



**Graduate School**  
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Minutes of the Graduate Council  
 February 3, 2009

**As approved by the Graduate Council, March 3, 2009**

**Members present:** K. Adhikari, F. Burrack, R. Collins, B. DePaola (also served as a proxy for M. Donnelly), K. Dillard, T. Easton, J. Faubion, J. Fliter, K. Getty, C. Griffin, D. Gruenbacher, S. Haar, L. Hoag, M. Hossain, J. Katz, J. Keller, V. Krstic, M. Linville, C. Moore, J. Reese, B. Rowland, R. Schaeffer, G. Shroyer, J. Steichen, M. Zolkiewski

**Members absent:** S. Bossmann, S. Brown, S. Garimella, D. Goodin, M. Kaff, B. Schultz, K. Taylor, F. White

**Graduate School staff present:** S. Fox, J. Guikema, S. Schlender, C. Shanklin

**Guests:** D. Youngman

**1) Opening remarks**

Carol Shanklin announced the acceptance of nominations for the Saracheck Honors Fellowship. The fellowship provides an award of up to \$15,000 to a resident graduate student enrolled in a Ph.D. program at Kansas State University. Student's research must be in a field of study relying significantly on contemporary molecular biological techniques. In addition to the Honors Fellowship, one to several Saracheck Scientific Travel Awards of up to \$1,000 each will be presented annually, as determined by a faculty selection committee.

**2) Minutes** of the December 2, 2008 were approved as presented.

**3) Graduate School Actions and Announcements Appointments for Graduate Faculty Membership**

Name	Position	Department/Program	Date approved by Graduate School
Andrew Kaczynski	Assistant Professor	Kinesiology	12/18/08

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

Name	Position	Department/Program	Date approved by Graduate School
Richard Robbins	Adjunct Assistant Professor	Special Education, Counseling, & Student Affairs	12/1/08

**4) Academic Affairs Committee – Todd Easton, Chair**

On behalf of the Academic Affairs Committee, Todd Easton, chair, proposed to approve the following faculty members for graduate faculty membership only, membership and certification, certification only, and graduate faculty associate. The motion passed.

<b>Membership</b>	<b>Position</b>	<b>Department/Program</b>
Jerry Jaax	Ancillary Faculty	Diagnostic Medicine/Pathobiology
Kythanahalli Janardhan	Assistant Professor	Diagnostic Medicine/Pathobiology
Harshavardhan Thippareddi	Adjunct Faculty	Animal Sciences and Industry

**Membership and Certification**

Cheryl Boyer	Assistant Professor	Horticulture, Forestry and Recreation Resources
Stuart Warren	Professor/Department Head	Horticulture, Forestry and Recreation Resources

**Certification**

Vincent Amanor-Boadu	Assistant Professor	Agricultural Economics
Royce Ann Collins	Assistant Professor	Educational Leadership
Kevin Dhuyvetter	Professor	Agricultural Economics
Alexander Saak	Assistant Professor	Agricultural Economics
Tian Xia	Assistant Professor	Agricultural Economics

**Graduate Faculty Associate**

Kim Charland	Instructor	Accounting
Sheryl Hodge	Assistant Professor	Special Education, Counseling, And Student Affairs
Richard Robbins	Adjunct Assistant Professor	Special Education, Counseling, And Student Affairs

**Course and curriculum issues:** On behalf of the Academic Affairs Committee, Todd Easton, chair, proposed to approve the following course and curriculum changes, drops and additions. The motion passed.

*Expedited Course Changes*

<b>Current Course Description</b>	<b>Proposed Course Description</b>
<b><del>EECE</del>-course prefix for all Electrical and Computer Engineering Courses.</b>	<b><u>ECE</u> course prefix for all Electrical and Computer Engineering Courses.</b>
<del><b>ENTOM 920. Insect Behavior.</b> (3) II. The study of the mechanisms, ecology and evolution of behavior in social and nonsocial insects.</del>	<b><u>ENTOM 825. Advanced Integrative Behavioral Ecology.</u></b> (3) II. <u>This course is designed to provide an advanced overview of the genetics, ecology, and evolution of insect behavior, emphasizing research done in insect systems. The topics covered in this course will include: (1) Conceptual and empirical framework for studying behavior, (2) the genetics of behavior, (3) “kinds” of behaviors, and (4) detailed examples of each “kind” of behavior. Three hours of lec a week. Rec. Pr.: BIOL 450.</u>

***Expedited Drop Courses:***

**ARCH 740 – Building-Related Health and Safety.** (3) I, II. Multi-disciplinary concepts and applications of building-related health and safety in the design, construction, and operations of residential, commercial, and institutional buildings. Lecture/recitation followed by field work analysis, documentation, and reporting. Pr.: Senior standing or above.

