

**Graduate Council Minutes**  
**The University of Southern Mississippi**  
**April 17, 2017**

The Graduate Council met at 3:00 p.m. on April 17, 2017, in McCain Library, Room 203 with Dr. Leisa Flynn, Chair-Elect of the Graduate Council, presiding.

The following voting members were present: Dr. Laurel Abreu, Dr. Wendy Atkins-Sayre, Dr. Janie Butts, Dr. YanLin Guo, Dr. Grant Harley, Dr. Jennifer Lemacks, Dr. Sarah Morgan, Dr. Vanessa Murphree, Dr. Bonnie Nicholson, Dr. Ras Pandey, Dr. Kyna Shelley, Dr. Amy Slagle, Dr. Teresa Welsh and Dr. Chaoyang Zhang.

The following voting members were represented by proxies to constitute a quorum: Dr. Bonnie Nicholson for Dr. Jonathan Barron and Dr. Leisa Flynn for Dr. Bret Becton.

The following non-voting members were present: Dr. Karen Coats, Dr. Diane Fisher for Dr. Ann Blackwell, Dr. Douglas Masterson for Dr. David Hayhurst, Dr. Bill Powell, Dr. Eric Tribunella for Dr. Maureen Ryan and Dr. Kathy Yadrick for Dr. Trent Gould.

The following guests were present: Ms. Desira Bailey, Ms. Jennifer Culley, Dr. Taylor Hightower, Dr. Gary Krebs, Ms. Kathryn Lowery, Ms. Dawn Porter and Dr. Don Redalje.

1.0 Call to Order

Dr. Flynn called the meeting to order at 3:00 p.m.

2.0 Adoption of Agenda

Dr. Flynn presented the agenda for approval. Dr. Welsh moved and Dr. Atkins-Sayre seconded a motion to approve the agenda. The motion passed.

3.0 Approval of Minutes

Dr. Flynn presented the March 20, 2017 minutes for approval. Dr. Shelley moved and Dr. Abreu seconded a motion to approve the March 20, 2017 minutes for approval. The motion passed.

4.0 Course and Program Proposals

4.1 College of Arts & Letters

*Department of Political Science, International Development and International Affairs*

Dr. Flynn presented the request to modify the Master of Arts in Political Science. Dr. Morgan moved and Dr. Shelley seconded a motion to approve the modification of the Master of Arts in Political Science. The motion passed 14-0.

Dr. Flynn presented the request to inactivate the Political Science (International Development) MS emphasis area. Dr. Abreu moved and Dr. Nicholson seconded a motion to approve the modification of the Political Science (International Development) MS emphasis area. The motion passed 17-0.

*School of Music*

Dr. Flynn presented the request to add the Music (Performance: Collaborative Piano) D.M.A. plan of study. Dr. Atkins-Sayre moved and Dr. Morgan seconded a motion to approve the modification of the Music (Performance: Collaborative Piano) D.M.A. plan of study. The motion passed 17-0.

4.2 College of Education and Psychology

*Department of Curriculum, Instruction, and Special Education*

Dr. Flynn presented the request to modify CIS 570 and CIS 708. Dr. Morgan moved and Dr. Slagle seconded a motion to accept these courses as a group. The motion passed. Dr. Shelley moved and Dr. Slagle seconded a motion to approve the modifications of CIS 570 and CIS 708. The motion passed 17-0.

Dr. Flynn presented the request to modify the Master of Arts in Teaching (MAT) plan of study. Dr. Abreu moved and Dr. Shelley seconded a motion to approve the modification of the Master of Arts in Teaching (MAT) plan of study. The motion passed 17-0.

Dr. Flynn presented the request to modify the Teach Mississippi (TMI) graduate certificate. Dr. Morgan moved and Dr. Shelley seconded a motion to approve the modification of the Teach Mississippi (TMI) graduate certificate. The motion passed 17-0.

*Department of Educational Research and Administration*

Dr. Flynn presented the request to modify the Higher Education Administration Ph.D. plan of study. Dr. Slagle moved and Dr. Atkins-Sayre seconded a motion to approve the modification of the Higher Education Administration Ph.D. plan of study. The motion passed 17-0.

Dr. Flynn presented the request to modify the Higher Education Administration Ed.D. plan of study. Dr. Morgan moved and Dr. Nicholson seconded a motion to approve the modification of the Higher Education Administration Ed.D. plan of study. The motion passed 17-0.

Dr. Flynn presented the request to modify the Higher Education Administration (Student Affairs Administration) M.Ed. plan of study. Dr. Welsh moved and Dr. Hardy seconded a motion to approve the modification of the Higher Education Administration (Student Affairs Administration) M.Ed. plan of study. The motion passed 17-0.

Dr. Flynn presented the request to suspend the Adult Education graduate certificate. Dr. Morgan moved and Dr. Shelley seconded a motion to approve the suspension of the Adult Education graduate certificate. The motion passed 17-0.

*School of Library and Information Science*

Dr. Flynn presented the request to add the Accelerated Masters option for the MLIS degree. Dr. Harley moved and Dr. Nicholson seconded a motion to approve the addition of the Accelerated Masters option for the MLIS degree. The motion passed 17-0.

4.3 College of Health

*School of Kinesiology*

Dr. Flynn presented the request to modify the admissions requirements by waiving the GRE for the Kinesiology M.S. plan of study and the Sport Coaching Education M.S. plan of study. Dr. Morgan moved and Dr. Zhang seconded a motion to approve these requests as a group. The motion passed.

Dr. Slagle moved and Dr. Abreu seconded a motion to approve the request to modify the admission requirements by waiving the GRE for the Kinesiology M.S. plan of study and the Sport Coaching Education M.S. plan of study. The motion passed 17-0.

4.4 College of Science and Technology

*School of Ocean Science and Technology*

Dr. Flynn presented the request to modify the Marine Science M.S. plan of study.

Dr. Morgan moved and Dr. Lemacks seconded a motion to approve the modification of Marine Science M.S. plan of study. The motion passed 17-0.

Dr. Flynn presented the request to modify the Marine Science Ph.D. plan of study.

Dr. Morgan moved and Dr. Lemacks seconded a motion to approve the modification of Marine Science M.S. plan of study. The motion passed 17-0.

5.0 Officers Report

5.1 Chair – Dr. Janie Butts

No report.

5.2 Chair-Elect – Dr. Leisa Flynn

No report.

6.0 Standing Committee Reports

6.1 Bylaws Committee – Dr. Leisa Flynn

No report.

6.2 Credentials Committee – Dr. Teresa Welsh

Dr. Welsh submitted the Credentials report for April 2017 for approval. The report was approved. (see attached)

6.3 Election Committee – Dr. Chaoyang Zhang

The Elections report is attached.

6.4 Policies and Procedures Committee – Dr. Bonnie Nicholson

Dr. Nicholson's report is attached.

6.5 Program Review Committee – Dr. Kyna Shelley

The Program review report is attached.

- 7.0 Liaisons to University Committees
  - 7.1 Assessment Committee- Dr. Leisa Flynn  
No report.
  - 7.2 Teaching Evaluation Committee – Dr. Bonnie Nicholson  
No report.
  - 7.3 Online Learning Steering Committee – Dr. Jennifer Lemacks  
No report.
- 8.0 New Business
  - 8.1 Provost, Dr. Moser on the Plan for Academic Reorganization  
Provost Moser attended the Graduate Council meeting to address concerns about the university reorganization plan. Dr. Moser clarified that the committee had received feedback from the University community and was in the process of reviewing that feedback and making adjustments to the reorganization plan. Once the adjustments have been made, the plan will be sent to Dr. Bennett for approval.
  - 8.2 Graduate Student Senate Report  
No report
  - 8.3 Dean’s Report  
Dr. Coats presented a report to Council. (See attached)
- 9.0 Announcements
- 10.0 Adjournment  
The meeting was adjourned. The next meeting is scheduled for May 15, 2017 (if needed) at 3:00. The deadline for submitting materials to the Graduate School for the Agenda is Friday, March 5, 2017.

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Greg Pierce, Recording Secretary

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Dr. Leisa Flynn, Chair-elect

**GRADUATE MINUTES COURSE/PROGRAM/POLICY SUMMARY**  
**April 17, 2017**

**College of Arts and Letter**

*Department of Political Science, International Development and International Affairs*

- Modify: Master of Arts in Political Science degree program.  
Allow a non-thesis option. (see attached).  
Effective spring 2018.
- Inactivate: Political Science (International Development) MS emphasis area.  
(see attached). Effective summer 2017.

*School of Music*

- Add: Music (Performance: Collaborative Piano) D. M.A. emphasis area.  
Effective spring 2018. (see attached)

**College of Education and Psychology**

*Department of Curriculum, Instruction and Special Education*

- Modify: CIS 570 Curriculum in the Secondary School.  
3-6 hours.
- To: CIS 570 Curriculum in the Secondary School.  
3 hours. Effective summer 2017.
- Modify: CIS 708 High School Curriculum.
- To: CIS 708 High School Curriculum.  
Course description. Effective summer 2017.
- Modify: Master of Arts in Teaching (MAT) degree program.  
(see attached). Effective fall 2017.
- Modify: Teach Mississippi Institute certificate.  
(see attached). Effective fall 2017.

*Department of Educational Research and Administration*

- Modify: Higher Education Administration M.Ed. degree program.  
(see attached). Effective fall 2017.
- Modify: Higher Education Administration Ed.D. degree program.  
(see attached). Effective fall 2017.
- Modify: Higher Education Administration Ph.D. degree program.  
(see attached). Effective fall 2017.

Suspend: Adult Education Graduate certificate.  
(see attached). Effective spring 2017.

*School of Library and Information Science*

Add: Accelerated Masters Option for the MLIS degree. (see attached)  
Effective fall 2017.

**College of Health**

*School of Kinesiology*

Modify: Entrance requirements for the Kinesiology M.S. program  
by removing the GRE test. Effective fall 2017.

Modify: Entrance requirements for the Sport Coaching Education M.S.  
program by removing the GRE test. Effective fall 2017.

**College of Science and Technology**

*School of Ocean Science and Technology*

Modify: Marine Science M.S. degree program. (see attached).  
Effective fall 2017.

Modify: Marine Science Ph.D. degree program. (see attached).  
Effective fall 2017.

DATE: April 17, 2017		
TO: Graduate Council		
FM: Graduate Credentials Committee		
RE: Graduate Faculty Recommendations		
<b>Name</b>	<b>Department</b>	<b>Recommendation Status</b>
	<b>Associate Level 1</b>	
Herrington, Lacey	Psychology	A1
	<b>Associate Level 2</b>	
	<b>Associate Level 3</b>	
Abney, Jill	History	A3
Feldheim, Kevin A.	Biological Sciences	A3
Pechmann, Joseph H. K.	Coastal Sciences	A3
	<b>Associate Level 4</b>	
	<b>Regular Level 1</b>	
Nikolinakou, Angeliki (Angela)	Mass Communication & Journalism	R1
Turner, Courtney	Speech & Hearing Sciences	R1
	<b>Regular Level 2</b>	
	<b>Regular Level 3</b>	
Gu, Xiaodan	Polymers & High Performance Materials	R3
Credentials Committee		
Dr. Teresa Welsh , Chair		

## Current language:

### Master of Arts

Requirements for the Master of Arts degree include thirty-three (33) semester hours of coursework (21 hours of 600 level or higher), including [PS 611](#) and [PS 612](#), a thesis, comprehensive examination, and thesis defense. SOC 564 (Qualitative Methods) may be substituted for [PS 611](#) with permission of advisor. The thesis committee may, at its discretion, conduct exams concurrently with the thesis defense. A 3.0 GPA is required for graduation. Students must select a major (comprised of at least 9 hours, 3 of which must be 700 level) and two minors (comprised of at least 6 hours, 3 of which must be 700 level) from the 6 fields of political science. Students must register for 6 hours of [PS 698 - Thesis](#).

## Proposed language:

### Master of Arts

Requirements for the Master of Arts degree include thirty-three (33) semester hours of coursework (21 hours of 600 level or higher), including [PS 611](#) and [PS 612](#) and a comprehensive examination. SOC 564 (Qualitative Methods) may be substituted for [PS 611](#) with permission of advisor. Students must select a major (comprising at least 9 hours, 3 of which must be 700 level) and two minors (comprising at least 6 hours, 3 of which must be 700 level) from the 6 fields of political science. A 3.0 GPA is required for graduation

Thesis option: Students must complete a thesis and an oral defense of the thesis. Students must register for 6 hours of [PS 698 - Thesis](#). The thesis committee may, at its discretion, conduct exams concurrently with the thesis defense.

Non-thesis option: Students must also register for 3 hours of 692 as special project. They must also take 3 hours of [PS 691](#) to complete their research paper under the supervision of a professor in their major area and produce a substantial research paper equal in quality but not in scope, to a thesis.

• Plan of Study: MA in Political Science 33 Hours Minimum

Name & e-mail & telephone	Student ID	Admit Term	Required Completion Term	Admit Type	Transfer Hours - 6 hrs only	Advisor & telephone	Date Completed
Coursework: 33 Hours Minimum	Hours	Term Will Take	Grade	Substitution		Milestones (in order of completion) Check Deadlines	
Required: 12 Hours		Hours Taken				Plan of Study Form Submitted to Graduate School	
PS 611	3					Responsible Conduct of Research Training	
PS 612	3					*Transfer Transcripts Received (List as on Transcript in Graduate School at least 1 month before graduation)	
final project, PS 691 or thesis, PS 698	3					21 hrs of coursework at 600 level or higher	
special project, PS 692 or thesis, PS 698	3					No Incomplete Grades	
total req	12					3.0 GPA required for graduation	
Major: 9 Hours						Application for Degree to be Filled in Graduate School at least one semester before planned graduation	
(3 hrs @ 700 level +) Major	3					Comprehensive Exam	
Major	3					Exit Survey	
Major	3						
total major	9						
Minor: 6 Hours						(For this option)Thesis Requirements:	
(3 hrs @ 700 level) Minor	3					Thesis Committee Approval Form to Graduate School	
Minor	3					Proposal Approval Form to Graduate School	
total minor	6					Contact Graduate Reader: Submit Title Page	
						Oral Defense Results Form to Graduate School	
Second Minor: 6 Hours						Submit Draft to Graduate Reader	
(3 hrs @ 700 + level) Minor	3					University Copies Deposited in Graduate School	
Minor	3						
total	6					Committee: Signatures	
6 Political Science Fields:							
Political Theory							
American Government							
International Relations							
Comparative Politics							
Public Administration							
Public Law							
Total Hours:	33						
Signatures:							
Student*							
Advisor*							
Chair/Director*							



Comparative Politics  
Public Administration  
Public Law

**Total Hours: 33**

**Signatures:**

Student  
Advisor  
Chair/Director

Academic Program, Emphasis Area, Minor or Certificate Processing Form

Please complete this form to process teaching locations of approved programs, emphasis areas, minors or certificates. Return the form with signatures to Institutional Research, Box 5167. Academic/Graduate Council should have been notified of the changes requested below.

The designated location of an academic program or emphasis area is based on the teaching site where students can earn 50% or more of their degree. All departments must conduct assessments by site if students can earn 50% or more of their degree at a teaching site. Establishment of new teaching sites must be approved by the Provost. In addition, the Office of the Provost must be informed of any course offering at locations that are not recognized teaching sites.

Date: December 1, 2016 Department Name: Political Science, International Development and International Affairs

Contact Person: Edward Sayre Email: Edward.sayre@usm.edu

Have the changes requested below been submitted to Academic/Graduate Council? X Yes No

X Program (Emphasis) Minor Certificate

Title AND Degree: Political Science (International Development) MS CIP Code (6 digits): 45.1001

For Certificates: # Hours for Completion: Cert. Level: UGRD GRAD Post-Baccalaureate GRAD Post-Masters

Offer the Program, Emphasis Area, Minor or Certificate at the checked locations listed below (check ALL the locations where the program/emphasis/minor/certificate listed above will NOW be offered):

Hattiesburg Gulf Park 100% Gulf Park (50-99%) GCRL Stennis
Online 100% Online (51-99%) Meridian Jackson, MS Keesler

Is the program/emphasis/minor/certificate a NCATE major? Yes No

If Online 100% is checked, are all courses available online at this time? Yes No

Inactivate/Suspend the Program/ Emphasis Area/ Minor/Certificate listed above at ALL locations:

Last semester student can be admitted (e.g. Fall 2014): Fall 2016

Additional Instructions/Comments:

Signatures for Approval

Chair/Director: Edward Sayre

Date: 12.1.2016

Dean:

Date:

## Performance (Collaborative Piano) DMA Assessment Plan

### **Mission / Purpose:**

The mission and purpose of the DMA degree with Collaborative Piano emphasis is to prepare students for careers as collaborative teachers/musicians. The degree curriculum will produce teacher-scholars and/or teacher-performers enabled to pursue independent advanced-level research and/or performance from a background of highly detailed knowledge of music history, music theory, pedagogy, and their major area of study. Graduates are qualified to pursue a wide-variety of careers in various roles: public and private school music teachers, private lesson instructors, church musicians, music program consultants, freelance musicians, accompanists, arts lobbyists, musical theater directors, teachers at community college or regional liberal arts institutions, and as teachers at universities, including those with R1 status.

### **1. Student Learning Objective Title: Music History Knowledge**

*Description:* Student competency in music history will be assessed in MUS 630 through exams and projects.

### **2. Student Learning Objective Title: Music Theory Competency**

*Description:* Student competency in music history will be assessed in MUS 620 through exams and projects

### **3. Student Learning Objective Title: Applied Performance Prowess**

*Description:* Students will demonstrate refined performance ability as measured by two categories on their major instrument: technical facility and musical maturity. To be assessed in MUP 801 through end of semester jury

### **4. Student Learning Objective Title: Bibliography Knowledge**

*Description:* Students will be assessed in MUS 702 on their knowledge of and ability to notate sources for music research through projects and bibliography assignments

### **5. Student Learning Objective Title: Recital**

*Description:* Students in the DMA degree are required to display applied instrument proficiency by performing a full recital with lecture/program notes.

### **6. Student Learning Objective Title: Diction**

*Description:* Students will be assessed in MUS 539 on their knowledge of and ability to apply best practice in teaching and assessment of correct diction using the International Phonetic Alphabet (IPA) through a final examination.

### **7. Student Learning Objective Title: Vocal Literature**

*Description:* Students will be assessed on their knowledge of and ability to apply best practice in vocal literature in MUS 540 through an essay examination and a Comparative Listening

## Assignment

### 8. Student Learning Objective Title: **Chamber Music Literature**

*Description:* Students will be assessed in MUS 558 on their knowledge of and experience performing the various styles and applications of chamber music from all historical periods, including but not exclusive of ensemble literature composed for piano and other instruments through exams and projects.

### 9. Student Learning Objective Title: **Sight Reading**

*Description:* Students will be assessed in MUP 801 on their ability to sight read various styles and applications of chamber music from all historical periods through playing tests during the semester.

### 1. Program Objective Title: **Retention**

*Description:* Retention of students in this degree will be measured by degree enrollment from the previous spring to the current spring semester.

### 2. Program Objective Title: **Graduation**

*Description:* Students will graduate at a rate that is adequate of overall **retention** rates indicated in the fall semester.

## DMA in Collaborative Piano

### Candidacy Audition

All students must audition for the appropriate area faculty. This audition must be deemed Satisfactory before one can be accepted into the School of Music (i.e., before completing nine (9) hours of graduate work). Early auditions are encouraged, and a high level of performance proficiency is expected. In lieu of a candidacy audition, with the approval of the School of Music Graduate Committee, students who will complete the Master of Music degree in Performance at USM may use their graduate recital. The appropriate faculty must attend the recital, and the printed program must state the total purpose of the concert, e.g., "This recital is given in partial fulfillment of the requirements for the degree Master of Music in Performance, and it also serves as an audition for acceptance into the Doctor of Musical Arts curriculum in the School of Music." The student must begin doctoral study within one year of this audition. (**See page 3**)

### Required Courses

<b>Credit Hours</b>	<b>Course Number</b>	<b>Course Name</b>
3	MUS 500	Writing about Music
3	MUS 702	Bibliography for Music Research
2	MUS 557	Collaborative Piano Lit. I (Winds/Brass)
2	MUS 558	Collaborative Piano Lit. II (Strings)
12	MUS 898	Dissertation

The remainder of the course work will be guided by the counsel of the major professor and graduate advisory committee. Curricular choices may be determined by several factors including the student's performance on the qualifying examination and entrance audition, and the student's interests and/or professional goals. The following additional minimum distribution of graduate courses (including master's degree work) is required.

