supplemental information may be submitted, including information requested by the Graduate Academic Affairs Committee. In every case, the Graduate Faculty of the department or program must submit a written evaluation of the candidate, including the number of faculty at the nominating session, the number eligible to vote, the number of votes in favor, the number opposed, and the role in the graduate program to be pursued by the nominee. *At least 2/3 of the eligible Graduate Faculty must participate in the nomination process.*

Following discussion, the motion was passed.

v) **GRADUATE HANDBOOK, CHAPTER 3, SECTION I: Preliminary Examination**

I. Preliminary Examination
The student must be given a written preliminary examination, which may be supplemented by an oral examination as prescribed by the supervisory committee. These are designed to test the student's breadth and depth of knowledge in the proposed field of specialization, as well as the student's ability to explore problems on the boundaries of knowledge. Satisfactory performance in the examination is an indication that the student is prepared to perform independent work toward the doctoral degree and results in the student being classified as a doctoral candidate upon affirmative recommendation by the supervisory committee. The examination may be scheduled after the program of study is filed and at a time deemed appropriate by the supervisory committee. The preliminary examination must be completed at least 7 months before the final oral examination. *At the time of the request for the preliminary exam ballot is issued, the student must be in good academic standing as specified in section 3.E.1.*

Once the supervisory committee and the student decide . . .

Following discussion, the motion was passed.

7) **Graduate School Committee on Assessment and Review**
No report.

8) **Graduate Student Council Information**
- Bala Thiagarajan (president) reported that the Council is working on a GTA online resource which will be available through K-State Online. A survey for GRAs is planned so that a similar resource will be available. Another project is the development of workshops to help graduate students write teaching philosophies, prepare for interviews, and similar job preparation activities.
- Deadline for Spring travel grants is February 1, 2006 for travel period March 1-June 30.
- Dr. Jorge Cham, author of PHD: Piled Higher and Deeper to speak on February 10, Union Little Theatre, 5:00 pm.
- January 25th is the abstract submission deadline for the Graduate Research Forum (March 3rd) and the Topeka Capitol Research Forum (March 8th). Sign-up sheet was routed for faculty volunteers to serve as judges for the Graduate Research Forum.
- Union Governing Board of the K-State Student Union is proposing a change in their constitution which will allow a graduate student representative on the Board. Currently the 12 positions are held by undergraduates.
- Dr. Trewyn expressed appreciation for the expanded and more active role that the Council is taking on campus.

9) **University Research and Scholarship**

- Fellowship information

Leifu Eiriksson Foundation (deadline January 16, 2006)
Community Forestry Research Fellowship Program (deadline February 1, 2006)
Claremont National Scholarship (deadline December 16, 2005)
US Department of Energy and National Science Foundation (deadline ??)
Woods Hole Oceanographic Institution Postdoctoral Fellowships (deadline, January 15, 2006)

- Model Leadership Certification Program

Jeff Katz (College of Business) presented the model used for the Graduate Certificate in Organizational Leadership (GCOL), a joint effort by the Graduate School, College of Business, and Department of Psychology. Model incorporates core courses for the Graduate Certificate in Business and two new leadership courses offered completely online. Leadership courses will be available to all departments desiring to establish a graduate leadership certificate in their program. Program is geared towards individuals outside of Manhattan who are exploring the possibility of a graduate degree. Dr. Downey and Dr. Katz will be available to consult with other programs interested in developing a leadership certificate.

Council was adjourned at 4:30 p.m.