**ARCH 770 – History of American Architecture and Allied Design I.** (3) I, II. 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 M.S. ARCH standing.

**ARCH 771 – History of American Architecture and Allied Design II.** (3). I, 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 M.S. Arch standing.

**LAR 758 – Land Resource Information Systems.** (3) I. The understanding, collection, and application of land resource data to land planning and design. Current methods of resource inventory, ecologically oriented site analysis, and environmental impact assessment. Review of common sources for necessary information in each resource category. Pr.: Advanced undergraduate or graduate standing.

*Expedited Curriculum:*

**Master of Science, Family Studies and Human Services - Family Life Education and Consultation specialization**

**CHANGE FROM:**

**CHANGE TO:**

The M.S. program in ~~Family Life Education and Consultation~~ prepares students to develop and implement education programs designed to enrich and enhance individual and family well being.

The M.S. program in Family Studies provides students with a foundation of knowledge and skills in interdisciplinary social science related to family. Students may specialize in the area of Family Life Education (focusing on the development and implementation of educational programs designed to enrich and enhance individual and family well being) or develop research skills to investigate family phenomena.

In planning the master's student's program of study, we encourage a broad orientation, through experience and course work, to the various aspects of ~~human development~~, family studies, family life education and ~~helping relationships~~. The student's committee will work with him/her to develop course work, ~~practicum~~ and other professional experiences to provide both the recommended background and a specific focus most related to the student's professional goals.

In planning the master's student's program of study, we encourage a broad orientation, through experience and course work, to the various aspects of family studies, family life education, family resource management and professional issues. The student's committee will work with him/her to develop course work and other professional experiences to provide both the recommended background and a specific focus most related to the student's professional goals.

Requirements - at least ~~33 hours of course work plus 3 hours practicum~~, as outlined below.

Requirements – at least 36 credits are required to complete the Master's degree in Family Studies.

**Required Courses:**

- FSHS 850 Family Studies
- FSHS 852 Contemporary Family Theories
- FSHS 871 ~~Family Life Educ and Consult~~
- FSHS 875 ~~Delivery of Human Services~~
- FSHS 881 ~~Pract in Family & Comm Serv~~
- OR
- FSHS 882 ~~Pract in Study of Student Dev~~
- FSHS 888 Research Methods in FSHS I
- FSHS 898 Professional & Ethical Issues in FLEC
- FSHS 893 ~~Program Evaluation~~

**Required Courses:**

- FSHS 800 Orientation to FSHS Prof
- FSHS 825 Family Resource Management
- FSHS 850 Family Studies
- FSHS 852 Contemporary Family Theories
- FSHS 871 FLE Foundations and Methods
- FSHS 888 Research Methods in FSHS I
- FSHS 898 Professional and Ethical Issues in Family Studies

**Electives:**

**Electives:**

These 18 credits of electives should be based on

~~12 credits of electives based on student's professional goals may include thesis hours~~

**Additional Requirement:**

In addition to the course requirements, the following are required:

(a) A written document. The students, with committee approval, must complete one of the following types of written documents:

- ~~1. an open book comprehensive written exam; or~~
2. a master's thesis (requiring 6 – 8 hours of FSHS 899) or a master's report (requiring 2 hours of FSHS 899); or
- ~~3. an article ready for publication, or other project approved by the student's committee, under the direction of the major professor (may take 892 credit for this); and~~

(b) An oral examination by the student's committee with emphasis on the written document.

student's professional goals and must be approved by the student's master's committee. They may include thesis hours (FSHS 899).

**Additional Requirement:**

In addition to the course requirements, the following are required:

(a) A written document. The students, with committee approval, must complete one of the following types of written documents:

1. a master's thesis (requiring 6 hours of FSHS 899)
2. a master's report (requiring 2 hours of FSHS 899).

(b) An oral examination by the student's committee with emphasis on the written document.

*Non-Expedited New Courses:*

**ENTOM 625. Introductory Integrative Behavioral Ecology.** (3) II. This course is designed to provide an introductory overview of the genetics, ecology, and evolution of insect behavior, emphasizing research done in insect systems. The topics covered in this course will include: (1) Conceptual and empirical framework for studying behavior, (2) the genetics of behavior, (3) “kinds” of behaviors, and (4) detailed examples of each “kind” of behavior. Three hours of lec a week. Rec. Pr.: BIOL 450.