<b>Credit Hours</b>	<b>Course Number</b>	<b>Course Name</b>
30	MUP, MUS	Performance music studio study, recitals
6	MUS	Music History
6	MUS	Music Theory
6	MUS	Music Literature (MUS 531/MUS 540/1)
6	MED, MUP, MUS	Electives (eg. MUS 539 Diction, MUS 546 Instrumental Literature)

A 3.0 GPA is required for graduation. Graduate Students must receive a grade of B- or better in any class in order for it to count toward the graduation requirements.

**TOTAL: 76 credit hours**

## **Recitals**

Four Recitals will be required in addition to the candidacy audition. Three will be a combination of vocal and instrumental repertoire. The fourth will be a lecture recital accompanied by a lecture document (approx. 30 pages in length). In order to ensure a holistic approach to collaborative piano, **recital repertoire will be an equal representation of instrumental, vocal and orchestral reduction repertoire.**

As a general rule, not more than one doctoral recital may be presented by a candidate during any academic term, or more than two during any nine-month period. Rare exceptions will be permitted, but under rigidly-controlled procedures. See the Graduate Coordinator for details.

## **Language Requirement**

Satisfactory competence in English and German, French, or Italian is required for candidacy and must be approved by the Advisory Committee. Competence in a foreign language can be demonstrated by: a) having already completed two semesters (6 hours) of coursework in German, French or Italian with a grade of B- or higher at a previous institution; b) completing two semesters (6 hours) of coursework in German, French or Italian with a grade of B- or higher at the University of Southern Mississippi. c) completing the College-Level Examination Program (CLEP) test in French or German. The CLEP can be taken at many sites. Students must obtain a minimum score on the total test in one of the languages as follows: French 43; German 39. Satisfactory performance on language exams, administered by the USM Department of Foreign Languages and Literatures, also is acceptable. Others may be required by the major professor and the graduate Advisory Committee. Students may transfer these hours from an accredited institution upon admission, provided that the most advanced of the courses was taken within the last six calendar years.

### DMA Collaborative Piano Audition Requirements:

- A complete sonata from the standard duo instrumental repertoire e.g. Brahms, Beethoven, Prokofiev, Franck
- The first movement from a Mozart orchestral reduction. Choose one from the following:
  - Any standard aria from a Mozart opera (confirm selection with keyboard faculty)
  - Violin: K. 216 in G major, K. 218 in D major, or K. 219 in A major
  - Flute: K. 313/285c in G major
  - Oboe: K. 314/271k in C major
  - Clarinet: K. 622 in A major
  - Bassoon: K. 191 in Bb major
- Prepare 3 songs in each language from the following list (Total nine songs). We will select three for you to perform at your audition.

#### **German:**

J. Brahms *Meine Liebe ist grün* **or** *Wie melodien zieht es mir*

F. Schubert *Gretchen am Spinnrade* **or** *Im Frühling*

R. Schumann *Mondnacht* **or** *Widmung*

#### **French:**

H. Duparc *Extase* **or** *Chanson Triste*

C. Debussy *Il pleure dans mon coeur* **or** *C'est l'extase*

G. Fauré *Mandoline* **or** *Notre amour*

#### **English:**

S. Barber *The Desire for Hermitage* **or** *The Monk and his Cat*

A. Copland *Heart! We Will Forget Him!*

R. Vaughan Williams *The Vagabond* **or** *The Roadside Fire*

- Sight-reading with a partner

# Master of Arts in Teaching (MAT) Plan of Study – Current

Name	Email & Telephone	Student ID	Admit Term	Intended Graduation Semester	Advisor:
<p><b>Coursework: _____ Hours Minimum Required:</b></p>					
CIS 603 Classroom Management			3		<p><b>Milestones: Check Deadlines</b>                      Plan of Study Form Submitted to Graduate School                      Research &amp; Scholarly Integrity Education (RCR)                      18 hrs of Coursework at 600 Level of Higher                      No Incomplete Grades                      3.0 GPA Required for Graduation                      Application for Degree Forms filed in Graduate School                      Comprehensive Exam                      Exit Survey</p>
CIS 700 Seminar in Secondary Education			3		
REF 632 Assessing Student Outcomes			3		
CIS 694 Field Problems (Student Internship)			3		
CIS 794 Field Problems (Student Internship)			3		
IT 645 Computers in Education			3		
CIS 791 or REF 601 Research in Secondary Education			3		
CIR 754 Teaching Reading in Secondary School			3		
CIS 708 High School Curriculum			3		
SPE 500 Psychology and Education of Exceptional Children			3		
CIS 570 Curriculum in the Secondary School			3		
CIS 570 Curriculum in the Secondary School			3		
<b>Total</b>			<b>36</b>		
<b>SIGNATURES:</b>					<b>DATE</b>
Student					
Advisor					
Chair					

## Master of Arts in Teaching (MAT) Plan of Study - Proposed

Name	Email & Telephone	Student ID	Admit Term	Intended Graduation Semester	Advisor:
<b>Coursework: _____ Hours Minimum Required:</b>					
CIS 603 Classroom Management			3		<b>Milestones: Check Deadlines</b> Plan of Study Form Submitted to Graduate School Research & Scholarly Integrity Education (RCR)  18 hrs of Coursework at 600 Level of Higher No Incomplete Grades  3.0 GPA Required for Graduation Application for Degree Forms filed in Graduate School  Comprehensive Exam Exit Survey
CIS 700 Seminar in the Secondary Education			3		
CIS 570 Curriculum in the Secondary School			3		
REF 632 Assessing Student Outcomes			3		
CIS 694 Field Problems (Student Internship)			3		
CIS 794 Field Problems (Student Internship)			3		
IT 645 Computers in Education			3		
CIS 791 or REF 601 Research in Secondary Education			3		
CIR 754 Teaching Reading in Secondary School			3		
CIS 708 High School Curriculum Secondary Education Methods			3		
SPE 500 Psychology and Education of Exceptional Children			3		
<del>CIS 570 Curriculum in the Secondary School</del>			3		
CIS 700 Seminar in Secondary Education			3		
<del>CIS 570 Curriculum in the Secondary School</del>			3		
<b>Total</b>			<b>36</b>	<b>33</b>	

**SIGNATURES:**

**DATE**

Student  
Advisor  
Chair

TMI Program of Study – Current

<b>Certificate Plan of Study:</b>	<b>Certificate Name:</b> Teach Mississippi Institute	<b>Hours Required:</b>	12
<b>Student's Name:</b>		<b>Student ID:</b>	
<b>Student's Email:</b>		<b>Admit Term:</b>	
<b>Advisor's Name:</b>			
<b>Intended Completion Term:</b>			

Required Coursework:	Grade	Hours	Substitute	Milestones:
CIS 603		3		Plan of Study Submitted to Graduate School
CIS 700		3		Research & Scholarly Integrity Education Completed
REF 632		3		3.0 GPA required for completion
CIS 694/794		3		No grades below a C and/or no Incomplete grades
				Exit Survey
		12		

**Comments:**

1. A 3.0 GPA in the certificate program and no grade below a C are required for completion. Some departments require a higher GPA and restrict the number of C grades for graduation.
2. The student must complete the graduate certificate within five calendar years from the date of initial enrollment in a certificate program. Graduate credits may apply toward a Graduate Certificate only within five years of being earned. The dean of the Graduate School, under extenuating circumstances, and special petition, may approve revocation of some over-age credit hours if the original credit was earned at The University of Southern Mississippi and if the department chair approves the revocation.
3. All courses must be completed at USM. Transfer credits are not accepted in a certificate program.

## TMI Program of Study – Proposed

<b>Certificate Plan of Study:</b>	Teach Mississippi Institute	<b>Hours Required:</b>	12
<b>Student's Name:</b>		<b>Student ID:</b>	
<b>Student's Email:</b>		<b>Admit Term:</b>	
<b>Advisor's Name:</b>			
<b>Intended Completion Term:</b>			

Required Coursework:	Grade	Hours	Substitute	Milestones:
CIS 603		3		Plan of Study Submitted to Graduate School
CIS 700 CIS 570		3		Research & Scholarly Integrity Education Completed
REF 632		3		3.0 GPA required for completion
CIS 694/794		3		No grades below a C and/or no Incomplete grades
				Exit Survey
		12		

**Comments:**

1. A 3.0 GPA in the certificate program and no grade below a C are required for completion. Some departments require a higher GPA and restrict the number of C grades for graduation.
2. The student must complete the graduate certificate within five calendar years from the date of initial enrollment in a certificate program. Graduate credits may apply toward a Graduate Certificate only within five years of being earned. The dean of the Graduate School, under extenuating circumstances, and special petition, may approve revalidation of some over-age credit hours if the original credit was earned at The University of Southern Mississippi and if the department chair approves the revalidation.
3. All courses must be completed at USM. Transfer credits are not accepted in a certificate program.

Plan of Study : M.Ed in Higher Education (Student Affairs Administration)		-45 42 Hours Minimum -8/15/2014 2/22/17		
Name & e-mail & telephone	Student ID	Admit Term	Admit Type	Advisor and telephone
Coursework: 45 42 Hours Minimum	Hours	Term will Take	Required Completion Term	N/A or Date Completed
<b>Required: (27 hrs)</b>				
HE 614	Administration in Student Affairs			Plan of Study Form Submitted to Graduate School
HE 615	American College Student			Integrity Assurance Training
HE 619 or HE705	Cultural Diversity or Social Justice			Foreign Lang. If M.A. List courses & university
HE 639	Foundations of Student Affairs Admin			in Graduate School at least 1 month before graduation)
HE 740 or HE 716	Legal/Ethical Issues in SA or Legal Issues in HE			18 hrs of coursework at 600 level or higher
HE 743	Student Development Theory			3.00 grade pt. required
HE 612	Helping Skills in Student Affairs			Application for Degree Filed in Graduate School
REF 600	Foundations of Ed Studies & Res			Comprehensive Exam
REF 601	Educational Research			
REF 723 or REF 724	Assessment in Student Affairs Practice or Assessment in HE			
<b>Practicum: (42 3 hrs)</b>				
HE 654*	Supervised Practice			
HE 654* (3-2 hrs)	Supervised Practice			
HE 654* (3 hrs)	Supervised Practice			
HE 655 (3 hrs)	Capstone Seminar in Student Aff			
<i>* to be taken 3 times for a total of 9 hours *may be repeated as elective</i>				
<b>HE Electives: (6 9 hrs) from list</b>				
Choose 2 3 HE Electives from 711, 712, 713, 715, 654; approved dept 792s				
HE xxx (3hrs) Elect 1				
HE xxx (3hrs) Elect 2				
HE xxx (3 hrs) Elect 3				
<b>TOTAL:</b>	<b>45 42 hrs</b>			
<b>Signatures:</b>				
Student				Date
Advisor				Date
Director				Date
Chair				Date





Academic Program, Emphasis Area, Minor or Certificate Processing Form

Please complete this form to process teaching locations of approved programs, emphasis areas, minors or certificates. Return the form with signatures to Institutional Research, Box 5167. Academic/Graduate Council should have been notified of the changes requested below.

The designated location of an academic program or emphasis area is based on the teaching site where students can earn 50% or more of their degree. All departments must conduct assessments by site if students can earn 50% or more of their degree at a teaching site. Establishment of new teaching sites must be approved by the Provost. In addition, the Office of the Provost must be informed of any course offering at locations that are not recognized teaching sites.

Date: 3-28-17 Department Name: Educational Research and Administration

Contact Person: Lilian Hill and Thomas Lipscomb Email: Lilian.hill@usm.edu thomas.lipscomb@usm.edu

Have the changes requested below been submitted to Academic/Graduate Council? X Yes No

Program (Emphasis) Minor X Certificate

Title AND Degree: Adult Education Graduate Certificate - ADEADECP CIP Code (6 digits):

For Certificates: # Hours for Completion: 15 Cert. Level: UGRD x GRAD Post-Baccalaureate GRAD Post-Masters

Offer the Program, Emphasis Area, Minor or Certificate at the checked locations listed below (check ALL the locations where the program/emphasis/minor/certificate listed above will NOW be offered):

Hattiesburg Gulf Park 100% Gulf Park (50-99%) GCRL Stennis
Online 100% Online (51-99%) Meridian Jackson, MS Keesler

Is the program/emphasis/minor/certificate a NCATE major? Yes No

If Online 100% is checked, are all courses available online at this time? Yes No

Inactivate/Suspend the Program/ Emphasis Area/ Minor/Certificate listed above at ALL locations:

Last semester student can be admitted (e.g. Fall 2014): Spring 2017

Additional Instructions/Comments:

Signatures for Approval

Chair/Director: [Signature]

Date: 3/28/17

Dean:

Date:





Name & e-mail & telephone	Student ID	Admit Term	Required Completion Term	Admit Type	Advisor & telephone
<b>Coursework:</b>					
<b>34 Hours Minimum Required:</b>					
18 Hours					
MAR 501					
MAR 501L					
MAR 541					
MAR 541L					
MAR 561					
MAR 561L					
MAR 581					
MAR 581L					
MAR 689					
<b>total req</b>					
<b>Thesis:</b>					
6 Hours					
MAR 698					
MAR 698					
<b>thesis total</b>					
<b>Electives:</b>					
10 Hours					
(600 level or above)					
(See Advisor)					
Elective					
Elective					
Elective					
<b>total electives</b>					
<b>Total Hours:</b>					
<b>Signatures:</b>					

Transfer Hours - 6 hrs only

Milestones (in order of completion)  
 Check Deadlines  
 Plan of Study Form Submitted to Graduate School  
 Responsible Conduct of Research Training  
 \*Transfer Transcripts Received (List as on Transcript  
 in Graduate School at least 1 month before graduation)  
 18 hrs of coursework at 600 level or higher  
 No Incomplete Grades  
 3.0 GPA required for graduation  
 Application for Degree to be Filed in Graduate School  
 at least one semester before planned graduation  
 Comprehensive Exam  
 Exit Survey  
 \*Application fee paid.

Thesis Requirements:  
 Thesis Committee Approval Form to Graduate School  
 Proposal Approval Form to Graduate School  
 Contact Graduate Reader: Submit Title Page  
 Oral Defense Results Form to Graduate School  
 Submit Draft to Graduate Reader  
 University Copies Deposited in Graduate School

Thesis Committee: Signatures

insert here →

Additional 4 approved electives up to 10 hours, may include MAR 691 or MAR 697

Remove breakdown of credit hours

4  
3  
3  
total electives 10

Required Completion Term

Name & e-mail & telephone	Student ID	Admit Term	Hours	Term Will Take	Hours Taken	Grade	Substitution	Admit Type	Advisor & telephone	Milestones (in order of completion)	Date Completed
<b>Coursework:</b>											
<b>34 Hours Minimum Required:</b>			18 Hours							<b>Check Deadlines</b>	
MAR 501			3							Plan of Study Form Submitted to Graduate School	
MAR 501L			1							Responsible Conduct of Research Training	
MAR 541			3							*Transfer Transcripts Received (List as on Transcript in Graduate School at least 1 month before graduation)	
MAR 541L			1							18 hrs of coursework at 600 level or higher	
MAR 561			3							No Incomplete Grades	
MAR 561L			1							3.0 GPA required for graduation	
MAR 581			3							Application for Degree to be Filed in Graduate School at least one semester before planned graduation	
MAR 581L			1							Comprehensive Exam	
MAR 689			2							Exit Survey	
<b>total req</b>			<b>18</b>							*Application fee paid.	

*UNSUBMIT HERE*

**Thesis:** 6 Hours  
 MAR 698 3  
 MAR 698 3  
**thesis total 6**

**Thesis Requirements:**  
 Thesis Committee Approval Form to Graduate School  
 Proposal Approval Form to Graduate School  
 Contact Graduate Reader: Submit Title Page  
 Oral Defense Results Form to Graduate School  
 Submit Draft to Graduate Reader  
 University Copies Deposited in Graduate School

**Electives:** 10 Hours  
*total here 600 level or above up to 10 hours. May include MAR 691 or MAR 697*  
 Elective 4  
 Elective 3  
 Elective 3  
**total electives 10**

*REMOVE breakdown of credit hours*

**Total Hours: 34**

**Thesis Committee: Signatures**

**Signatures:**  
 Student\*  
 Advisor\*  
 Chair/Director\*

Plan of Study:

MS in Hydrographic Science

36 Hours Minimum

06/01/12

Name & e-mail & telephone

Student ID Admit Term

Admit Type

Advisor & telephone

Coursework:

36 Hours Minimum

Required:

30 Hours

HYD 600	3
HYD 601	3
HYD 602	1
HYD 604	3
HYD 605	3
HYD 608	2
HYD 609	1
HYD 611	3
HYD 612	3
HYD 620	3
MAR 561	3
MAR 668	3
<b>total req</b>	<b>30</b>

UNSETHRE

Optional Tracks:

6 Hours

Option I

HYD 603	1
HYD 606	2
HYD 610	3
<b>track i total</b>	<b>6</b>

Option II

HYD 696	3
Elective	3
<b>track ii total</b>	<b>6</b>

Total Hours: 36

Transfer Hours - 6 hrs only	Milestones (in order of completion)	Date Completed
	Check Deadlines	
	Plan of Study Form Submitted to Graduate School	
	Responsible Conduct of Research Training	
	*Transfer Transcripts Received (List as on Transcript in Graduate School at least 1 month before graduation)	
	18 hrs of coursework at 600 level or higher	
	No Incomplete Grades	
	3.0 GPA required for graduation	
	Application for Degree to be Filed in Graduate School at least one semester before planned graduation	
	Comprehensive Exam	
	Exit Survey	
	*Application fee paid.	

Signatures:

Student\*  
Advisor\*  
Chair/Director\*

Date:



Name & e-mail & telephone	Student ID	Admit Term	Research Tools	Hours	Grade	Sub	Required Completion Term	Admit Type	Advisor & telephone	Milestones (in order of completion)	Date Filed
<b>Coursework:</b>											
<b>54 x 84 Hours Minimum</b>											
<b>Required:</b>											
30 hours											
MAR 501				3							
MAR 501L				1							
MAR 541				3							
MAR 541L				1							
MAR 561				3							
MAR 561L				1							
MAR 581				3							
MAR 581L				1							
MAR 689				2							
dissertation, MAR 898				12							
<b>total req</b>				<b>30-42</b>							
<p><i>misc here</i> → <i>approved electives (600 or more 797) up to 12 hours</i> → <i>NOTE in Hours column</i></p> <p><i>Electives:</i> <i>24 Hours</i> → <i>Remove break (down of credit hours)</i></p> <p><i>Approved Electives (600 or more 797) up to 12 Hours</i> → <i>NOTE in Hours column</i></p> <p><i>may include Elective</i> → <i>Remove break (down of credit hours)</i></p> <p><i>Elective</i> 3</p> <p><i>Elective</i> 3</p> <p><i>Elective</i> 3</p> <p><i>Elective</i> 3</p> <p><i>Elective</i> 3</p> <p><i>Elective</i> 3</p> <p><i>Elective</i> 3</p> <p><i>total electives</i> <b>24-12</b></p> <p><i>12</i></p> <p><i>NOTE in Hours column</i></p> <p><i>insert here</i> → <i>NO INCOMPLETE GRADES</i></p> <p><i>3.0 GPA required for graduation</i></p> <p><i>EXPERIENCE REQUIREMENT</i></p>											

**Total Hours: 54 (54 x 84 Hours Minimum)**

**Dissertation Committee: Signatures**

Student\*

Advisor\*

Chair/Director\*

Name & e-mail & telephone	Student ID	Admit Term	Required Completion Term	Admit Type	Advisor & telephone	Date Filed
<b>Coursework:</b>						
<b>54 x 84 Hours Minimum Required:</b>						
30 hours						
MAR 501 3						
MAR 501L 1						
MAR 541 3						
MAR 541L 1						
MAR 561 3						
MAR 561L 1						
MAR 581 3						
MAR 581L 1						
MAR 689 2						
dissertation, MAR 898 12						
<b>total req 30-42</b>						
<p><i>Handwritten notes:</i> "12" circled, "Hours column", "No incomplete Grades", "3.0 GPA required for graduation", "Exit Survey", "Application for Degree", "at least one semester before planned graduation", "Enrollment Requirement: Must be enrolled the semester that your degree is to be awarded", "Application fee paid."</p>						
<p><b>Transfer Hours - 6 hrs only</b></p> <p><b>Milestones (in order of completion)</b></p> <ul style="list-style-type: none"> <li>Check Deadlines</li> <li>Qualifying Exam, if applicable</li> <li>Plan of Study form filed in Graduate Studies</li> <li>Responsible Conduct of Research Training</li> <li>*Transfer Transcripts Received (List as on Transcript in Graduate School at least 1 month before graduation)</li> <li>Residency Requirement Met - Put dates</li> </ul> <p><i>Handwritten notes:</i> "No incomplete Grades", "3.0 GPA required for graduation", "Exit Survey", "Application for Degree", "at least one semester before planned graduation", "Enrollment Requirement: Must be enrolled the semester that your degree is to be awarded", "Application fee paid."</p>						
<p><b>Dissertation:</b></p> <ul style="list-style-type: none"> <li>Committee Approval Form</li> <li>IRB/Human Subjects Committee Approval</li> <li>Animal Protection Committee Approval</li> <li>Contact Graduate Reader: Submit Title Page Proposal Approval Form</li> <li>Oral Defense of Dissertation</li> <li>Submit Draft to Graduate Reader</li> <li>Copies Deposited in Grad School</li> <li>UMI Forms to Grad School with copies</li> <li>Survey of Earned Doctorates Form</li> </ul> <p><b>Dissertation Committee: Signatures</b></p>						

**Total Hours: 54 (54 x 84 Hours Minimum)**

**Signatures:**

Student\*  
 Advisor\*  
 Chair/Director\*

Name & e-mail & telephone Student ID Admit Term Admit Type Advisor & telephone

**Coursework:** **54 x 84 Hours Minimum** **Transfer Hours - 6**  
 Required: **30 hours** **hrs only**

Required Completion Term	Hours	Term Will Take	Hours Taken	Grade	Research Tools	Hours	Grade	Sub	Milestones (in order of completion)	Date Filed
MAR 501	3								Check Deadlines	
MAR 501L	1								Qualifying Exam, if applicable	
MAR 541	3								Plan of Study form filed in Graduate Studies	
MAR 541L	1								Responsible Conduct of Research Training	
MAR 561	3								*Transfer Transcripts Received (List as on Transcript in Graduate School at least 1 month before graduation)	
MAR 561L	1								Residency Requirement Met - Put dates	
MAR 581	3								No incomplete Grades	
MAR 581L	1								3.0 GPA required for graduation	
MAR 689	2								Comprehensive Exam	
dissertation, MAR 898	12								Application for Degree filed in Graduate School	
<b>total req</b>	<b>30</b>								at least one semester before planned graduation	
									Enrollment Requirement: Must be enrolled the the semester that your degree is to be awarded	
									Exit Survey	
									*Application fee paid.	
									<b>Dissertation:</b>	
									Committee Approval Form	
									IRB/Human Subjects Committee Approval	
									Animal Protection Committee Approval	
									Contact Graduate Reader: Submit Title Page Proposal Approval Form	
									Oral Defense of Dissertation	
									Submit Draft to Graduate Reader	
									Copies Deposited in Grad School	
									UMI Forms to Grad School with copies	
									Survey of Earned Doctorates Form	
									<b>total electives</b>	
									<b>24 12</b>	

*Insert here* → *insert here* → *Note the hours column*

*12*

*24 Hours*  
*Electives*  
*Elective*  
*Elective*  
*Elective*  
*Elective*  
*Elective*  
*Elective*  
*Elective*  
*Elective*  
*Elective*  
*total electives*

**Total Hours: 54 (54 x 84 Hours Minimum)**

**Dissertation Committee: Signatures**

Signatures:  
 Student\*  
 Advisor\*  
 Chair/Director\*

Name & e-mail & telephone	Student ID	Admit Term	Required Completion Term	Admit Type	Advisor & telephone	Date Filed
<b>Coursework:</b>						
<b>54-84 Hours Minimum</b>						
Required: <b>39-30 hours</b>						
MAR 501 3						
MAR 541 3						
MAR 561 3						
<del>HYD 602-01</del> MAR 581 3						
MAR <del>600</del> 3						
HYD 600 <del>4</del> 3						
HYD 604 3						
HYD 605 3						
HYD 612 <del>2</del> 3						
dissertation, MAR 898 12						
<b>total req 39</b>						

**Transfer Hours - 6 hrs only**

**Milestones (in order of completion)**

**Check Deadlines**

Qualifying Exam, if applicable

Plan of Study form filed in Graduate Studies

Responsible Conduct of Research Training

\*Transfer Transcripts Received (List as on Transcript in Graduate School at least 1 month before graduation)

Residency Requirement Met - Put dates

No incomplete Grades

3.0 GPA required for graduation

Comprehensive Exam

Application for Degree filed in Graduate School

at least one semester before planned graduation

Enrollment Requirement: Must be enrolled the semester that your degree is to be awarded

Exit Survey

\*Application fee paid.

**CAT A Certification**

**Courses: 24 Hours**

(not required for qualifying exams)

HYD 601 3

HYD 603 1

HYD 606 ~~3~~ 2

HYD 609 1

HYD 610 3

HYD 611 3

HYD 620 4

**total electives 15**

**16**

**Dissertation:**

Committee Approval Form

IRB/Human Subjects Committee Approval

Animal Protection Committee Approval

Contact Graduate Reader: Submit Title Page Proposal Approval Form

Oral Defense of Dissertation

Submit Draft to Graduate Reader

Copies Deposited in Grad School

UMI Forms to Grad School with copies

Survey of Eamed Doctorates Form

**Total Hours: 54** **55** **55** **(54-84 Hours Minimum)**

**Dissertation Committee: Signatures**

**Signatures:**

Student\*

Advisor\*

Chair/Director\*

Proposed Grading System for Graduate Coursework – Revised 4/12/17 for Graduate Council consideration. NO VOTE TAKEN. MORE DISCUSSION NEEDED.

The proposed changes seek to accomplish two goals – (1) Ensuring consistent use of these courses across the graduate curriculum by defining the nature of each type of course and providing guidance about when to utilize these courses, and (2) in an effort to curb the practice of enrolling in courses simply to “fill” the schedule, an A-F grading scheme will be required of all courses listed below.

- A. Research Courses (often numbered 691, 791, with course component as "Research") are to be taken when students conduct research under the direction of a faculty member. These cannot be used to simply "fill" the student's schedule and should reflect actual work being completed by the student. A syllabus is required which defines the grading scale. Acceptable grades: A, B, C, D, or F only
  - a. Note: DNP students will continue to enroll in the nursing capstone course.
- B. Special **Problems** (previously referred to as Independent Study and **numbered generally as 697/797**, with course component as "Individual Directed Studies") is used to reflect research or other topic-specific learning being completed under the direction of a faculty member outside of the typical classroom structure and typically used only for individualized or very small group interactions. These courses do count toward the degree and a title must be required in SOAR. A syllabus is required which defines the grading scale. Acceptable grades: A, B, C, D, or F only
  - a. For non-thesis programs, special problems may be used to mark the submission of a portfolio or other capstone/ comprehensive project.
- C. Special **Topics** (may be numbered 692/ 792 or other number scheme as determined by the department) is used to reflect an *actual class* to include a day/time/classroom/online course designation. Special Topics are often used for classes which will not be offered consistently and/or haven't received a permanent course number. A title must be required in SOAR. Departments may need to designate or create such a variable-topic course if it does not already exist. A syllabus is required. Acceptable grades: A, B, C, D, or F only

Note: Any course taught regularly should be submitted for approval through the Graduate Council. College curriculum committees should discuss additional measures to ensure that courses using the special topics designation are being regularly reviewed.

- D. ~~Independent Study (often numbered 697; 797, with course component as "Independent Study) is used for graduate students who are not in residence but who are actively working on a thesis, project, or dissertation, must enroll for at least one hour each semester (from Graduate Bulletin). These courses should not be used by graduate~~

**Commented [BN1]:** Consider adding S/ U grading

Consider whether offering an S/U would allow sufficient flexibility.

Questions about whether this will create confusion w/ undergraduate curriculum.

students. Thesis/dissertation (698/898) or Research courses (691/791) should be used as appropriate. Independent study, as previously conceptualized, will no longer exist. The numbering will be re-applied to Special Problems courses. See B above.

Questions remaining:

- Are there unintended consequences with moving from P/F to A-F? Does this inflate the GPA?

---

For your information:

Approved during the 15-16 Academic Year

*Already being implemented*

Thesis and Dissertation credits (often numbered 698 and 898 with course component as "Thesis" or "Dissertation") should be taken throughout the thesis or dissertation research process.

Acceptable grades: S (satisfactory) or U (Unsatisfactory) only. "E" grades for ongoing work followed by P or F should be discontinued.

- An "S" grade should be awarded when a student makes satisfactory progress on thesis or dissertation research as evaluated by the committee chair/major professor or advisor, based on expectations communicated at the start of the semester.
  - The "U" grade should be awarded when a student fails to make satisfactory progress on thesis or dissertation research as evaluated by the committee chair/major professor or advisor, based on expectations communicated at the start of the semester.
    - A single "U" grade will result in a student being placed on probation the following semester of enrollment; a student cannot take comprehensive exams or defend a thesis/dissertation while on probation.
    - The student can return to good academic standing following the next semester an S grade is earned in thesis/dissertation research.
    - One "U" grade can be changed to an "S" if the student receives "S" grades for two consecutive semesters of thesis/dissertation research.
    - Two U grades earned at any point (not necessarily consecutively) during the course of study will result in dismissal from the program.
  - A grade of P is assigned once the student has completed all degree requirements, successfully defended the thesis/ dissertation, submitted the finalized document and it is approved by the graduate reader.
  - Neither the S nor the U grade will carry quality points; but both will carry credit.
-

# Soaring to New Heights: Graduate Education at Southern Miss

## Graduate Dean's Report (April 2017)

### Student Spotlight

#### Biological Sciences Graduate Student is Graduate Assistant of the Year

Dhiraj Acharya, a doctoral student in the Department of Biological Sciences, was selected as the 2017 Graduate Assistant of the Year. Working with his major professor, Dr. Fengwei Bai, Dhiraj studies the immunopathogenesis of mosquito-borne viruses that cause debilitating and often life-threatening infections of humans, including West Nile, Zika, and Chikungunya viruses. Dhiraj began his graduate degree program at Southern Miss in 2012. Since then he published three peer-reviewed, first-author articles and is co-author of eight additional articles which appeared in top journals in his discipline. He is co-author of a book chapter, author of a chapter in a general microbiology laboratory manual, and holds a patent with Dr. Bai for discovery of a novel immunological function that promotes West Nile viral clearance in the host. Serving as a teaching assistant for three years, Dhiraj has taught microbiology lab to numerous undergraduate students, and he trained many students performing undergraduate research in Dr. Bai's lab. Dhiraj earned a master of science in microbiology in his home country of Nepal in 2008, where he was awarded a "Gold Medal" by the president of Nepal. As the 2017 GA of the Year, Dhiraj was presented with a plaque and a \$500 cash award. His portrait will be added to the 2017 Graduate Student Hall of Fame in McCain Library. After graduating this May, Dhiraj will immediately begin a postdoctoral position at the University of Chicago.



Dhiraj Acharya (right), with major professor Dr. Fengwei Bai, is the 2017 GA of the Year

#### Graduate Student Hall of Fame Portrait Unveiling Kicks Off Graduate Student Appreciation Week

On Monday, April 3, portraits of top graduate students were unveiled at the 3<sup>rd</sup> annual Graduate Student Hall of Fame Portrait Unveiling held on the second floor of McCain Library at the office of the Graduate School. President Rodney Bennett assisted Dean Coats in honoring 13 students selected by their academic deans or the Graduate School for their outstanding academic and scholarly

accomplishments. President Bennett removed drapes from canvas, poster-sized portraits of each student taken in their research setting as Dean Coats introduced each student and read a description of their research or academic project. During his remarks to a packed house filled with the honorees, their major professors and department chairs, friends, and family, Dr. Bennett noted that each student who was recognized reached their level of success due, in part, to the excellent mentorship provided by major professors. He acknowledged that the honor belongs to mentors as well as students. The portraits will hang for one year in McCain Library until they are succeeded by the 2018 Hall of Fame inductees. The 2017 Graduate Student Hall of Fame includes:

- Carley Reynolds Young, Ph.D. student, Communication Studies, College of Arts & Letters
- Willie Tubbs, Ph.D. student, Mass Communication, College of Arts & Letters
- Ecaterina (Kate) Stepaniuc, Ph.D. student, Mass Communication, College of Arts & Letters, 2016 Three Minute Thesis Grand Champion (nominated by Graduate School)
- Jeffrey R. George, Master's student, Economic Development, College of Business
- Andrew Dodgson, Master's student, Sport Management, College of Business
- Dane Conrad, Ph.D. student, Instructional Technology and Design, College of Education & Psychology
- Claire Houtsma, Ph.D. student, Clinical Psychology, College of Education & Psychology
- Ashley Lauren Parker, MPH, Epidemiology and Biostatistics, College of Health (degree awarded)
- Olivia Hogan Ismail, Master's student, Social Work, College of Health
- Ruoyu (Mason) Zhao, DNP, Nurse Anesthesia, College of Nursing (degree awarded)
- Tiffany Leanne Zyniewicz, Ph.D. student, Nursing Leadership, College of Nursing
- Frederick M. McFarland, Ph.D. student, Physical Chemistry, College of Science & Technology
- Dahlia Amato, Ph.D. student, Polymer Science and Engineering, College of Science & Technology



Hall of Fame inductee Carley Reynolds Young poses before her portrait with her major professor, Dr. John Meyer

### **Graduate Students Win Awards for Research Presentations**

The Susan A. Siltanen Graduate Research Symposium, held Tuesday, April 4, was a success with nearly 120 students presenting their research in oral or poster format. The top presentations received cash awards, supported by the office of the Vice President for Research. The Graduate School and the Graduate Student Senate coordinated the annual event and appreciate the willingness of faculty and staff to judge the competition. Many of the presentations were outstanding and showcased the exceptional, diverse research being conducted by graduate student researchers and their mentors. The winners of the oral and poster presentations in four categories were as follows:

### Category

Arts & Humanities

Life, Health, & Environmental Sciences

Physical Sciences & Math

Social & Educational Sciences and Business

### Oral Winners

1<sup>st</sup> Elizabeth Radley  
2<sup>nd</sup> Torie Fowler and  
Christina Heras-Ramirez (tie)  
1<sup>st</sup> Grover Brown  
2<sup>nd</sup> Erin Frick  
3<sup>rd</sup> Katrina Aleska  
1<sup>st</sup> Phillip Pickett  
2<sup>nd</sup> Matthew Patterson  
3<sup>rd</sup> Andrew Janisse  
1<sup>st</sup> Brian Bauer  
2<sup>nd</sup> Mohamed Ismail and  
Amber de Vere (tie)

### Poster Winners

1<sup>st</sup> Sarah Wright  
2<sup>nd</sup> Tracy Barnett  
3<sup>rd</sup> Mary Wolverton  
1<sup>st</sup> Edward Kelley  
2<sup>nd</sup> Samuel Hendry  
3<sup>rd</sup> Matthew Ladato  
1<sup>st</sup> Austin Maples  
2<sup>nd</sup> Brad Davis  
3<sup>rd</sup> Vivek Vasagar  
1<sup>st</sup> Sarah Butterworth  
2<sup>nd</sup> Mallorie Carroll  
3<sup>rd</sup> Elizabeth Schlosser

## Faculty Kudos

### 2017 Graduate Mentor of the Year is Psychology Professor

Dr. Brad Dufrene, professor and director of the School Psychology Service Center in the Department of Psychology, was named 2017 Graduate Mentor of the Year at the Susan A. Siltanen Graduate Research Symposium awards luncheon on April 4. Selected from an exceptional group of faculty who were nominated by their graduate students, Dr. Dufrene was recognized for fostering the intellectual, scholarly, personal, and professional development of his students and for holding them to high standards of excellence. Among the documents the review committee used to evaluate the nominees' credentials were letters from current and former students. Dr. Dufrene's students clearly recognized the quality mentorship and concern that Dr. Dufrene provides his students. A current student commented that he demonstrates

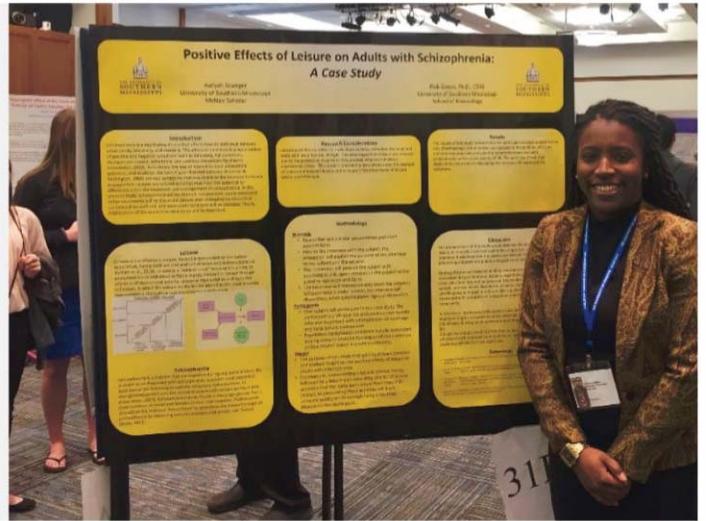
"multicultural competence" which helped her appreciate her value as a bilingual school psychologist. Another noted Dr. Dufrene's abundant fairness in crediting students for their research contributions. A former student stated that on a daily basis he uses what he learned from Dr. Dufrene in the practice he established following completion of his degree. Dr. Dufrene has mentored more than twenty-five graduate students since beginning his career at USM twelve years ago. He joined the USM faculty after receiving a Ph.D. in educational psychology with an emphasis in school psychology from Mississippi State University in 2005. An active researcher with more than forty peer-reviewed articles and three book chapters published, Dr. Dufrene's research focuses on prevention of emotional and/or behavioral disturbance in young children experiencing health disparities; treatment integrity in applied settings; and functional behavior assessment.



Dean Karen Coats presents 2017 Graduate Mentor of the Year Award to Dr. Brad Dufrene

## McNair Scholars Program News

### McNair Scholars Present Research at National Research Conference



McNair Scholars Mary Travis (left) and Aaliyah Cole (right) presented results of mentored research at NCUR

Immersing students in undergraduate research and preparing them to communicate their findings are important goals of USM's McNair Scholars program, and the Scholars are taking advantage of opportunities to do both. Last week (April 6 – 8) Mary Travis and Aaliyah Granger shared their research with a broad audience at the National Conference on Undergraduate Research (NCUR) at the University of Memphis. Mary, a senior geography major from Hattiesburg, gave a talk entitled "Delta Hands for Hope: a Force for Reconciliation and Sustainable Development in the Delta?" Her research mentor is Dr. Mark Miller. Aaliyah presented a poster, "Positive Effects of Leisure on Adults with Schizophrenia: A Case Study." Aaliyah, a senior from Meridian, is majoring in therapeutic recreation. Her research mentor is Dr. Rick Green. Aaliyah and Mary were accompanied to NCUR by Carolyn Cawthon and Kim Brown, Director and Assistant Director of the McNair Program, respectively.

### McNair Scholars Receive University Recognition

McNair Scholars were recognized at the USM Student Awards Ceremony on April 11. Aliscia Burkett, Political Science; Arcia Caston, Kinesiology; Kelsey Hubbard, Kinesiology, Aaliyah Cole, Biological Sciences, and Jeremy Moore, Music Education, were recognized by Who's Who. Aaliyah Cole was included in the undergraduate Hall of Fame, and Jeremy Moore was named Best Citizen.

### McNair Program Renewal Application Submitted

Carolyn Cawthon is principal investigator on an application submitted to the U.S. Department of Education seeking renewal of USM's Ronald McNair Scholars Program. Submitted in early April, the grant application requests \$1.13 million to support a five-year project of mentored research, professional development, STEM experiences, travel to professional conferences, and long-term outcome assessment for up to twenty-five McNair Scholars per year. Funding for successful applications will be announced in the fall.

## Graduate Student Recruiting

Carolyn Cawthon, Director of Operations and Recruitment and Director of the McNair Scholars Program, and Kim Brown, Assistant Director of the McNair Scholars Program, attended the graduate recruitment fair at the National Conference on Undergraduate Research (NCUR) at the University of Memphis April 6 – 8. They collected contact cards and discussed USM's graduate programs with dozens of prospective graduate applicants who were attending NCUR to present results of undergraduate research projects. Contact information on prospects is being loaded into Radius for departmental review.