**On behalf of the Academic Affairs Committee, Todd Easton, chair, proposed to table the following course and curriculum changes and additions. The motion passed.**

*Non-Expedited New Courses:*

FSHS 660	Marriage Preparation and Enrichment
FSHS 800	Introduction to Family Studies and Human Services Graduate Program
FSHS 806	Statistical Methods in Family Studies and Human Services I
FSHS 825	Family Resource Management
FSHS 902	Qualitative Research Methods in FSHS
FSHS 906	Statistical Methods in Family Studies and Human Services II
FSHS 907	Advanced Family Research Methods

*Expedited Curriculum Changes*

PhD Human Ecology – Family Life Education and Consultation specialization  
PhD Human Ecology – Marriage and Family Therapy specialization

**5) Graduate Student Affairs Committee – Jon Faubion, Chair**

iBT TOEFL Scores Recommendation:

On behalf of the Student Affairs Committee, Jon Faubion, chair, shared the following iBT TOEFL Scores Recommendation with the Council:

Applicants must have a minimum TOEFL iBT of 79 to be considered for admission to a graduate program. Applicants with part scores of less than 20 on any one of the following: reading, writing, or listening sections will be required to take the English Proficiency Test (EPT) prior to enrolling the first semester. Applicants will be required to enroll in the designated course(s) based on EPT scores and the recommendation of the English Language Program.

The recommendation has been forwarded to the Committee on Planning to incorporate in the Graduate Handbook.

**6) Graduate School Committee on Planning – Mustaque Hossain, Chair**

**On behalf of the Committee on Planning, Mustaque Hossain, proposed the following changes to the Graduate Handbook: Chapter 3, The Doctoral Degree – Section K – Dissertation for a second reading. The motion passed.**

A dissertation is required of all candidates for the award of a doctoral degree. Its purpose is to demonstrate the candidate's ability to conduct significant original research of a type appropriate to the academic discipline, to analyze the information obtained from the research, and to present the results in a form acceptable to the supervisory committee. A dissertation must be written in a form appropriate to the discipline. General guidelines about the format of a dissertation appear in Appendix B.

The candidate must provide a copy of the dissertation to each member of the final examining committee (see below) at least two weeks before the final examination.

Following a successful final examination and approval of the final form of the dissertation by the examining committee, the candidate shall submit an electronic dissertation to the Dean of the Graduate School ~~at least one month~~ by the required deadlines prior to associated with the commencement at which the degree is to be conferred.

**On behalf of the Committee on Planning, Mustaque Hossain, proposed the following changes to the Graduate Handbook: Chapter 1, Admission to Graduate Study – Section B – Entrance Requirements for a first reading. The motion passed. Comments from the Council will be forwarded to the Student Affairs Committee for review prior to second reading.**

Applicants to the Graduate School at Kansas State University must have a bachelor's degree substantially the same as the ones granted by Kansas State University. That is, it must represent a broad range of courses in the basic academic disciplines. In addition, most of the courses must be graded on a multilevel scale usually A, B, C, D, F; not merely Pass/Fail.

Applicants whose degrees do not meet these standards may be denied admission to graduate degree programs at Kansas State University. Admission is denied to applicants holding bachelor's degrees with a significant amount of credit for work that was not supervised by a faculty member of an accredited college or university or evaluated in units that identify the academic content. A limited amount of credit for experience, when awarded as an acceptable part of a bachelor's degree for internships, fieldwork, or the like, is not a cause for denial but must be clearly identified as graded work.

All students admitted to the Graduate School must meet the following requirements:

*1. Graduates from colleges and universities in the United States*

1. A bachelor's degree from a college or university accredited by the cognizant regional accrediting agency,
2. Undergraduate preparation in the proposed major field equivalent to that acquired by a graduate of Kansas State University, or evidence of an appropriate background for undertaking an advanced degree program, and
3. An average of 3.0 or higher in the last 60 hours taken of undergraduate and/or graduate credit.

## *2. Graduates of foreign colleges and universities*

All international students admitted to the Graduate School must demonstrate the same level of achievement as U.S. students. That is, they must hold a degree from an established institution comparable to a college or university in the United States, have an outstanding undergraduate record, have the demonstrated ability to do graduate work, and give evidence of language proficiency sufficient for the pursuit of a graduate degree. Admission may be denied students from technical schools, which may provide excellent training in special areas but do not offer degrees equivalent to those of colleges and universities. As a rule, students from abroad are not admitted to nondegree status (that is, as special students). Questions about the qualifications of international students should be directed to the Graduate School.