## Professional Development Opportunities for Graduate Students



The Graduate School is accepting applications for the 2017-2018 Professionals in Preparation program. Professionals in Preparation is a Graduate School-sponsored professional development program designed to help graduate students develop “transferable skills” that will set them apart in a

competitive job market. The program focuses on communication, leadership, mentorship, ethics, and other important skills that cross disciplinary boundaries. In addition, participants may compete for travel awards to assist them in traveling to professional conferences. Seminars and workshops will be held twice monthly during the fall and spring semesters (usually from noon to 1:00 p.m. on Fridays), and students will compete in the annual Three Minute Thesis competition and present their research at the Susan A. Siltanen Graduate Research Symposium. The program description may be viewed on the Graduate School website. A complete application will include a form (see link below), a current CV (limit 3 pages), and a letter of support from the student's committee chair. Feedback from previous participants has been universally positive with students noting the value of the training they receive in the program. Applications must be submitted by noon, Friday, May 5. Please encourage students to apply. <https://forms.usm.edu/graduate-school/view.php?id=36300>

## News from the Graduate School

### Julie Beckham Joins the Graduate School Staff

Graduate Admissions has a full roster with the addition of Julie M. Beckham to the staff. Julie joined the Graduate School on April 10 after a one and a half year role as an application specialist in Undergraduate Admissions. Julie's experience with Radius and PeopleSoft will allow her to make rapid progress as she learns graduate admissions processes and provides customer service to prospects, applicants, and faculty. Julie earned a B.S. in Liberal Arts at USM in 1992 majoring in advertising with a marketing minor. Outside of USM, Julie owns her own business, “Creative Embroidery & Design.” She is an active volunteer, fundraiser, and donation acknowledgement coordinator for Hub City Humane Society.

Julie Beckham



## Application Deadlines

Tracy Barnhill, Manager of Graduate Admissions, notified departments of the need for each department to set appropriate deadlines for prospective students to submit applications to their programs and pay the application fee. Required application documents may still be received after the application is submitted (transcripts, letters of reference, etc.), so deadlines should be early enough for those additional documents to be received and applications to be completed before departmental review. Departments who have not yet provided those deadlines should submit them right to Tracy immediately. Graduate Admissions will not re-open application portals after published deadlines have passed. Re-opening and closing portals is a manual process that is very time consuming. Any applicant who applies after the deadline must apply as a non-degree seeking student.

## Commencement Information

### Hattiesburg

Hooding Practice: Thursday, May 11, 10:00 a.m., Reed Green Coliseum

- Hooding faculty and their doctoral student are encouraged to attend
- The hooding platform (box) will be used at all ceremonies

Commencement: Friday, May 12, Reed Green Coliseum, 2 ceremonies

- 9:00 a.m.: Colleges of Arts & Letters, Education & Psychology, Nursing
  - Candidates and professors should arrive at Payne Center by 7:45 a.m.
- 3:00 p.m.: Colleges of Business, Health, Science & Technology
  - Candidates A-M and professors should arrive at Payne Center by 1:30 p.m.
  - Candidates N-Z and professors should arrive at Payne Center by 1:40 p.m.

### Gulf Coast (Gulf Park, GCRL)

Hooding Practice: There is no separate hooding practice for the Gulf Coast campuses.

- Faculty and students are welcome to attend practice in Hattiesburg on Thursday, May 11.

Commencement: Saturday, May 13, 10:00 a.m., Mississippi Gulf Coast Coliseum, Biloxi

- All doctoral candidates and hooding professors should arrive no later than 8:45 a.m.

## Operations Updates

### Summer Enrollment for Students Holding Summer Graduate Assistantships

After consultation with appropriate administrative offices and the academic deans, the following modification to required summer enrollment for students holding summer GA's will be in effect this summer. Eligible summer GA's may hold the assistantship while enrolling in a minimum of 1 credit hour during summer 2017, rather than the 3 hours normally required for full-time summer enrollment. This change does not limit GA's to 1 hour; up to 3 hours will be awarded if needed. The change will allow us to utilize tuition waivers more effectively. To be eligible for the 1 hour minimum summer enrollment the following conditions must be met (in consultation with HR):

1. If a continuing student, the student must have been enrolled full time and held an assistantship during spring 2017 and must be already enrolled full time for fall 2017.
2. If graduating during summer 2017, the student must have been enrolled full time and held an assistantship during spring 2017 and has applied for graduation for summer 2017

For those offices that have already submitted tuition waiver requests for students meeting the requirements for the 1 hour option, please submit an amended request to Shelby Flores only for those students who are affected.

**Note: The 1 hour enrollment option does not apply to federal work study assistantships. Work study GA's must register for a minimum of 3 hours during the summer.**

### **Graduation Deferment Form Update**

Graduate degree auditors discovered that departments often are not aware that their students defer graduation because the deferment form required only the student's signature. To remedy this situation, the deferment form was modified to include a signature line for the student's committee chair or department chair. This change will also provide an opportunity for the student to be advised about their degree progress and plans for completion of the program. The new form is available on the Graduate School website.

### **A Note of Appreciation**

Dean Coats would like to recognize and thank the many individuals who helped make Graduate Student Appreciation Week 2017 a big success. Of particular note were the contributions of Vanessa Molden, Coordinator of Special Projects in the Graduate School, who coordinated all events. Robyn Curtis, Director, Nationally Competitive Awards; Elena Azadbakht, Assistant Professor, Health and Nursing Librarian; Adrienne McPhaul, Assistant Professor, Science, Health, and Nursing Librarian, Gulf Park; Michele Frasier-Robinson, Assistant Professor, Education and Psychology Librarian; Nadine Phillips, Instructor, Interlibrary Loan Librarian; Josh Cromwell, Institutional Repository Coordinator; and Jeanne Stewart, Reviewer of Theses, Dissertations, and Capstone Projects, Graduate School, all provided professional development workshops for graduate students. Many USM faculty and staff served as judges for the Susan A. Siltanen Graduate Research Symposium. Their time was much appreciated. The Department of Chemistry and Biochemistry and the Department of Biological Sciences co-sponsored guest speaker Dr. Justin Brown, who spent the day with graduate students to inform them about expectations and job opportunities for Ph.D.'s in industry. A special thanks is extended to President Rodney Bennett for his participation in the Graduate Student Hall of Fame Portrait Unveiling Ceremony. Honorees and their faculty mentors, friends, and family were inspired by his words and honored that he made the time to be a part of this event.

**Taking You TO THE TOP!**

*Elevating you to a higher level of academic and professional achievement*

**Graduate Council Minutes**  
**The University of Southern Mississippi**  
**April 16, 2018**

The Graduate Council met at 3:00 p.m. on April 16, 2018, in McCain Library, Room 203 with Dr. Heather Stur, Chair of the Graduate Council, presiding.

The following voting members were present: Dr. Nell Adkins, Dr. Jeremy Deans, Dr. Brad Dufrene, Dr. Dana Fennell, Dr. Hollie Filce, Dr. Leisa Flynn, Dr. Stacey Hall, Dr. Jennifer Lemacks, Dr. Sarah Morgan, Dr. Vanessa Murphree, Dr. Rebecca Newton, Dr. Edward Sayre, Dr. Kyna Shelley, and Dr. Kimberly Ward.

The following voting members were represented by proxies to constitute a quorum: Dr. Leisa Flynn for Dr. Laurel Abreu and Dr. Edward Sayre for Dr. Alan Thompson.

The following non-voting members were present: Dr. Karen Coats, Dr. Doug Masterson, Dr. Eric Tribunella for Dr. Maureen Ryan, Mr. Greg Pierce and Dr. Kathy Yadrick for Dr. Trent Gould.

The following guests were present: Ms. Desira Bailey, Ms. Linda Bass, Ms. Jennifer Culley, Dr. Lilian Hill, Ms. Kathryn Lowery, Ms. Dawn Porter and Ms. Elizabeth Shoemake.

1.0 Call to Order

Dr. Stur called the meeting to order at 3:00 p.m.

2.0 Approval of Minutes

Dr. Stur presented the March 19, 2018 minutes for approval. Dr. Murphree moved and Dr. Dufrene seconded a motion to approve the March 19, 2018 minutes for approval. The motion passed 18-0.

3.0 Adoption of the Consent Agenda

Dr. Stur presented the consent agenda for approval. Dr. Morgan moved and Dr. Shelley seconded a motion to approve the consent agenda. The motion passed 18-0.

3.1 College of Health

*Department of Nutrition and Food Systems*

Council approved the modification of NFS 662.

*Department of Speech and Hearing Sciences*

Council approved the modification of SHS 519.

#### 4.0 Adoption of April 2018 Agenda

Dr. Stur presented the agenda for approval. Dr. Sayre moved and Dr. Deans seconded a motion to approve the agenda. The motion passed.

#### 4.1 College of Education and Psychology

##### *Department of Educational Research and Administration*

Dr. Stur presented the request to modify the Educational Administration and Supervision P-12 Ed.D program. Dr. Flynn moved and Dr. Deans seconded a motion to approve the modification of the Educational Administration and Supervision P-12 Ed.D program. The motion passed 18-0.

##### *Department of Psychology*

Dr. Stur presented the request to modify the Psychology (Clinical) Ph.D. program. Dr. Sayre moved and Dr. Ward seconded a motion to approve the modification of the Psychology (Clinical) Ph.D. program. The motion passed 18-0.

Dr. Stur presented the request to suspend admission of the Psychology (Applied Behavior Analysis) M.S. program. Dr. Sayre moved and Dr. Ward seconded a motion to approve the modification of the Psychology (Applied Behavior Analysis) M.S. program. The motion passed 18-0.

#### 4.2 College of Health

##### *School of Social Work*

Dr. Stur presented the request to delete the Social Work (Administration and Empowerment) M.S.W. program. Dr. Morgan moved and Dr. Sayre seconded a motion to approve the deletion of the Social Work (Administration and Empowerment) M.S.W. program. The motion passed 18-0.

Dr. Stur presented the request to delete the Social Work (Interpersonal Practice) M.S.W. program. Dr. Shelley moved and Dr. Ward seconded a motion to approve the deletion of the Social Work (Interpersonal Practice) M.S.W. program. The motion passed 18-0.

#### 4.3 College of Business

##### *Department of Marketing and Merchandising*

Dr. Stur presented the request to add MER 692. Dr. Flynn moved and Dr. Sayre seconded a motion to approve the addition of MER 692. The motion passed 18-0.

#### 5.0 Officers Report

##### 5.1 Chair – Dr. Heather Stur

No report.

##### 5.2 Chair-Elect – Dr. Heather Stur

No report.

## 6.0 Standing Committee Reports

6.1 Bylaws Committee – Dr. Heather Stur  
No report.

6.2 Credentials Committee – Dr. Ward Sayre  
Dr. Sayre submitted the Credentials report for April 2018 for approval. The report was approved. (see attached)

6.3 Election Committee – Dr. Zhaoxian Zhou  
No report.

6.4 Policies and Procedures Committee – Dr. Sarah Morgan  
No report.

6.5 Program Review Committee – Dr. Kyna Shelley  
No report.

## 7.0 Liaisons to University Committees

7.1 Assessment Committee- Dr. Heather Stur  
No report.

7.2 Online Learning Steering Committee – Dr. Jennifer Lemacks  
No report.

## 8.0 New Business

8.1 Disclosures relating to licensure programs – Dr. Doug Masterson  
The Graduate Council supported an official disclosure to be added to the bulletin that informs online students that USM coursework is designed around MS licensure standards and it might not be adequate to meet the standards in other states. (See attached)

8.2 New Election Model for Reorganization  
The Graduate Council agreed on a membership model for the upcoming interim reorganization year. The Council also agreed with the new model proposed by the reorganization committee on governance. The Council will hold elections next spring (2019) in order to comply with the new format for the 2019-2020 academic year. (See attached)

8.3 Election of Chair Elect  
Dr. Leisa Flynn nominated Dr. Ward Sayre to be the 2018-19 chair-elect. Dr. Flynn moved and Dr. Ward seconded a motion to approve the nomination. The motion passed.

8.4 Dean's Report  
Dr. Coats presented a report to Council. (See attached)

9.0 Announcements

9.1 Presentation of Service Award

Dr. Coats present Dr. Leisa Flynn with a plaque commemorating her service to Graduate Council this past year.

10.0 Adjournment

The meeting was adjourned. The next meeting is scheduled for May 21, 2018 at 3:00, if needed. The deadline for submitting materials to the Graduate School for the Agenda is Friday, May 11, 2018.

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Greg Pierce, Recording Secretary

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Dr. Heather Stur, Chair



*Department of Speech and Hearing Sciences*

Modify:               SHS 519     Organics Speech Disorders.  
Face to face format.

To:                     SHS 519     Organics and Voice and Resonance Disorders.  
Face to face and online correspondence format.  
Effective spring 2019.

DATE: April 16, 2018		
TO: Graduate Council		
FM: Graduate Credentials Committee		
RE: Graduate Faculty Recommendations		
<b>Name</b>	<b>Department</b>	<b>Recommendation Status</b>
	<b>Associate Level 1</b>	
Stinson, Wendy B.	Nutrition & Food Systems	A1
	<b>Associate Level 2</b>	
	<b>Associate Level 3</b>	
Drymon, J. Marcus	Coastal Sciences	A3
	<b>Regular Level 1</b>	
	<b>Regular Level 2</b>	
	<b>Regular Level 3</b>	
Credentials Committee		
Dr. Edward Sayre, Chair		

# University of Southern Mississippi

# 2017-2018 Graduate Bulletin

## Psychology (Clinical), Ph.D.

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### Doctoral Degree Programs

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#### Doctor of Philosophy in Psychology

The department offers the Doctor of Philosophy in psychology in four emphasis areas: clinical, counseling, brain and behavior, and school psychology. These doctoral emphasis areas are designed to ensure that students receive strong preparation in the research and theoretical literature of psychology as an experimental behavioral science.

Students are admitted to one of these doctoral programs and earn a master's degree (M.A.) in psychology en route to the doctorate. Applicants are judged on the basis of prior academic record, GRE scores, three letters of recommendation from persons qualified to assess the applicant's readiness for graduate study, and personal statement. Applicants are expected to have completed appropriate undergraduate foundation courses in psychology (e.g., statistics, experimental, and history and systems). A student may be invited to come to campus for a personal interview as part of the application process. The department typically receives applications from a larger number of qualified applicants than it can enroll. Prospective students should specify their intended emphasis area at time of application. Descriptions of each of these areas are available online at [www.usm.edu/psychology](http://www.usm.edu/psychology). New students are admitted only for fall semester. Applications received by December 1 (clinical, counseling, school) or January 3 (Brain and Behavior) will receive a full review.

The Department of Psychology values diversity, and members of underrepresented groups are strongly encouraged to apply. Additionally, whereas participation in on-campus admissions seminars and interviews is highly recommended for applicants who enter the final selection pool, alternative arrangements may be requested through the director of training for those individuals who are unable to travel to Hattiesburg.

#### Residency

Students must meet the residency requirements specified in this Bulletin.

## **Research and Scholarly Integrity Education**

All faculty holding Regular or Associate graduate faculty status, must complete CITI training modules required by the Graduate School and their departments. All graduate students must complete the CITI training modules required by the Graduate School and their departments the first semester they are enrolled in graduate school. The RSIE policy and training information are found on the Graduate School web page -[www.usm.edu/graduate-school](http://www.usm.edu/graduate-school). Contact the Dean of the Graduate School if you have any questions regarding the policy of training information.

## Comprehensive Exam

Doctoral qualifying exams may be required. A comprehensive exam is required for all doctoral students and must be passed before proceeding to the dissertation. A 3.0 GPA is required for graduation.

**Continuous Enrollment Requirement:** Students must meet the requirements specified in the front section of this *Bulletin* for continuous enrollment.

## Common Requirements for the Doctor of Philosophy in Psychology

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### Research Tool(s)

Research tools are completed as part of the master's in psychology (MA) earned en route to the doctorate. [PSY 661 - Research Evaluation in the Behavioral Sciences](#) 3 hrs.

[PSY 662 - Quantitative Methods I](#) 3 hrs. or [REF 762 - Quantitative Analysis II](#) 3

hrs. [PSY 663 - Quantitative Methods II](#) 3 hrs. or [REF 830 - Multivariate Analysis](#) 3 hrs.

~~Thesis,~~ [PSY 698 - Thesis](#) 6-3 hrs..

## Departmental Courses:

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### Psychological Foundations:

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Completion of 3 of the following 4 content areas is required for the MA in Psychology earned en route to the doctorate:

(Completion of the remaining 4<sup>th</sup> content area is required for the doctoral degree.)

#### Biological area:

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- [PSY 624 - Advanced Behavioral Neuroscience](#) 3
- hrs. or ~~[PSY 726 - Perception](#) 3 hrs.~~

#### Cognitive area:

- 
- ~~PSY 621 – Theories of Learning 3 hrs.~~
  - ~~or PSY 722 – Cognitive Processes PSY~~  
~~716 Cognition and Emotion 3 hrs.~~

**Social area:**

- 
- [PSY 750 - Advanced Social Psychology](#) 3 hrs.

**Individual Differences and Life Span Development area:**

- 
- [PSY 679 - Advanced Developmental Psychology](#) 3 hrs.

**Other Departmental Requirements**

- 
- [PSY 718 - History of Modern Psychology](#) 3 hrs.
  - [PSY 898 - Dissertation](#) ~~12~~ 9 hrs.

**Note:**


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Thirty-eight credits are required to complete the MA, earned en route to the doctorate. The MA degree requirements include the Research Tools (12 credits), 3 of the 4 Psychology foundation courses (9 credits) and an additional 17 credits of electives. All choices between core courses as well as selection of elective courses must be approved by the student's major advisor and the emphasis area director of training.

**Requirements for an Emphasis in Clinical Psychology**


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In addition to the requirements listed under common requirements for the doctor of philosophy degree, the student must take the following:

**Professional Core (7 hours):**

- 
- [PSY 607 - Ethics and Current Issues in Psychology](#) 3 hrs.
  - [PSY 613 - Cultural Bases of Behavior](#) 3 hrs.
  - [PSY 701 - Seminar in Teaching of Psychology](#) 1 hr.

**Additional Research Design and Analysis (6 3 hours)**

- 
- [PSY 768 - Psychometric Theory](#) 3 hrs.
  - ~~[PSY 794 - Psychology Research Apprenticeship](#) 3 9 hrs. (3 hrs. required)~~

**Clinical Core (24 hours):**

- 
- [PSY 640 - Behavioral and Emotional Assessment of Children](#) 3 hrs.

- [PSY 641 - Adult Cognitive Assessment](#) 3 hrs.
- [PSY 736 - Introduction to Clinical Skills](#) 3 hrs.
- ~~[PSY 748 - Child Cognitive Assessment](#) 3 hrs.~~

- [PSY 780 - Advanced Psychopathology](#) 3 hrs.
- [PSY 734 - Child Behavior Therapy](#) 3 hrs.
- [PSY 742 - Empirically Supported Therapy for Adults](#) 3 hrs.
- [PSY 777 - Psychological Disorders of Childhood](#) 3 hrs.

## Practica, Externships, and Internship (~~17~~ 26 hours):

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- [PSY 782 - Clinical Psychology Practicum](#) 1-3 hrs. (minimum ~~5~~ 8 semesters and ~~14~~ 23 hours)
- [PSY 881 - Internship in Clinical Psychology](#) 1-3 hrs. (3 hrs. required)

## ~~Electives (13 hours)~~

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### Note:

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We offer generalist training in clinical psychology with elective concentrations. Regardless of concentration, students in the clinical concentration are required to take [PSY 624](#), [PSY 679](#), ~~[PSY 722](#)~~ [PSY 716](#), and [PSY 750](#). Upon admission to the program, students choose a concentration in either Adult Clinical or Child Clinical. Adult Clinical: Students electing the Adult Clinical concentration will be assigned an Adult Clinical research mentor, have a minimum ~~3~~ 4 semesters of Adult Clinical practicum training, and complete Adult Clinical coursework earlier in sequence. They are also required to complete [PSY 740](#) ~~and relevant electives~~. Child Clinical: Students electing the Child Clinical concentration will be assigned a Child Clinical research mentor, have a minimum ~~3~~ 4 semesters of Child Clinical practicum training, complete Child Clinical coursework earlier in sequence, complete [PSY 640](#) ~~and relevant electives~~.

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THE UNIVERSITY OF  
SOUTHERN MISSISSIPPI.

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The Department of Psychology

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TO: Steve Moser, Ph.D., Provost  
Trent Gould, Ph.D., Interim Dean, College of Education and Psychology  
Kathy Yadrick, Ph.D., Chair, College of Education and Psychology Curriculum Committee

FROM: Dr. Joe Olmi, Chair   
Department of Psychology

DATE: March 22, 2018

RE: Suspension of Admissions to the Master's in Psychology (Applied Behavior Analysis)

Beginning in the fall 2018, admissions to the Master's in Psychology (Applied Behavior Analysis Emphasis) will be suspended. The Program is offered in the Department of Psychology on the Hattiesburg campus. Suspension of admissions will take place immediately in anticipation of the Fall 2018 semester. Due to cuts in teaching resources and the inability to cover classes with current School Psychology Program resources, it is temporarily not possible for the Department of Psychology to admit a cohort to the Program during the fall of 2018. It is anticipated that admissions will resume in the fall 2019 or 2020.

There will be 7 active students remaining in this year's first year cohort which will comprise next year's second year cohort beginning in fall 2018 and will be in the teach-out plan that follows.

**Fall 2018**

PSY 771 – Practicum in School Psychology (covered by SP faculty Keith Radley [Adjunct] and Evan Dart) who possess the supervision credential meeting Behavior Analyst Board standard

PSY 773 – Advanced Behavioral Intervention (Evan Dart)

Elective Course (covered by department from fall offerings)

**Spring 2019**

PSY 609 – Contemporary Topics in Applied Behavior Analysis (Evan Dart)

PSY 771 – Practicum in School Psychology (Covered by Lauren McKinley and Evan Dart (SP faculty))

Elective Course (covered by department from spring offerings)

## **Supervision**

7 current students will require up to 2.25 hours each week of supervision for the Summer 2018, Fall 2018, and Spring 2019 semesters.

- Half (1.125hrs/week) of supervision total can be in group practicum setting (PSY 771); the remainder has to be provided in individual supervision and will be provided either through the hiring of 2 qualified adjuncts or a properly credentialed graduate student in the School Psychology Program.

This plan would graduate the current 7 students with minimal additional resources. The only additional resource would be hiring Dr. Keith Radley as an adjunct to provide the additional supervision for the fall semester. Should you need additional information, please feel free to contact me at [d.olmi@usm.edu](mailto:d.olmi@usm.edu) or 266-5693. Thank you for your consideration.

**University of Southern Mississippi  
 Teach-Out Plan for the Deletion/Inactivation of Degree Program,  
 Emphasis Area, Certificate, or Minor**

<b>College:</b>	Health
<b>Department or School:</b>	Social Work
<b>Degree/Emphasis/Certificate/ Minor:</b>	<u>Administration and Empowerment (MSW)</u>

- 1. Date for suspension of admission:** Spring 2018
- 2. Estimated date current students will complete teach-out plan:** May 2019
- 3. Provide an explanation of how affected parties (students, faculty, staff) will be informed of the impending closure of the degree/emphasis/certificate/minor. Provide as well an explanation of how students will be advised as to their options.**

There are only 2 MSW students that have selected Admin & Empowerment as an emphasis. One of them will graduate in May 2018. The second student will graduate in May 2020 however her curriculum plan has not yet included a single course related to the emphasis.

Thus, the one student that intended to pursue the emphasis will be contacted this semester and informed that the emphasis is being suspended immediately. The student will be advised to take other electives and supported in making those changes in her degree plan. This change does not represent any disruption in her degree plan.

- 4. Provide (here or as an attachment) an explanation of how all affected students will be helped to complete their programs of study with minimal disruption. Include a detailed schedule of course offerings that will allow students in the emphasis area and/or degree to complete their programs of study.**

**University of Southern Mississippi Teach-Out Plan**

There will be no need for a teach out plan. The one student affected has not begun to take any of the courses that are part of the emphasis.

**5. Provide an indication as to whether the teach-out plan will incur additional charges/expenses to the students (including additional travel requirements) and, if so, how the students will be notified:**

No additional expenses will be incurred by students if they elect to complete the emphasis.

**6. Explain how faculty and staff will be redeployed or helped to find new employment, if pertinent.**

Deleting this emphasis will have no impact on the faculty or staff in the School of Social Work

Prepared by Tim Rehner

Signature: \_\_\_\_\_ Date: 3/29/2018

College Dean Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please submit this information (1) to the Academic or Graduate Council as part of a proposal after December 2016 or (2) to the Office of the Provost if proposal has already been reviewed by the appropriate council.

Contact Dr. Bill Powell (6-4487) or Ms. Kathryn Lowery (6-6775) with any questions.

**Appendix 9c: Modifications to Existing Degree Program Proposal**  
 Suspension or  Deletion  
 (Submit Appendix 9c in both PDF and Word Document Formats)

<b>Institution:</b>		
<b>Date of Implementation for Suspension/Deletion:</b> Suspend admission – immediately Delete – July 2019	<b>Number of Students Presently Enrolled:</b> 2	<b>Number of Faculty Affected:</b> 0
<b>Program Title as Appears on Academic Program Inventory, Diploma, and Transcript:</b> Administration and Empowerment (MSW)		<b>Six Digit CIP Code:</b> 44.0701
<b>Degree(s) Awarded:</b> MSW (emphasis)	<b>Credit Hour Requirements:</b> 8	
<b>List any institutions within the state offering similar programs:</b> 0		
<b>Responsible Academic Unit(s):</b> Social Work	<b>Institutional Contact: Tim Rehner</b> Phone: 601-266-4170 Email: tim.rehner@usm.edu	
<b>Reason for Request:</b>  Low graduation rate and low enrollment		
<b>Effect on Institutional Role and Mission (For deletion, what is the impact on accreditation or other academic programs?):</b>  None		
_____ <b>Chief Academic Officer Signature</b>		_____ <b>Date</b>
_____ <b>Institutional Executive Officer Signature</b>		_____ <b>Date</b>

**University of Southern Mississippi  
 Teach-Out Plan for the Deletion/Inactivation of Degree Program,  
 Emphasis Area, Certificate, or Minor**

<b>College:</b>	Health
<b>Department or School:</b>	Social Work
<b>Degree/Emphasis/Certificate/ Minor:</b>	<u>Interpersonal Practice (MSW)</u>

- 1. Date for suspension of admission:** Spring 2018
- 2. Estimated date current students will complete teach-out plan:** May 2019
- 3. Provide an explanation of how affected parties (students, faculty, staff) will be informed of the impending closure of the degree/emphasis/certificate/minor. Provide as well an explanation of how students will be advised as to their options.**

There are only 23 MSW students that have selected Interpersonal Practice as an emphasis. Unfortunately, most decide over the course of the 60 hour MSW degree to drop the emphasis so very few actually complete the emphasis. At this point, there are 19 MSW students that should complete the emphasis and graduate in May 2018. Nothing needs to be done to address their interest in the emphasis. They will complete the requirements this spring.

Of the remaining 4 students that declared an interest in the Interpersonal Practice emphasis none of them have taken any courses in their curriculum plans related to the emphasis. Thus, informing them that the Interpersonal Emphasis is being eliminated won't disrupt their academic progression at all.

The 4 students that intended to pursue the Interpersonal Practice emphasis will be contacted this semester and informed that the emphasis is being suspended immediately. The student will be advised to take other electives and supported in making those changes in their degree plans. This change does not represent any disruption in their progression in the MSW degree plan.

**4. Provide (here or as an attachment) an explanation of how all affected students will be helped to complete their programs of study with minimal disruption. Include a detailed schedule of course offerings that will allow students in the emphasis area and/or degree to complete their programs of study.**

There will be no need for a teach out plan. The one student affected has not begun to take any of the courses that are part of the emphasis.

**5. Provide an indication as to whether the teach-out plan will incur additional charges/expenses to the students (including additional travel requirements) and, if so, how the students will be notified:**

No additional expenses will be incurred by students if they elect to complete the emphasis.

**6. Explain how faculty and staff will be redeployed or helped to find new employment, if pertinent.**

Deleting this emphasis will have no impact on the faculty or staff in the School of Social Work

Prepared by Tim Rehner

Signature: \_\_\_\_\_ Date: 3/29/2018

College Dean Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please submit this information (1) to the Academic or Graduate Council as part of a proposal after December 2016 or (2) to the Office of the Provost if proposal has already been reviewed by the appropriate council.

Contact Dr. Bill Powell (6-4487) or Ms. Kathryn Lowery (6-6775) with any questions.

**Appendix 9c: Modifications to Existing Degree Program Proposal**  
 Suspension or  Deletion  
 (Submit Appendix 9c in both PDF and Word Document Formats)

<b>Institution:</b>		
<b>Date of Implementation for Suspension/Deletion:</b> Suspend admission – immediately Delete – July 2019	<b>Number of Students Presently Enrolled:</b> 24	<b>Number of Faculty Affected:</b> 0
<b>Program Title as Appears on Academic Program Inventory, Diploma, and Transcript:</b> Interpersonal Practice (MSW)		<b>Six Digit CIP Code:</b> 44.0701
<b>Degree(s) Awarded:</b> MSW (emphasis)	<b>Credit Hour Requirements:</b> 8	
<b>List any institutions within the state offering similar programs:</b> 0		
<b>Responsible Academic Unit(s):</b> Social Work	<b>Institutional Contact: Tim Rehner</b> Phone: 601-266-4170 Email: tim.rehner@usm.edu	
<b>Reason for Request:</b>  Low graduation rate and low enrollment		
<b>Effect on Institutional Role and Mission (For deletion, what is the impact on accreditation or other academic programs?):</b>  None		
_____ <b>Chief Academic Officer Signature</b>		_____ <b>Date</b>
_____ <b>Institutional Executive Officer Signature</b>		_____ <b>Date</b>

## Professional Licensure Disclosure

The University of Southern Mississippi offers several programs leading to professional licensure within the State of Mississippi. USM is a member of the National Council for State Authorization Reciprocity Agreement (NC-SARA) which allows us to provide online programs and coursework to residents of states other than Mississippi. However, NC-SARA membership does not grant reciprocity or exempt us from state professional licensing requirements. As a result, licensing requirements in Mississippi may not be recognized as sufficient to obtain a license in any other state.

The University of Southern Mississippi cannot determine the applicability of program coursework to satisfy licensing requirements outside of Mississippi. Our programs and coursework are designed to meet the licensure requirements of licensing entities within Mississippi. We highly recommend that students contact the applicable licensure board(s) in their state of residence or in the state where they intend to obtain a license before beginning an academic program that results in licensure. Many licensure boards require more than successful degree completion to obtain a license.

Please be advised that state laws, regulations, and policies may change at any time. It is the responsibility of the student completing the licensure program to check with the licensing board(s) in their state of residence or in the state in which they intend to obtain a license for the most recent information and requirements.

Students may contact [professionallicensure@usm.edu](mailto:professionallicensure@usm.edu) for assistance in identifying contact information for licensing boards in their state.



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Office of the Provost: *Associate Provost for Institutional Effectiveness*

118 College Drive # 5026 | Hattiesburg, MS 39406-0001

Phone: 601.266.4714 | Douglas.Masterson@usm.edu | www.usm.edu

To: Academic Council/Graduate Council  
Re: Disclosure Statement for Online Programs  
Thursday, March 15, 2018

Please find the attached disclosure statement that the Office of the Provost, Office of Online Learning, and the Office of General Counsel would like to have added to the bulletin. This statement is necessary as a result of our participation in NC-SARA. NC-SARA instituted the following requirement for all participating institutions (item 10 from the NC-SARA Institutional Approval Form):

- 10. Agree to notify in writing all students in a course or program that customarily leads to professional licensure, or which a student could reasonably believe leads to such licensure, whether or not the course or program meets requirements for licensure in the state where the student resides. If an institution cannot determine through its contact with relevant licensing entities whether the course or program meets licensure requirements in the student's state of residence, the institution may meet this SARA requirement by informing the student in writing and providing the student the contact information for the appropriate state licensing board(s). An e-mail dedicated solely to this purpose and sent to the student's best known e-mail address meets this requirement. The institution should use other means to notify the student if needed.**

I convened a meeting of the Office of General Counsel, Office of Online Learning, the Office of Admissions, the Graduate School, Associate Deans from each college, and representatives from programs that lead to licensure or might lead to licensure in other states. During this meeting, we determined that it would be impossible for USM to keep up to date with all licensure programs in all 50 states. We are concerned that the ever-changing rules and regulations for licensure requirements in all 50 states would lead to us having out of date information that could misinform students. We determined that a disclosure statement would be the best approach to address this requirement.

The Office of Online Learning will distribute the disclosure statement to online students in programs that lead or could lead to licensure in various states.

Sincerely,

Douglas S. Masterson, Associate Provost for Institutional Effectiveness

OLD MODEL

Location	College	# Reg. Grad. Faculty	Votes (# Grad Faculty/30)	# of Current Voting Members
HBG/Stennis	CAL	186	6	5
	COB	50	2	3
	EDPSY	102	3	3
	COH	60	2	1
	CON	26	1	1
	SCT	154	5	5
Gulf Coast	All Colleges	?	1	1
<b>Total</b>				<b>20</b>

NEW MODEL

Location	College	# Reg. Grad. Faculty	Votes (# Grad Faculty/35)	# of Proposed Voting Members
All Campuses	CAS	283	8	6
	COB&ED	38	1	2
	COE&HS	98	3	3
	CON&HP	40	1	2
Gulf Coast	All Colleges	?	?	1
<b>Total</b>				<b>14</b>

# GRADUATE DEAN'S REPORT: INFORMATION AND UPDATES FROM THE GRADUATE SCHOOL

Spring 2018/April

## GRADUATE SCHOOL AWARDS PRESENTED AT ANNUAL RESEARCH SYMPOSIUM

Winners of the Graduate School's two most prestigious awards were announced at the Susan A. Siltanen Graduate Student Research Symposium Awards Luncheon on Thursday, March 26. Jessica Guzman, Ph.D. student in the Department of English with an emphasis in creative writing, was named the **2018 Graduate Assistant of the Year**. Jessica's major professor, Dr. Angela Ball, said Jessica is "the stand-out in a stellar group." In describing her creative work, Dr. Ball noted, "Her blazingly beautiful poems illuminate and record nature's resilience and



Dr. Sarah Morgan was recognized as the 2018 Graduate Mentor of the Year



Creative writing doctoral student, Jessica Guzman, is the 2018 GA of the Year

suffering, and those qualities in human beings as well." Jessica has won numerous prestigious awards in poetry, including the Tinhouse Workshop Scholarship, the American Literature Review's poetry award, and the Melton Kessler Memorial Prize for Poetry by Harpur Palate. In her role as teaching assistant, Jessica teaches many undergraduate students in her Composition I and II, Technical Writing, and World Literature courses and receives very high student evaluations, a testament to her

giftedness, compassion, and effectiveness as a teacher, as articulated by Dr. Luis Iglesias, chair of the department. Jessica's award included \$500 and a commemorative plaque.

The **2018 Graduate Mentor of the Year** is Dr. Sarah Morgan, Professor and Associate Director of the School of Polymers and High Performance Materials. She was selected by a panel of graduate coordinators from a group of outstanding faculty mentors nominated by their current students. Dr. Morgan's current and former students and director provided examples of her commitment to her students' intellectual, scholarly, personal, and professional development. Doctoral student April Fogel described her mentorship style as "action-oriented," and noted "Dr. Morgan is a champion of graduate student development," with "relentless dedication to providing scientific growth and career advancement opportunities." Former student Dr. Katrina Knauer, now a research scientist for BASF, appreciated her "hands on/hands off" approach to mentorship, meaning Dr. Morgan knows when to step in and provide direction and when to step out and let the student take the lead. Dr. Jeff Wiggins, Director, spoke of her commitment to student development and diversity in science education, citing her numerous funded projects aimed at K-12 and undergraduate science communication, education, and research. The award included a commemorative plaque and a \$1500 travel award to support Dr. Morgan's travel to research or professional conferences. As Graduate Mentor of the Year, Dr. Morgan will share her expertise in upcoming mentorship training workshops sponsored by the Graduate School and represent USM as nominee for the 2019 Conference of Southern Graduate Schools Outstanding Mentor competition. That award will be announced next spring.

## **2018 SUSAN A. SILTANEN GRADUATE RESEARCH SYMPOSIUM A SUCCESS**



Winners of the Oral and Poster Presentation Prizes at the 2018 Graduate Student Research Symposium

Nearly 100 graduate students showcased their original research by giving oral or poster presentations on Thursday, March 26 during the annual Susan A. Siltanen Graduate Research Symposium. Students competed for best oral presentation and best poster prizes in four categories: Arts and Humanities; Life, Health, and Environmental Sciences; Physical Sciences and Mathematics; and Social and Educational Sciences and



The 2018 Graduate Student Hall of Fame includes the following students:

College of Arts & Letters:

Julian Pernet Castillo, Master of Music (piano), School of Music  
Aaron Joshua Bennett, Master of Arts in the Teaching of Spanish and Teaching English to Speakers of Other Languages, Department of Foreign Languages and Literatures

College of Business:

Katherine G. Burton, Master of Business Administration  
Nina Bellipanni, Master of Professional Accountancy, School of Accountancy

College of Education & Psychology:

Brianna Werner, Ph.D. in Counseling Psychology, Department of Psychology  
Lacey A. Bagley, Master of Science in Marriage and Family Therapy, Department of Child and Family Studies

College of Health:

Lindsey Hardin, Master of Social Work, School of Social Work  
Stephen Williams, Doctor of Audiology, Department of Speech and Hearing Sciences

College of Nursing:

Dr. Tran Ngoc Bao King, certified registered nurse anesthetist and doctor of nursing practice, School of Leadership and Advanced Practice Nursing  
Dr. Sheree Conley-Donaldson, Doctor of Nursing Practice, School of Leadership and Advanced Practice Nursing, and psychiatric mental health nurse practitioner certificate program

College of Science & Technology

Haley Dozier, Ph.D. in Computational Science (Mathematics), Department of Mathematics  
Pratikshya Adhikari, Ph.D. in Biological Sciences (Molecular Biology), Department of Biological Sciences

Graduate School:

Jessica Guzman, Ph.D. in English (Creative Writing), Department of English, 2018 Graduate Assistant of the Year  
Rahul Shankar, Ph.D. in Polymer Science and Engineering, School of Polymers and High Performance Materials, 2017 Three Minute Thesis Grand Champion

## **GRADUATE SCHOOL EVENTS**

### **GRE Boot Camps Continue**

The GRE is commonly required as a component of graduate applications because it provides an objective measure of an applicant's potential for success in graduate-level study. A key to a strong GRE score is preparation for the exam. To assist with GRE preparation, the Graduate School is hosting a series of GRE boot camps throughout 2018. Supported in part by a grant from the Southern Miss Fund and taught by doctoral students in mathematics and English, the boot camps focus on verbal and quantitative sections of the GRE. Each boot camp consists of two, four-hour sessions. The first boot camp was held on Saturday, March 24<sup>th</sup> and 31<sup>st</sup> from 8 a.m. to noon. Boot camp 2 began Tuesday, April 10<sup>th</sup> from 5:30 p.m. to 9:30 p.m., and the second half will be held Tuesday, April 17<sup>th</sup>. Participation for the two sessions was available to students on the coast via IVN to the Gulf Park campus. Both boot camps were at near capacity (20 students), and feedback from

participants was overwhelmingly positive. Boot camp 3 will be held on the Gulf Park campus only on Saturday, April 21<sup>st</sup> and 28<sup>th</sup> from 9:00 a.m. to 1:00 p.m. A complete schedule of upcoming GRE boot camps and a link to registration is accessible on the Graduate School website at <https://www.usm.edu/graduate-school/gre-prep-classes>. Registration must be accompanied by a \$50 non-refundable fee.

### **McNair Open House**

A Ribbon Cutting Ceremony and Open House will officially celebrate completion of the McNair Scholars space on the first floor of McCain Library on Wednesday, May 2 at 2:00 p.m. The space was renovated during academic year 2017-18 to create classroom, office, and gathering space to support USM's Ronald E. McNair Scholars Program. The program, named in honor of the late Dr. Ronald E. McNair, Ph.D., physicist and Space Shuttle Challenger astronaut who died when the Challenger exploded early into flight on January 28, 1986, is supported by the U.S. Department of Education. The program aims to increase the number of first generation/low income and under-represented individuals completing doctoral programs and entering academia. USM's program engages upper-level undergraduate students meeting those demographic requirements in mentored research, assists them in developing poster and oral presentation skills and writing statements of purpose for graduate applications, and prepares them for the GRE. The USM McNair Scholars Program began in 1999 with a grant from the U.S. Department of Education. Current funding, a \$1.16 million renewal awarded last fall, will support the program through September 2021. Currently, twenty-five students are actively-engaged McNair Scholars. The USM McNair Scholars Program is led by Director Carolyn Cawthon and Assistant Director Kimbaya Brown. Any USM faculty member, staff, or student who played a role in the USM McNair Scholars Program at any time as a scholar, mentor, instructor, or administrator is invited to attend.

**Graduate Council Minutes**  
**The University of Southern Mississippi**  
**February 19, 2018**

The Graduate Council met at 3:00 p.m. on February 19, 2018, in McCain Library, Room 203 with Dr. Leisa Flynn, Chair of the Graduate Council, presiding.