International applicants whose native language is not English must demonstrate competence in the English language. All international applicants must include with their application materials an official report of their scores on the Test of English as a Foreign Language (TOEFL). The TOEFL is offered several times a year throughout the world by the Educational Testing Service, Princeton, New Jersey. International applicants are advised to take the TOEFL as early as possible to avoid delays in processing their applications for admission. Further information is available from the Graduate School. Those who have received a degree in the last two years from a United States college or university are exempt from this requirement.

~~Applicants with a minimum TOEFL iBT score of 100 (or a minimum score of 600 on the TOEFL paper-based test) may be considered for regular admission. Applicants with TOEFL iBT scores between 79 and 99 (or between 550 and 599 on the TOEFL paper based test) may be admitted provisionally and must at the time of their enrollment take the English Proficiency Test (EPT) to demonstrate proficiency in reading and writing English and in understanding spoken American English to the satisfaction of the Graduate School. (NOTE: Some programs require a TOEFL score higher than stated here.) Those who do not meet the minimum proficiency standard may be recommended for enrollment in University English courses or for part-time English courses offered by the English Language Program (ELP) on campus. Those who are determined to need substantial improvement in English will be required to participate in the ELP. Intensive English training for students who have TOEFL iBT scores below 79 (or below 550 on the TOEFL paper based test) is also available through the ELP.~~

Applicants who are submitting a TOEFL iBT score must have a minimum of 79 to be considered for admission to a graduate program. Applicants with part scores of less than 20 on any one of the following: reading, writing, or listening sections may be considered for provisional admission and required to take the English Proficiency Test (EPT) prior to enrolling the first semester. Applicants will be required to enroll in the designated course(s) based on EPT scores and the recommendation of the English Language Program.

Applicants who are submitting a TOEFL paper-based test score must have a minimum 550 on the TOEFL paper-based test to be considered for admission to a graduate program. Applicants with scores between 550 and 599 may be admitted provisionally and must take the EPT prior to enrolling their first semester. Applicants will be required to enroll in the designated course(s) based on EPT scores and the recommendation of the English Language Program.

Some programs require a TOEFL score higher than stated here. Those who do not meet the minimum proficiency standard may be recommended for enrollment in University English courses or for part-time English courses offered by the English Language Program on campus.

**7) Graduate School Committee on Assessment and Review – Bob Rowland, Chair**

Bob Rowland reported the assessment plan for the proposed Graduate Certificate Program in Transportation Engineering was approved at the January 20, 2009 Assessment and Review committee meeting.

**8) Graduate Student Council Information – Kara Dillard, President-Elect**

Kara Dillard presented the following update of the Graduate Student Council's (GSC) activities:

- K-State Research Forum: March 6, 2009
- Capitol Graduate Research Summit: March 12, 2009
- Deadline for KRF and CGRS Abstracts Submission: January 30, 2009
- Travel Grant Deadline: February 1, 2009 (March 1<sup>st</sup> – June 30<sup>th</sup> travel period)

**9) University Research and Scholarship**

- To view a list of NRC Fellowships please see the following website: <http://www.nrc.gov/about-nrc/grants.html>

- GRA Stipend Support Task Force

Provost Nellis has appointed a GRA Stipend Support Task Force to propose a policy and procedure for implementation of tuition assistance for GRAs.

**10) Other business**

- Graduate Council Election - Call for Nominations

The Call for Nominations for the Graduate Council Election will be emailed to graduate faculty on February 9, 2009.

- Feedback on Concept of Interdisciplinary Science MS or PhD Degree

Carol Shanklin asked to Council to share feedback regarding an Interdisciplinary Science MS or PhD Degree. Please send additional feedback via email to [shanklin@ksu.edu](mailto:shanklin@ksu.edu).

**11) Graduate School Calendar of Events**

- Graduation Deadlines Open Forums: February 25<sup>th</sup> and 26<sup>th</sup> - 3:00-4:00 pm – KSU Union 206

- ETDR Open Forums: February 25<sup>th</sup> and 26<sup>th</sup> - 4:00-5:00 pm – KSU Union 206

- New Graduate Faculty Orientation: April 8<sup>th</sup> – 2:00-3:30 pm – KSU Union 206

Council was adjourned at 4:40 p.m.