The following voting members were present: Dr. Nell Adkins, Dr. Jeremy Deans, Dr. Dana Fennell, Dr. YanLin Guo, Dr. Jennifer Lemacks, Dr. Sarah Morgan, Dr. Vanessa Murphree, Dr. Rebecca Newton, Dr. Edward Sayre, Dr. Kyna Shelley, Dr. Heather Stur, and Dr. Alan Thompson.

The following voting members were represented by proxies to constitute a quorum: Dr. Chris Miles for Dr. Laurel Abreu and Ms. Amy Lebert for Dr. Kimberly Ward.

The following non-voting members were present: Dr. Karen Coats, Dr. Douglas Masterson, Mr. Greg Pierce, Dr. Eric Tribunella for Dr. Maureen Ryan and Dr. Kathy Yadrick for Dr. Trent Gould.

The following guests were present: Ms. Amy Arrington, Ms. Desira Bailey, Ms. Jennifer Culley, Dr. Cynthia Gaudet, Dr. Ann Marie Kinnell, Ms. Kathryn Lowery, Dr. Beddhu Murali, Ms. Dawn Porter and Dr. Jennifer Walker.

- 1.0 Call to Order  
Dr. Flynn called the meeting to order at 3:00 p.m.
- 2.0 Approval of Minutes  
Dr. Flynn presented the January 22, 2018 minutes for approval. Dr. Morgan moved and Dr. Deans seconded a motion to approve the January 22, 2018 minutes for approval. The motion passed 15-0.
- 3.0 Adoption of the Consent Agenda  
Dr. Flynn presented the consent agenda for approval. Dr. Stur moved and Dr. Thompson seconded a motion to approve the consent agenda. The motion passed 15-0.
  - 3.1 College of Arts and Letters  
*Department of History*  
Council approved the modification of HIS 509.
  - 3.2 College of Education and Psychology  
*Department of Child and Family Studies*  
Council approved the modification of FAM 651.
  - 3.3 College of Health  
*School of Kinesiology*  
Council approved the modification of KIN 603.  
  
*Department of Public Health*  
Council approved the modifications of DPH 512 and DPH 627.

#### 4.0 Adoption of February 2018 Agenda

Dr. Flynn presented the agenda for approval. Dr. Sayre moved and Dr. Stur seconded a motion to approve the agenda. The motion passed.

#### 4.1 College of Arts and Letters

##### *Department of Anthropology and Sociology*

Dr. Flynn presented the request to add ANT 546. Dr. Sayre moved and Dr. Fennell seconded a motion to approve the addition of ANT 546. The motion passed 15-0.

Dr. Flynn presented the request to add ANT 547. Dr. Sayre moved and Dr. Fennell seconded a motion to approve the addition of ANT 547. The motion passed 15-0.

#### 4.2 College of Education and Psychology

##### *Department of Psychology*

Dr. Flynn presented the request to add PSY 716. Dr. Adkins moved and Dr. Stur seconded a motion to approve the addition of PSY 716. The motion passed 15-0.

Dr. Flynn presented the request to modify the Psychology (Counseling Psychology) Ph.D. program. Dr. Morgan moved and Dr. Thompson seconded a motion to approve the modification of the Psychology (Counseling Psychology) Ph.D. program. The motion passed 15-0.

##### *Department of Curriculum, Instruction and Special Education*

Dr. Flynn presented the request to suspend admission to the Instructional Technology and Design Ph.D. degree program. Dr. Stur moved and Dr. Shelley seconded a motion to approve the suspension of admission to the Instructional Technology and Design Ph.D. degree program. The motion passed 15-0.

#### 4.3 College of Health

##### *Department of Public Health*

Dr. Flynn presented the request to modify the Public Health (Epidemiology and Biostatistics) MPH program, the Public Health (Health Policy and Administration) MPH program, the Public Health (Health Policy and Administration) MPH (Executive) program, and the Public Health (Health Education) MPH program. Dr. Morgan moved and Dr. Sayre seconded a motion to approve these modifications as a group. The motion passed.

Dr. Stur moved and Dr. Thompson seconded a motion to approve the modifications of the Public Health (Epidemiology and Biostatistics) MPH program, the Public Health (Health Policy and Administration) MPH program, the Public Health (Health Policy and Administration) MPH (Executive) program, and the Public Health (Health Education) MPH program. The motion passed 15-0.

4.4 College of Science and Technology

*School of Computing*

Dr. Flynn presented the request to untable CSC 540. Dr. Thompson moved and Dr. Fennell seconded a motion to untable CSC 540. The motion passed. Dr. Morgan moved and Dr. Sayre seconded a motion to approve the addition of CSC 540. The motion passed 15-0.

Dr. Flynn presented the request to untable CSC 541. Dr. Thompson moved and Dr. Morgan seconded a motion to untable CSC 541. The motion passed. Dr. Sayre moved and Dr. Adkins seconded a motion to approve the addition of CSC 541. The motion passed 15-0.

5.0 Officers Report

5.1 Chair – Dr. Leisa Flynn

No report.

5.2 Chair-Elect – Dr. Heather Stur

No report.

6.0 Standing Committee Reports

6.1 Bylaws Committee – Dr. Heather Stur

No report.

6.2 Credentials Committee – Dr. Ward Sayre

Dr. Sayre submitted the Credentials report for February 2018 for approval. The report was approved. (see attached)

6.3 Election Committee – Dr. Chaoyang Zhang

No report.

6.4 Policies and Procedures Committee – Dr. Sarah Morgan

Dr. Morgan presented a draft of a policy statement to allow doctoral programs to confer the master's degree en route to doctorate. Dr. Sayre moved and Dr. Deans seconded a motion to approve this policy. The motion passed 15-0. (see attached)

6.5 Program Review Committee – Dr. Kyna Shelley

No report.

7.0 Liaisons to University Committees

7.1 Assessment Committee- Dr. Heather Stur

No report.

7.2 Online Learning Steering Committee – Dr. Jennifer Lemacks

No report.

8.0 New Business

8.1 Dean's Report

Dr. Coats presented a report to Council. (See attached)

9.0 Announcements

10.0 Adjournment

The meeting was adjourned. The next meeting is scheduled for March 19, 2018 at 3:00. The deadline for submitting materials to the Graduate School for the Agenda is Friday, March 9, 2018.

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Greg Pierce, Recording Secretary

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Dr. Leisa Flynn, Chair



**College of Health**  
*School of Kinesiology*

Modify: KIN 603 Corrective & Adaptive Physical Education.  
To: KIN 603 Adapted Physical Education, Sport, and Activity. Course description.  
Effective fall 2018.

*Department of Public Health*

Modify: DPH 512 Measurement and Evaluation in Health Education.

To: DPH 612 Measurement and Evaluation in Health Education. Course description.  
Effective fall 2018.

Modify: DPH 627 Health Policy.

To: DPH 627 Introduction to Health Policy and Administration. Course description.  
Effective fall 2018.

Modify: Public Health (Epidemiology and Biostatistics) M.P.H. degree program. Effective fall 2018. (see attached).

Modify: Public Health (Health Policy and Administration) M.P.H. degree program. Effective fall 2018. (see attached).

Modify: Public Health (Health Policy and Administration) M.P.H. (Executive) degree program. Effective fall 2018. (see attached).

Modify: Public Health (Health Education) M.P.H. degree program. Effective fall 2018. (see attached).

**College of Science and Technology**  
*School of Computing*

Add: CSC 540 Client Side Web Programming.  
3 hours. Effective fall 2018.

Add: CSC 541 Web Server Side Programming.  
3 hours. Effective fall 2018.

DATE: February 19, 2018		
TO: Graduate Council		
FM: Graduate Credentials Committee		
RE: Graduate Faculty Recommendations		
<b>Name</b>	<b>Department</b>	<b>Recommendation Status</b>
	<b>Associate Level 1</b>	
Parker, Karen H.	Advanced Practice (Nursing)	A1
Phillips, Jack J.	Human Capital Development	A1
	<b>Associate Level 2</b>	
Halvorson, Halvor M.	Biological Sciences	A2
	<b>Associate Level 3</b>	
	<b>Regular Level 1</b>	
	<b>Regular Level 2</b>	
	<b>Regular Level 3</b>	
Credentials Committee		
Dr. Edward Sayre, Chair		

The Policy & Procedures committee developed a policy statement for the granting of the master's degree on route to the PhD. The statement was reviewed and modified in GC. GC voted to adopt the policy statement below:

Doctoral programs may elect to confer the master's degree en route to the PhD after a student completes thirty hours of graduate courses in the discipline with a GPA of 3.0 and good academic standing; passes a comprehensive examination; meets any other requirements specific to the program; and obtains approval of the of the doctoral committee.

# Doctoral Degree Programs

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## Doctor of Philosophy in Psychology

The department offers the Doctor of Philosophy in psychology in four emphasis areas: clinical, counseling, brain and behavior, and school psychology. These doctoral emphasis areas are designed to ensure that students receive strong preparation in the research and theoretical literature of psychology as an experimental behavioral science.

Students are admitted to one of these doctoral programs and earn a master's degree (M.A.) in psychology en route to the doctorate. Applicants are judged on the basis of prior academic record, GRE scores, three letters of recommendation from persons qualified to assess the applicant's readiness for graduate study, and personal statement. Applicants are expected to have completed appropriate undergraduate foundation courses in psychology (e.g., statistics, experimental, and history and systems). A student may be invited to come to campus for a personal interview as part of the application process. The department typically receives applications from a larger number of qualified applicants than it can enroll. Prospective students should specify their intended emphasis area at time of application. Descriptions of each of these areas are available online at [www.usm.edu/psychology](http://www.usm.edu/psychology). New students are admitted only for fall semester. Applications received by December 1 (clinical, counseling, school) or January 3 (Brain and Behavior) will receive a full review.

The Department of Psychology values diversity, and members of underrepresented groups are strongly encouraged to apply. Additionally, whereas participation in on-campus admissions seminars and interviews is highly recommended for applicants who enter the final selection pool, alternative arrangements may be requested through the director of training for those individuals who are unable to travel to Hattiesburg.

## Residency

Students must meet the residency requirements specified in this Bulletin.

## Research and Scholarly Integrity Education

All faculty holding Regular or Associate graduate faculty status, must complete CITI training modules required by the Graduate School and their departments. All graduate students must complete the CITI training modules required by the Graduate School and their departments the first semester they are enrolled in graduate school. The RSIE policy and training information are found on the Graduate School web page –[www.usm.edu/graduate-school](http://www.usm.edu/graduate-school). Contact the Dean of the Graduate School if you have any questions regarding the policy of training information.

## Comprehensive Exam

Doctoral qualifying exams may be required. A comprehensive exam is required for all doctoral students and must be passed before proceeding to the dissertation. A 3.0 GPA is required for graduation.

**Continuous Enrollment Requirement:** Students must meet the requirements specified in the front section of this *Bulletin* for continuous enrollment.

## Common Requirements for the Doctor of Philosophy in Psychology

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### Research Tool(s)

Research tools are completed as part of the master's in psychology (MA) earned en route to the doctorate.

[PSY 661 - Research Evaluation in the Behavioral Sciences](#) 3 hrs.

[PSY 662 - Quantitative Methods I](#) 3 hrs. or [REF 762 - Quantitative Analysis II](#) 3 hrs.

[PSY 663 - Quantitative Methods II](#) 3 hrs. or [REF 830 - Multivariate Analysis](#) 3 hrs.

Thesis, [PSY 698 - Thesis](#) 6 hrs. (only 3 hours required)

### Departmental Courses:

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### Psychological Foundations:

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Completion of 3 of the following 4 content areas is required for the MA in Psychology earned en route to the doctorate:

(Completion of the remaining 4<sup>th</sup> content area is required for the doctoral degree.)

### Biological area:

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- [PSY 624 - Advanced Behavioral Neuroscience](#) 3 hrs.
- [PSY 726 - Perception](#) 3 hrs.

### Cognitive & Affective area:

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- ~~[PSY 621 - Theories of Learning](#)~~ 3 hrs.
- ~~[PSY 722 - Cognitive Processes](#)~~ 3 hrs.
- [PSY 716 The Psychology of Cognition & Emotion](#) 3 hrs.

**Social area:**

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- [PSY 750 - Advanced Social Psychology](#) 3 hrs.

**Individual Differences and Life Span Development area:**

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- [PSY 679 - Advanced Developmental Psychology](#) 3 hrs.

**Other Departmental Requirements**

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- [PSY 718 - History of Modern Psychology](#) 3 hrs.
- [PSY 898 - Dissertation](#) 12 hrs. (only 9 hours required)

**Note:**

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All choices between core courses as well as selection of elective courses must be approved by the student's major advisor and the emphasis area director of training.

**Requirements for an Emphasis in Counseling Psychology**

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In addition to the requirements listed under common requirements for the doctor of philosophy degree, the student must take the following:

**Psychological Foundations:**

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- [PSY 613 - Cultural Bases of Behavior](#) 3 hrs.

**Professional Core (33 hours):**

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- [PSY 607 - Ethics and Current Issues in Psychology](#) 3 hrs.

- [PSY 614 - Testing and Individual Analysis](#) 3 hrs.
- 
- [PSY 630 - Introduction to Counseling Psychology](#) 3 hrs. or
- [PSY 727 - Counseling Supervision](#) 3 hrs.
- 
- [PSY 641 - Adult Cognitive Assessment](#) 3 hrs.
- [PSY 701 - Seminar in Teaching of Psychology](#) 1 hr.
- [PSY 710 - Group Counseling and Psychotherapy](#) 3 hrs.
- 
- [PSY 712 - Assessment and Diagnosis](#) 3 hrs.
- [PSY 713 - Intermediate Counseling Theory](#) 3 hrs.
- [PSY 714 - The Psychology of Vocational Development](#) 3 hrs.
- [PSY 740 - Objective Personality Assessment](#) 3 hrs.

### **Practica, Externships, and Internship (27 hours):**

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- [PSY 652 - Counseling Psychology Practicum I](#) 3 hrs.
- [PSY 762 - Counseling Psychology Practicum II](#) 3 hrs.
- [PSY 835 - Advanced Practicum in Counseling Psychology](#) 1-3 hrs. (6-12 hrs. required)
- [PSY 883 - Internship](#) 1-3 hrs. (3 hrs. required)

### **Research Design and Analysis (20 hours):**

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- Research Tools
- [PSY 791 - Research in Psychology](#) 1-16 hrs.

### **Note:**

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Electives must be approved by the student's major adviser and the emphasis area director of training.

←Return to: [College of Education and Psychology](#)



THE UNIVERSITY OF  
**SOUTHERN MISSISSIPPI.**  
GULF COAST

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DEPARTMENT OF HUMAN CAPITAL DEVELOPMENT

730 East Beach Boulevard, Box 5128 | Long Beach, MS 39560

Phone: 228.214.3517 | [www.usm.edu/gc/hcd](http://www.usm.edu/gc/hcd)

DATE: February 1, 2018

TO: Doug Masterson  
Associate Provost for Institutional Effectiveness

FROM: Cyndi Gaudet, Chair  
Human Capital Development



RE: IT Program Relocation

As a follow-up to our 1/30/18 meeting, this memo confirms a meeting held today, 2/1/18, between the HCD and IT faculty to discuss a productive path forward for the MS and PhD IT programs. Unanimous support was given by the HCD/IT faculty for the potential synergy focused on revised programs to meet student interest and demand, as well as the cutting-edge externally funded research opportunities.

The Department of Human Capital Development is committed to making the Instructional Technology coursework viable in the HCD Department. The joint faculty will review the existing HCD and IT MS and PhD curricula to determine the most appropriate curriculum framework(s) to blend the programs.

Next steps, as per your email, is the submission of materials to suspend admission of the IT PhD program to Graduate Council for the February 2018 meeting. Graduate Council will then re-examine the issue and vote on the suspension of admission and to move the program to HCD.

Thank you for your leadership. Let me know if you have questions or need additional information.

cc: Chris Winstead  
Kathryn Lowery  
Karen Coats  
Leisa Flynn  
Jeff Hinton  
Kathy Yadrick

February 2, 2018

To: Graduate Council

Through: Trent Gould, Interim Dean, CoEP

Through: CoEP Curriculum Council

From: Jeff Hinton, Interim Chair, CISE

RE: Instructional Technology and Design PhD

With this memo, we are requesting to formally suspend admission of the Instructional Technology and Design PhD, currently classified as a Hattiesburg hybrid program. As Graduate Council is aware, admission to the program was suspended by administrative action under the leadership of Dean Blackwell. This action was taken as a temporary measure in considering the future of the program within its current home in the Department of Curriculum, Instruction, and Special Education, after a department by department, program by program review was undertaken in the College of Education and Psychology prior to Dean Blackwell's departure.

Per actions taken at its January 2018 meeting, the Graduate Council has expressed its support of the movement of this program and its faculty, along with the Instructional Technology MS, to the Department of Human Capital Development in the College of Science and Technology (post reorganization, this department will be located within the School of Interdisciplinary Studies and Professional Development within the College of Arts and Sciences). Suspension of admission will allow the Department of Human Capital Development, its existing faculty along with relocated IT faculty, to give consideration to the best fit and future for the program, without extending the commitment to provide the full existing curriculum to newly admitted students, while teaching out students currently enrolled. Since the ITD PhD program is listed in the program inventory as a hybrid program, admission suspension will also allow for consideration of the needs of any existing students currently taking courses face-to-face, without adding to that delivery burden at an inopportune time in the reorganization and relocation process.

Per Dr. Gaudet's memo (attached), the joint faculty of human capital development and the instructional technology graduate programs plan to "review the existing HCD and IT MS and PhD curricula to determine the most appropriate curriculum framework(s) to blend the programs."

Attachments:

Memo from Cyndi Gaudet, Chair, Department of Human Capital Development

Plan of Study: MPH in Public Health (Epidemiology and Biostatistics) 45 Hours Minimum 05/10/2016

Name & e-mail & telephone	Student ID	Admit Term	Required Completion Term	Admit Type	Advisor & telephone	Date Completed

**Coursework:**  
**45 Hours Minimum**  
**Required: 24 Hours**

Coursework:	Hours	Term Will Take	Hours Taken	Grade	Substitution	Transfer Hours - 6 hrs only	Milestones (in order of completion) Check Deadlines Plan of Study Form Submitted to Graduate School Research and Scholarly Integrity Education *Transfer Transcripts Received (List as on Transcript in Graduate School at least 1 month before graduation) 18 hrs of coursework at 600 level or higher No Incomplete Grades 3.0 GPA required for graduation Application for Degree to be Filed in Graduate School at least one semester before planned graduation* Enrollment Requirement: Must be enrolled the semester that your degree is to be awarded Comprehensive Exam Exit Survey	Date Completed
DPH 622	3							
DPH 623	3							
<b>Add DPH 627</b>	<b>3</b>							
<del>DPH 625</del>	<del>3</del>							
DPH 655	3							
DPH 656	3							
DPH 611	3							
<b>total req</b>	<b>24</b>							

**Emphasis: 21 Hours**

DPH 620	3
DPH 680	3
DPH 722	3
DPH 723	3
DPH 785	3
DPH 786	3
DPH 793	3
<b>total emphasis</b>	<b>21</b>

**Total Hours: 45**

**Signatures:**

Student\*  
 Advisor\*  
 Chair/Director

**Committee: Signatures**

Plan of Study: MPH in Public Health (Health Policy and Administration) 45 Hours Minimum 5/10/16

Name & e-mail & telephone	Student ID	Admit Term	Required Completion Term	Admit Type	Advisor & telephone	Date Completed
<b>Coursework:</b>						
<b>45 Hours Minimum</b>						
<b>Required:</b>	<b>18 Hours</b>	<b>Hours</b>	<b>Term Will Take</b>	<b>Hours Taken</b>	<b>Grade</b>	<b>Substitution</b>
<b>Add</b>	DPH 622	3				
<b>- DPH</b>	DPH 623	3				
<b>DPH</b>	DPH 655	3				
<b>- DPH</b>	DPH 656	3				
<b>DPH</b>	DPH 611	6				
<b>total req</b>		<b>24</b>				<b>18</b>
<b>Emphasis: 27 Hours</b>						
	<del>DPH 626</del>	<del>3</del>				
	<del>DPH 627</del>	<del>3</del>				
	DPH 657	3				
	DPH 670	3				
	DPH 727	3				
	DPH 737	3				
	DPH 716	3				
	<del>DPH 747</del>	<del>3</del>				
	DPH 757	3				
	<b>total</b>	<b>21</b>				<b>27</b>
	<b>Total Hours:</b>					<b>45</b>
<b>Signatures:</b>						
Student*						
Advisor*						
Chair/Director*						

**Milestones (in order of completion)**  
**Check Deadlines**  
 Plan of Study Form Submitted to Graduate School  
 Research and Scholarly Integrity Education  
 \*Transfer Transcripts Received (List as on Transcript in Graduate School at least 1 month before graduation)  
 18 hrs of coursework at 600 level or higher

No Incomplete Grades  
 3.0 GPA required for graduation  
 Application for Degree to be Filed in Graduate School at least one semester before planned graduation\*  
 Enrollment Requirement: Must be enrolled the the semester that your degree is to be awarded  
 Comprehensive Exam (Traditional)  
 Exit Survey  
 \*Application fee paid.

**Committee: Signatures**





# GRADUATE DEAN'S REPORT: INFORMATION AND UPDATES FROM THE GRADUATE SCHOOL

Spring 2018/February

## USM FACULTY MEMBER WINS CONFERENCE OF SOUTHERN GRADUATE SCHOOLS OUTSTANDING MENTOR AWARD

Dr. Brad Dufrene, professor and director, School Psychology Service Center in the Department of Psychology, was selected to receive the Conference of Southern Graduate Schools (CSGS) Outstanding Mentor Award for 2018. CSGS is an organization of over 200 graduate schools in the southern states ranging from Texas to Maryland. Dr. Dufrene will receive the award during the awards luncheon of the CSGS annual meeting to be held in Fayetteville, Arkansas on February 24. Dr. Dufrene received his Ph.D. in school psychology from Mississippi State University in 2005. He completed a pre-doctoral internship in pediatric psychology at the University of Nebraska Medical Center. His research interests include prevention of emotional and behavior disorders in preschool children and prevention of obesity in Head Start children. However, his true passion is mentoring future psychological researchers and practitioners. He was named USM's Graduate Mentor of the Year in 2017.



Dr. Brad Dufrene, Conference of Southern Graduate Schools  
Outstanding Mentor Award Winner for 2018

## NEW MCNAIR SCHOLARS COHORT SELECTED



Following a rigorous interview process, fifteen undergraduate students were selected as 2018 McNair Scholars. The new cohort of students includes: Kapriyah Crosby, public health; Destiny Farmer, kinesiology (exercise science); Jaylin Goodloe, psychology; Sarah Jamison, biological sciences; Japriest Jerry, psychology; Sara-Lee Kidd, social work; Darrielle Martin, psychology; Dominique McArthur, psychology; Aaron Robinson, electronics engineering; Jamal Sampson, nursing; LaQuitta Simpson, psychology; Amber Slaughter, psychology; Zyra

Warfield, biological sciences; Tiara Watson, psychology; and Destiny Williams, kinesiology. The McNair experience begins this semester and continues through the fall. Scholars will conduct research with a faculty mentor; attend a summer course focused on professional development, including writing and communication skill development, interviewing, and GRE preparation; visit other universities or research sites; and present their research at a regional or national conference. The activities are designed to help Scholars understand the expectations of graduate school and develop competitive graduate applications. In a new partnership with USM's INBRE program, Scholars in STEM disciplines will also apply to USM's INBRE program to strengthen their research and professional skills if also selected for that program. The McNair Scholars Program, a U.S. Department of Education TRIO program, is named for Dr. Ronald McNair, physicist and astronaut who died on the space shuttle Challenger in January 1986. The goal of the program is to encourage first generation/low income or underrepresented students to pursue a doctorate and expand the academy with role models for underserved populations, thus encouraging students from similar backgrounds to aspire to reach the highest level of educational achievement.

## **CALL FOR NOMINATIONS FOR 2018 GRADUATE STUDENT AND FACULTY AWARDS**

### **Graduate Assistant of the Year Award**

The Graduate Assistant of the Year Award recognizes an exemplary graduate assistant for his or her character, service and outstanding contributions to teaching and research, and scholarly achievements. Nominees must be currently-enrolled GA's in good academic standing on at least 9 semester hours of graded, graduate coursework. The nomination must be submitted by the student's department chair/director if the GA is in an academic area or by the immediate supervisor if the GA is in a non-academic area. The winner will receive a plaque and a cash award, to be presented at the Graduate Research Symposium awards luncheon. The electronic form with list of required documents can be found at this link: <https://forms.usm.edu/graduate-school/embed.php?id=48337>. Nominations are due by 5 pm, Friday, February 23.

### **Graduate Mentor of the Year Award**

Jointly sponsored by the Graduate School and the Vice President for Research, the Graduate Mentor of the Year Award recognizes an exemplary faculty member for outstanding graduate student mentorship that produces successful graduates who display competence, confidence, professionalism, and independence. The winner will receive a travel award and a plaque, to be presented at the Graduate Research Symposium awards luncheon. The electronic form with list of required documents can be found at this link: <https://forms.usm.edu/graduate-school/embed.php?id=48886>. Nominations are due by 5 pm, Friday, February 23.

## **ANNOUNCING GRADUATE SCHOOL EVENTS FOR PROGRAM ADMINISTRATORS**

### **Graduate Program Coordinator Workshops**

All new and continuing graduate coordinators are invited to attend a Lunch & Learn Graduate Program Coordinator Workshop designed to inform and help program coordinators navigate the responsibilities of that role. The workshops will include training in:

- Radius and graduate admission processes
- Graduate assistantships
- Progress to degree forms; monitoring academic standing

- Graduate School queries useful to graduate coordinators
- Graduate School policies and procedures

Event dates and location: March 6 and March 7 (Choose one) | 11:30 a.m. - 1:30 p.m. | Thad Cochran Center Room 216

### **Graduate Recruitment Summit**

Directors, program chairs, and graduate coordinators, please mark your calendars and plan to attend the upcoming Graduate Recruitment Summit. The purpose of the Summit is to:

- Promote innovative recruitment strategies by sharing both successful and failed initiatives with members of the graduate recruitment community
- Identify best practices for graduate recruitment
- Assemble a graduate recruitment advisory board who will continue to disseminate information about successes and strategize for future initiatives

Event date and location: May 15 | 11 a.m. – 1:00 p.m. | Thad Cochran Center Room 218 A-B  
Electronic invitations will be sent in the near future.

## **PROFESSIONAL DEVELOPMENT OPPORTUNITIES FOR STUDENTS**

### **Spring 2018 GRE Boot Camps Scheduled**

To help prepare undergraduate students for the GRE and encourage successful graduate applications, the Graduate School is hosting multiple GRE boot camps throughout 2018. The format for each boot camp on the Hattiesburg campus will be two, half-day sessions focusing on verbal and quantitative skills sections of the GRE. Sessions at the Gulf Park campus will be full-day Saturday workshops covering the same content. The boot camps will also be available to online students. GRE boot camp instructors will be doctoral students in English and mathematics with experience leading GRE preparatory courses. Each boot camp will be limited to a total of 30 students. A \$50 registration fee will cover the full course. Course materials will be provided at no additional charge. An online registration form for the first boot camp will be available soon. This project is funded through a grant from the Southern Miss Fund. The following is a list of spring sessions:

Hattiesburg campus: McCain Library Rooms 100 and 203

Boot camp 1: Saturday, March 24 and Saturday, March 31, 8:00 a.m. to noon

Boot camp 2: Tuesday, April 10 and Tuesday, April 17, 5:30 p.m. to 9:30 p.m.

Gulf Park campus: Date and location to be announced soon

Boot camps: Saturday, 9:00 a.m. to 4:00 p.m.

### **How to Get into Graduate School: a Panel Discussion**

In this panel discussion aimed at junior and senior USM students, faculty and graduate students will share their graduate school experiences; inform students on the expectations of graduate school; and advise them on developing a resumé that will support a competitive graduate application. Panelists will include: Dr. Hugh

Broome, assistant teaching professor, Department of Chemistry & Biochemistry; Dr. Marcus Coleman, assistant professor, Department of Communication Studies; and Dr. Marek Steedman, associate professor, Department of Political Science, International Development, & International Affairs; along with doctoral students Tanja Nathanael and Samantha Druwellar. Participants are encouraged to bring their own lunch. The Graduate School will provide snacks.

Event date and location: March 21 | 11:00 a.m. – 12:30 p.m. | Thad Cochran Center Room 118A

### **Graduate Student Appreciation Week Coming in April**

During the week of April 2 – 6, graduate students will be honored with professional development and social events to celebrate Graduate Student Appreciation Week. Departments are encouraged to plan an event for their graduate students during this week. A schedule of events will be released soon.

### **Date Change for Susan A. Siltanen Graduate Research Symposium**

Due to a scheduling problem at with the venue, the annual Susan A. Siltanen Graduate Research Symposium has been rescheduled for Thursday, March 29 from 9 a.m. to noon at the Thad Cochran Center (TCC), followed by the awards luncheon at 12:30 p.m. in the TCC ballroom.

Please note: Faculty in all disciplines are needed to judge oral and poster presentations. Please contact Roseanne Scammahorn ([Roseanne.scammahorn@usm.edu](mailto:Roseanne.scammahorn@usm.edu)) if you are available to judge either all or part of the morning.

**Graduate Council Minutes**  
**The University of Southern Mississippi**  
**January 22, 2018**

The Graduate Council met at 3:00 p.m. on January 22, 2018, in McCain Library, Room 203 with Dr. Leisa Flynn, Chair of the Graduate Council, presiding.

The following voting members were present: Dr. Nell Adkins, Dr. Patrick Biber, Dr. Jeremy Deans, Dr. Brad Dufrene, Dr. Hollie Filce, Dr. Stacey Hall, Dr. Jennifer Lemacks, Dr. Sarah Morgan, Dr. Vanessa Murphree, Dr. Rebecca Newton, Dr. Edward Sayre, Dr. Kyna Shelley, Dr. Heather Stur, Dr. Alan Thompson and Dr. Kimberly Ward.

The following voting members were represented by proxies to constitute a quorum: Dr. Jeanne Gillespie for Dr. Laurel Abreu.

The following non-voting members were present: Dr. Karen Coats, Dr. Douglas Masterson, Mr. Greg Pierce, Dr. Eric Tribunella for Dr. Maureen Ryan and Dr. Kathy Yadrick for Dr. Trent Gould.

The following guests were present: Ms. Desira Bailey, Ms. Linda Bass, Ms. Jennifer Culley, Dr. Cynthia Gaudet, Dr. Lilian Hill, Ms. Kathryn Lowery, Ms. Dawn Porter and Dr. Jennifer Walker.

1.0 Call to Order

Dr. Flynn called the meeting to order at 3:00 p.m.

2.0 Approval of Minutes

Dr. Flynn presented the November 20, 2017 minutes for approval. Dr. Stur moved and Dr. Dufrene seconded a motion to approve the November 20, 2017 minutes for approval. The motion passed 16-0.

3.0 Adoption of the Consent Agenda

Dr. Flynn presented the consent agenda for approval. Dr. Morgan moved and Dr. Stur seconded a motion to approve the consent agenda. The motion passed 16-0.

3.1 College of Education and Psychology

*Department of Child and Family Studies*

Council approved the modification of FAM 651.

*Department of Educational Research and Administration*

Council approved the modifications of REF 718, HE 612, HE 615, HE 639, HE 654, and HE 743.

3.2 College of Science and Technology

*School of Computing*

Council approved the modification of CSC 510.

#### 4.0 Adoption of January 2018 Agenda

Dr. Flynn presented the agenda for approval. Dr. Sayre moved and Dr. Filce seconded a motion to approve the agenda. The motion passed.

#### 4.1 College of Arts and Letters

##### *Department of History*

Dr. Flynn presented the request to modify the History (War and Society) MA degree. Dr. Adkins moved and Dr. Stur seconded a motion to approve the modification of the History (War and Society) MA degree.

The motion passed 15-1.

Dr. Flynn presented the request to modify the History (United States) MA degree. Dr. Dufrene moved and Dr. Lemacks seconded a motion to approve the modification of the History (United States) MA degree. The motion passed 15-1.

Dr. Flynn presented the request to modify the History (United States and War and Society) and Library and Information Science dual MA degree. Dr. Morgan moved and Dr. Deans seconded a motion to approve the modification of the History (United States and War and Society) and Library and Information Science dual MA degree. The motion passed 15-1.

#### 4.2 College of Education and Psychology

##### *Department of Educational Research and Administration*

Dr. Flynn presented the request to modify the Education (Research, Evaluation, Statistics, and Assessment) Ph.D. program. Dr. Adkins moved and Dr. Murphree seconded a motion to approve the modification of the Education (Research, Evaluation, Statistics, and Assessment) Ph.D. program. The motion passed 16-0.

Dr. Flynn presented the request to modify the Higher Education (Student Affairs) M.Ed. program. Dr. Filce moved and Dr. Sayre seconded a motion to approve the modification of the Higher Education (Student Affairs) M.Ed. program. The motion passed 16-0.

Dr. Flynn presented the request to modify the Higher Education Administration Ph.D. program. Dr. Sayre moved and Dr. Stur seconded a motion to approve the modification of the Higher Education Administration Ph.D. program. The motion passed 16-0.

##### *Department of Psychology*

Dr. Flynn presented the request to add PSY 716. Dr. Gillespie moved and Dr. Dufrene seconded a motion to approve the addition of PSy 716. The motion passed 16-0.

Dr. Flynn presented the request to modify the Psychology (Counseling Psychology) Ph.D. program. Dr. Adkins moved and Dr. Stur seconded a motion to approve the modification of the Psychology (Counseling Psychology) Ph.D. program. The motion passed 16-0.

- 4.3 College of Health  
*Department of Speech and Hearing Sciences*  
Dr. Flynn presented the request to modify the Speech and Hearing Sciences (Speech Language Pathology) MS program. Dr. Gillespie moved and Dr. Shelley seconded a motion to approve the modification of the Speech and Hearing Sciences (Speech Language Pathology) MS program. The motion passed 16-0.
- 4.4 College of Science and Technology  
*Division of Marine Science*  
Dr. Flynn presented the request to add MAR 674. Dr. Stur moved and Dr. Morgan seconded a motion to approve the addition of MAR 674. The motion passed 16-0.
- Department of Human Capital Development*  
Dr. Flynn presented the request to move the Instructional Technology Design Ph.D. program to the Human Capital department. Dr. Filce moved and Dr. Gillespie seconded a motion to approve the move of the Instructional Technology Design Ph.D. program to the Human Capital department.  
The motion passed 16-0.
- School of Computing*  
Dr. Flynn presented the request to add CSC 540. Dr. Thompson moved and Dr. Stur seconded a motion to table the addition of CSC 540. The motion passed 16-0. Council requested the department clarify the grading of the research component and provide an undergraduate syllabus.
- Dr. Flynn presented the request to add CSC 541. Dr. Newton moved and Dr. Stur seconded a motion to table the addition of CSC 541. The motion passed 16-0. Council requested the department clarify the grading of the research component and provide an undergraduate syllabus.
- 5.0 Officers Report
- 5.1 Chair – Dr. Leisa Flynn  
No report.
- 5.2 Chair-Elect – Dr. Heather Stur  
No report.
- 6.0 Standing Committee Reports
- 6.1 Bylaws Committee – Dr. Heather Stur  
No report.
- 6.2 Credentials Committee – Dr. Ward Sayre  
Dr. Sayre submitted the Credentials report for January 2018 for approval. The report was approved. (see attached)
- 6.3 Election Committee – Dr. Chaoyang Zhang  
No report.
- 6.4 Policies and Procedures Committee – Dr. Sarah Morgan  
No report.

- 6.5 Program Review Committee – Dr. Kyna Shelley  
No report.
- 7.0 Liaisons to University Committees
  - 7.1 Assessment Committee- Dr. Heather Stur  
No report.
  - 7.2 Online Learning Steering Committee – Dr. Jennifer Lemacks  
No report.
- 8.0 New Business
  - 8.1 Dean’s Report  
Dr. Coats presented a report to Council. (See attached)
- 9.0 Announcements
- 10.0 Adjournment  
The meeting was adjourned. The next meeting is scheduled for February 19, 2018 at 3:00. The deadline for submitting materials to the Graduate School for the Agenda is Friday, February 9, 2018.



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Greg Pierce, Recording Secretary

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Dr. Leisa Flynn, Chair

**GRADUATE MINUTES COURSE/PROGRAM/POLICY SUMMARY**  
**January 22, 2018**

**College of Arts and Letters**

*Department of History*

- Modify: History (War and Society) MA degree program.  
Effective fall 2018. (see attached)
- Modify: History (United States) MA degree program.  
Effective fall 2018. (see attached)
- Modify: History (United States and War and Society) and Library and  
Information Science dual MA degree program.  
Effective fall 2018. (see attached)

**College of Education and Psychology**

*Department of Child and Family Studies*

- Modify: FAM 651 Parents and Children: Problem Resolution.
- To: FAM 651 Family Therapy with Children and  
Adolescents. CIP code and course  
description. Effective fall 2018.

*Department of Educational Research and Administration*

- Modify: REF 718 Practicum in Educational Research.  
Lecture. No repeats.
- To: REF 718 Practicum in Educational Research.  
Practicum. 3 repeats. Effective fall 2018.
- Modify: HE 612 Helping and Counseling Skills in Student  
Affairs Practice.  
Face to face format.
- To: HE 612 Helping Skills in Student Affairs Practice.  
Face to face and online correspondence format  
Course description. Effective fall 2018.
- Modify: HE 615 The American College Student.  
Face to face format.

- To: HE 615 The American College Student.  
Face to face and online correspondence format  
Effective fall 2018.
- Modify: HE 639 Foundations of Student Affairs Administration.  
Face to face format.
- To: HE 639 Foundations of Student Affairs Administration.  
Face to face and online correspondence format  
Effective fall 2018.
- Modify: HE 654 Supervised Practice in Student Affairs Administration.  
Face to face format.
- To: HE 654 Supervised Practice in Student Affairs Administration.  
Face to face and online correspondence format  
Effective fall 2018.
- Modify: HE 743 Student Development Theory and Research.  
Face to face format.
- To: HE 743 Student Development Theory and Research.  
Face to face and online correspondence format  
Effective fall 2018.
- Modify: EDA 730 Media Skills for Successful School Community Relations.  
Face to face format.
- To: EDA 730 Media Skills for Successful School Community Relations.  
Face to face and online correspondence format  
Effective fall 2018.
- Modify: Education (Research, Evaluation, Statistics and Assessment) Ph.D. degree program. Effective fall 2018. (see attached)
- Modify: Higher Education (Student Affairs) M.Ed. degree program. Online delivery format. Effective fall 2018. (see attached)
- Modify: Higher Education Administration Ph.D. degree program. Effective fall 2018. (see attached)

Add: PSY 716 The Psychology of Cognition and Emotion.  
3 hours. Effective fall 2018.

Modify: Psychology (Counseling Psychology) M.S. degree program.  
Effective fall 2018. (see attached).

**College of Health**

*Department of Speech and Hearing Sciences*

Modify: Speech and Hearing Sciences (Speech Language Pathology) M.S.  
degree program.  
Effective summer 2018. (see attached).

**College of Science and Technology**

*Division of Marine Science*

Add: MAR 674 Marine Ecosystem and Biogeochemical  
Modeling.  
3 hours. Effective fall 2018.

*Department of Human Capital Development*

Modify: Instructional Technology and Design M.S. degree program.  
(Located in Department of Curriculum, Instruction and Special  
Education.)

To: Instructional Technology and Design M.S. degree program.  
(Relocated to Department of Human Capital Development.)

Modify: Instructional Technology and Design Ph.D. degree program.  
(Located in Department of Curriculum, Instruction and Special  
Education.)

To: Instructional Technology and Design Ph.D. degree program.  
(Relocated to Department of Human Capital Development.)

*School of Computing*

Modify: CSC 510 Operating Systems and Multiprocessing.

To: CSC 510 Parallel Computing.  
Course description. Effective summer 2018.

**Tabled: CSC 540 Client Side Web Programming.**

**Tabled: CSC 541 Web Server Side Programming.**

DATE: January 22, 2018  
 TO: Graduate Council  
 FM: Graduate Credentials  
 Committee  
 RE: Graduate Faculty  
 Recommendations

<b>Name</b>	<b>Department</b>	<b>Recommendation Status</b>
<b>Associate Level 1</b>		
Hedgepath, Marlana P.	Leadership & Advanced Nursing Practice	A1
Lyles, Renee	Leadership & Advanced Nursing Practice	A1
McNichol, Lauren M.	Speech and Hearing Sci.	A1
Morgan, Lisa D.	Leadership & Advanced Nursing Practice	A1
Sweeten, Tinora	Anthropology & Sociology	A1
Sweigart, Diana P.	Curriculum, Instruction, & Special Education	A1
Wright, Matthew J.	Music	A1
<b>Associate Level 2</b>		
Stuart, Tony	Geography & Geology	A2
Wigginton, Michael P.	Criminal Justice	A2
<b>Associate Level 3</b>		
Diercks, Arne-Roland	Ocean Science & Technology	A3
Porch, Clarence E.	Ocean Science & Technology	A3
van Norden, Maxim F.	Ocean Science & Technology	A3
Wells, David E.	Ocean Science & Technology	A3
<b>Regular Level 1</b>		
<b>Regular Level 2</b>		
<b>Regular Level 3</b>		
Hayhurst, David T.	Chemistry & Biochemistry	R3
Koh, Wonryull	Computing	R3
Li, Bo	Computing	R3
Zhou, Weihua	Computing	R3
Credentials Committee		



**Graduate Council Minutes**  
**The University of Southern Mississippi**  
**March 19, 2018**

The Graduate Council met at 3:00 p.m. on March 19, 2018, in McCain Library, Room 203 with Dr. Leisa Flynn, Chair of the Graduate Council, presiding.

The following voting members were present: Dr. Jeremy Deans, Dr. Brad Dufrene, Dr. Hollie Filce, Dr. YanLin Guo, Dr. Stacey Hall, Dr. Vanessa Murphree, Dr. Rebecca Newton, Dr. Edward Sayre, Dr. Kyna Shelley, Dr. Heather Stur, Dr. Alan Thompson, and Dr. Kimberly Ward.

The following voting members were represented by proxies to constitute a quorum: Dr. Bill Odom for Dr. Laurel Abreu, Dr. YanLin Guo for Dr. Sarah Morgan and Dr. Leisa Flynn for Dr. Dana Fennel.

The following non-voting members were present: Dr. Karen Coats, Dr. Eric Tribunella for Dr. Maureen Ryan and Dr. Kathy Yadrick for Dr. Trent Gould.

The following guests were present: Ms. Desira Bailey, Ms. Tracy Barnhill, Dr. Steven Cloud, Ms. Jennifer Culley, Ms. Kathryn Lowery, Ms. Dawn Porter and Ms. Elizabeth Shoemake.

- 1.0 Call to Order  
Dr. Flynn called the meeting to order at 3:00 p.m.
- 2.0 Approval of Minutes  
Dr. Flynn presented the February 19, 2018 minutes for approval. Dr. Stur moved and Dr. Deans seconded a motion to approve the February 19, 2018 minutes for approval. The motion passed 14-0.
- 3.0 Adoption of the Consent Agenda  
Dr. Flynn presented the consent agenda for approval. Dr. Coats requested items 3.2.1.1 and 3.2.1.2 be removed and placed in the regular agenda. Dr. Sayre moved and Dr. Shelley seconded a motion to approve the modified consent agenda. The motion passed 14-0.
  - 3.1 College of Education and Psychology  
*Department of Curriculum, Instruction and Special Education*  
Council approved the modifications of the Secondary Teacher Education (Alternate Route) MAT program and the Teach MS Institute certificate program.
  - 3.2 College of Health  
*Department of Speech and Hearing Sciences*  
Council approved the modifications of SHS 516 and SHS 519.
  - 3.3 College of Nursing  
*School of Leadership and Advanced Nursing Practice*  
Council approved the modification of NSG 668.

#### 4.0 Adoption of March 2018 Agenda

Dr. Flynn presented the agenda for approval. Dr. Ward moved and Dr. Deans seconded a motion to approve the agenda. The motion passed.

##### 4.1 College of Health

###### *Department of Public Health*

Dr. Flynn presented the request to modify DPH 625. Dr. Sayre moved and Dr. Ward seconded a motion to approve the modification of DPH 625. The motion passed 14-0.

###### *Department of Nutrition and Food Systems*

Dr. Flynn presented the request to delete the Management of Child Nutrition certificate program. Dr. Stur moved and Dr. Thompson seconded a motion to approve the deletion of the Management of Child Nutrition certificate program. The motion passed 14-0.

Dr. Flynn presented the request to delete the Nutrition and Food Systems (Management of Child Nutrition) MS program. Dr. Stur moved and Dr. Thompson seconded a motion to approve the deletion of the Nutrition and Food Systems (Management of Child Nutrition) MS program. The motion passed 14-0.

###### *Department of Speech and Hearing Sciences*

Dr. Flynn presented the request to delete SHS 513. Dr. Dufrene moved and Dr. Ward seconded a motion to approve the deletion of SHS 513. The motion passed 14-0.

Dr. Flynn presented the request to delete SHS 650. Dr. Stur moved and Dr. Deans seconded a motion to approve the deletion of SHS 650. The motion passed 14-0.

Dr. Flynn presented the request to modify the Speech and Hearing Sciences (Speech Language Pathology) MS program. Dr. Dufrene moved and Dr. Murphree seconded a motion to approve the modification of the Speech and Hearing Sciences (Speech Language Pathology). The motion passed 14-0.

#### 5.0 Officers Report

##### 5.1 Chair – Dr. Leisa Flynn

No report.

##### 5.2 Chair-Elect – Dr. Heather Stur

No report.

#### 6.0 Standing Committee Reports

##### 6.1 Bylaws Committee – Dr. Heather Stur

Dr. Stur presented the Bylaws Committee report. The report was approved. (see attached).

##### 6.2 Credentials Committee – Dr. Ward Sayre

Dr. Sayre submitted the Credentials report for March 2018 for approval. The report was approved. (see attached)

- 6.3 Election Committee – Dr. Zhaoxian Zhou  
No report.
- 6.4 Policies and Procedures Committee – Dr. Sarah Morgan  
No report.
- 6.5 Program Review Committee – Dr. Kyna Shelley  
No report.
- 7.0 Liaisons to University Committees
  - 7.1 Assessment Committee- Dr. Heather Stur  
No report.
  - 7.2 Online Learning Steering Committee – Dr. Jennifer Lemacks  
No report.
- 8.0 New Business
  - 8.1 Dean’s Report  
Dr. Coats presented a report to Council. (See attached)
- 9.0 Announcements
- 10.0 Adjournment  
The meeting was adjourned. The next meeting is scheduled for April 16, 2018 at 3:00.  
The deadline for submitting materials to the Graduate School for the Agenda is Friday, April 6, 2018.

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Greg Pierce, Recording Secretary

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Dr. Leisa Flynn, Chair

**GRADUATE MINUTES COURSE/PROGRAM/POLICY SUMMARY**  
**March 19, 2018**

**College of Education and Psychology**

*Department of Curriculum, Instruction and Special Education*

- Modify: Secondary Teacher Education (Alternate Route) MAT program.  
Online delivery format.  
Effective fall 2018.
- Modify: Teach Mississippi Institute TMI certificate program.  
Online delivery format.  
Effective fall 2018.

**College of Health**

*Department of Public Health*

- Modify: DPH 625 Health Administration.  
Face to face format.
- To: DPH 625 Health Administration.  
Face to face and online correspondence format  
Effective fall 2018.

*Department of Nutrition and Food Systems*

- Delete: Management of Child Nutrition certificate program.  
Effective summer 2018. (see attached).
- Delete: Nutrition and Food Systems (Management of Child Nutrition)  
M.S. degree program.  
Effective summer 2018. (see attached).

*Department of Speech and Hearing Sciences*

- Modify: SHS 516 Adult Aphasia and Related Problems.
- To: SHS 516 Adult Neurogenics.  
Effective fall 2018.
- Modify: SHS 519 Organics Speech Disorders.
- To: SHS 519 Organics and Voice and Resonance Disorders.  
Course description. Effective fall 2018.
- Delete: SHS 513 Voice Disorders.  
Effective fall 2018.

Delete: SHS 650 Traumatic Brain Injury and Communication Disorders.  
Effective fall 2018.

Modify: Speech and Hearing Sciences (Speech Language Pathology) M.S.  
degree program.  
Effective fall 2018. (see attached).

**College of Nursing**

Modify: NSG 668 Family Nurse Practitioner Diagnosis and Management Women and Children and Adolescents.

To: NSG 668 Family Nurse Practitioner Diagnosis and Management Women and Children and Adolescents.  
Course description. Effective fall 2018.

DATE: March 19, 2018		
TO: Graduate Council		
FM: Graduate Credentials Committee		
RE: Graduate Faculty Recommendations		
<b>Name</b>	<b>Department</b>	<b>Recommendation Status</b>
	<b>Associate Level 1</b>	
	<b>Associate Level 2</b>	
Hendon, Jill M.	Coastal Sciences	A2
	<b>Associate Level 3</b>	
	<b>Regular Level 1</b>	
	<b>Regular Level 2</b>	
	<b>Regular Level 3</b>	
Carey, Craig	English	R3
Dixon, Clifton V.	Geography & Geology	R3
Hiroji, Anand D.	Ocean Science & Technology	R3
Credentials Committee		
Dr. Edward Sayre, Chair		

**Appendix 16: Intent to Offer, Modify, or Delete Certificate\* Program  
(Submit Appendix 16 in both PDF and Word Document Formats)**

<b>Institution: The University of Southern Mississippi</b>		
<b>Date of Implementation:</b> 9/27/2004 – USM Approval 11/26/2012 – IHL Inventory	<b>Six Digit CIP Code:</b>  19.0501	<b>Total Credit Hours:</b>  12
<b>Program Title as will Appear on Academic Program Inventory:</b> Management of Child Nutrition Programs (GR) CP20		<input type="checkbox"/> Offer <input type="checkbox"/> Modify <input checked="" type="checkbox"/> Delete
<b>Responsible Academic Unit(s):</b> Nutrition & Food Systems	<b>Institutional Contact:</b> <b>Phone:</b> <b>Email:</b>	
<b>Vocational Certificate:</b>	<b>Credit Bearing Program:</b>	<b>Title IV Financial Aid Eligible:</b>
<input checked="" type="checkbox"/> Yes	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> Yes
<input type="checkbox"/> No	<input type="checkbox"/> No	<input checked="" type="checkbox"/> No
<b>Which of the following best describes the certificate program:</b>		
	Pre-Baccalaureate (Less than 1 Year)	Undergraduate program with duration less than one academic year; designed for completion in less than 30 credit hours
	Pre-Baccalaureate (At Least 1 Year)	Undergraduate program with duration at least 1 year; designed for completion in at least 30 hours; does not meet requirements for Associate's or Bachelor's degrees
<b>X</b>	Post-Baccalaureate	Program designed beyond the baccalaureate degree but does not meet the requirements for a master's degree
	Post-Master's	Program designed beyond the master's degree but does not meet the requirements for a doctoral degree
	Other	Other certificate program not meeting one of the four criteria above.
<b>Program Summary:</b> The Management of Child Nutrition Programs (GR) certificate was developed to respond to the need for qualified individuals in the National School Lunch Program. The certificate was intended to allow for both continuing education opportunities and to establish an employee as qualified to assume management positions within the program. The graduate certificate targeted individuals who wanted to attain the certificate while concurrently completing a graduate degree. Enrollments have remained flat, with the exception of a slight increase in 2015. The current faculty do not have the expertise to teach all of the required courses in the curriculum nor supervise graduate research projects, and adjuncts are routinely used to deliver the curriculum.		
_____ <b>Institutional Contact Signature</b>		_____ <b>Date</b>
_____ <b>Chief Academic Officer Signature</b>		_____ <b>Date</b>
*Certificate programs added to the Academic Program Inventory must be credit-bearing and be vocational in nature with some		

**Plan of Study: Master of Science in Speech & Hearing Sciences (Speech-Language Pathology) 55-58 Hours Minimum**

Required

Name & e-mail & telephone	Student ID	Admit Term	Completion Term	Admit Type	Advisor & telephone
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Coursework:	Hours	Term Will Take	Hours Taken	Substitution	Transfer Courses- only 6 hrs*	Grade	Milestones (in order of completion)
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55 Hours Minimum Required: 49 Hours

SHS 516	3						Plan of Study Form Submitted to Graduate School
SHS 518	3						Check Deadlines
SHS 519	3						Responsible Conduct of Research Training
SHS 601	3						*Transfer Transcripts Received (List as on Transcript in Graduate School at least 1 month before graduation)
SHS 642	3						18 hours of coursework at 600 level or higher
SHS 643	3						No Incomplete Grades
SHS 644	3						3.0 GPA required for graduation
SHS 646	3						Application for Degree to be Filed in Graduate School at least one semester before planned graduation
SHS 648	3						Comprehensive Exam
SHS 702	3						Exit Survey
SHS 712	3						
SHS 716	3						
SHS 719	3						
<b>hours</b>	<b>39</b>						

**Practicums**

SHS 687	12
SHS 694	4
SHS 695	5
<b>hours</b>	<b>21</b>

**Thesis (optional)**

SHS 698	6
<b>hours</b>	<b>6</b>

**Total Hours: 60**

**Signatures:**  
Student\*

Advisor\*

Director/Chair

Date  
Completed

## Graduate Council Bylaws Committee Report

February 27, 2018

Heather Stur, chair  
Patrick Biber  
Kimberly Ward

The Bylaws Committee convened via e-mail to amend the bylaws regarding the meeting in which we elect a chair-elect.

At the top of p. 3 of the bylaws, under b. Chair-Elect, it states that the Council elects a Chair-Elect during the April meeting

The Bylaws Committee voted unanimously to change "April" to "March" since the last Graduate Council meeting for the academic year is in April.

The revised text should read: "The Chair-Elect is elected by secret ballot during the March meeting."

The Bylaws Committee also voted unanimously to change the Graduate Council's optional final meeting from June to May.

On p. 3 of the bylaws, under ARTICLE VI, Meetings, Section 1. Regular Meetings -- "The Council will meet in June if the Chair calls a meeting."

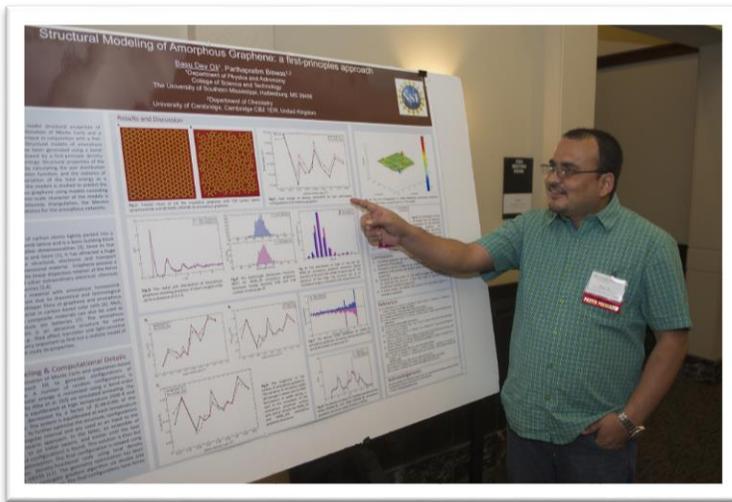
The Bylaws Committee voted unanimously to change "June" to "May."

The revised text should read: "The Council will meet in May if the Chair calls a meeting."

# GRADUATE DEAN'S REPORT: INFORMATION AND UPDATES FROM THE GRADUATE SCHOOL

Spring 2018/March

## UPCOMING GRADUATE SCHOOL EVENTS FOCUS ON STUDENTS



### Susan A. Siltanen Graduate Research Symposium to Showcase Research

Nearly one hundred graduate students will compete for prizes for best poster or oral presentations at the 2018 Susan A. Siltanen Graduate Research Symposium on Thursday, March 29. The event will be held in the Thad Cochran Center from 9:00 a.m. to noon. The symposium provides an opportunity for students to gain valuable experience presenting their thesis, capstone project, or dissertation research, and allows the university community the opportunity to hear about the outstanding and

innovative research happening at USM. Faculty, staff, and students are invited to attend the symposium.

### Graduate Students to be Celebrated during Graduate Student Appreciation Week

Envisioned by three members of the National Association of Graduate-Professional Students (NAGPS), Graduate & Professional Student Appreciation Week began in 1993 as a way to “physically manifest support and appreciation of the contributions, impact, and value of graduate students” (<http://nagps.org/about-us/graduate-professional-appreciation-week/>), and the celebration has



continued nation-wide during the first week of April each year ever since. Southern Miss will again join universities across the United States in celebrating the contributions of our graduate students to the teaching, research, creative activities, outreach, and service mission of our university during Graduate Student Appreciation Week, April 2 – 6. Partnering with University Libraries, the Office of Research Administration, and the Office of Undergraduate Scholarships, the Graduate School is sponsoring a series of professional development workshops to assist graduate students in research and academic pursuits, along with promotional and social events to showcase graduate student accomplishments and provide networking opportunities. Graduate students and faculty are invited to attend the following workshops and events:

## **Monday, April 2**

Noon-1 p.m.

Workshop: *Using Interlibrary Loan Effectively*

Instructor: Nadine Phillips, Assistant Teaching Professor and Interlibrary Loan Librarian

Location: Cook Library Room 110

## **Tuesday, April 3**

10:00-11:00 a.m.

Workshop: *Grant Proposal Writing for Graduate Students*

Instructor: Marcia Landen, Associate Vice President for Research

Location: Cook Library Room 123. IVN to the coast is available if students express interest by contacting Desira Bailey at [desira.l.bailey@usm.edu](mailto:desira.l.bailey@usm.edu) no later than noon on Monday, April 2.

12:15-1:15 p.m.

Workshop: *Managing Your Scholarly Identity*

Instructor: Tracy Englert, Associate Professor and Science & Technology Librarian

Location: Cook Library Room 110

2:00-4:00 p.m.

Recognition and Social Event: *Graduate Student Hall of Fame Portrait Unveiling and Open House*

Led by Dr. Karen S. Coats, Dean of the Graduate School

Location: McCain Library 2<sup>nd</sup> Floor

## **Wednesday, April 4**

Noon-1 p.m.

Workshop: *Designing a Winning Poster Presentation*

Instructor: Michele Frasier-Robinson, Assistant Professor and Education & Psychology Librarian

Location: Cook Library Room 110

Noon-1:30 p.m.

Social/Networking Event: *Graduate Student Luncheon and Q&A with the Dean* (for Gulf Coast graduate students)

Led by Dr. Karen S. Coats, Dean of the Graduate School

Location: University Club, Hardy Hall, Gulf Park Campus

## **Thursday, April 5**

12:15-1:15 p.m.

Workshop: *Citation Management Tools*

Instructor: Adrienne McPhaul, Assistant Professor and Science, Health & Nursing Librarian

Location: Gulf Coast Library Room 204

12:15-1:15 p.m.

Workshop: *Introduction to the Fulbright Student Program*

Instructor: Robyn Curtis, Program Director for Nationally Competitive Scholarships

Location: McCain Library Room 203

2:00-3:00 p.m.

Workshop: *Using Thesis/Dissertation Templates and Aquila*

Instructors: Josh Cromwell, Institutional Repository Coordinator, University Libraries; and Michaela Donohue, Communications and Documents Specialist, Graduate School

Location: Cook Library Room 123

## **Friday, April 6**

8:00-10:00 a.m.

Social/Networking Event: *First Friday Donuts and Coffee*

Location: McCain Library 2<sup>nd</sup> floor

Noon-1 p.m. Cook Library Room 110

Workshop: *Citation Management Tools*

Instructor: Elena Azadbakht, Assistant Professor and Health & Nursing Librarian

Location: Cook Library Room 110

## **CALL FOR APPLICATIONS FOR THE 2018-19 PROFESSIONALS IN PREPARATION PROGRAM**

Professionals in Preparation is a professional development program sponsored by the Graduate School designed to assist students in developing the “transferable skills” which provide a competitive edge in the job market and career advancement. The program introduces graduate students to effective communication, interviewing skills, business and dining etiquette, leadership, scholarly ethics and integrity, and more. Master’s, specialist, and doctoral students are encouraged to apply to become part of the academic year 2018-19 cohort. Information about the program and a link to the application form is located on the Graduate School website at <https://www.usm.edu/graduate-school/professionals-preparation>. Applications are due by noon, Friday, April 12.

## **ANNOUNCING GRADUATE RECRUITMENT SUMMIT FOR PROGRAM ADMINISTRATORS**

Directors, program chairs, and graduate coordinators, please mark your calendars and plan to attend the upcoming Graduate Recruitment Summit. The purpose of the Summit is to:

- Promote innovative recruitment strategies by sharing both successful and failed initiatives with members of the graduate recruitment community
- Identify best practices for graduate recruitment
- Assemble a graduate recruitment advisory board who will continue to disseminate information about successes and strategize for future initiatives

Event date and location: May 15 | 11 a.m. – 1:00 p.m. | Thad Cochran Center Room 218 A-B

Electronic invitations will be sent in the near future.

## **ADDITIONAL PROFESSIONAL DEVELOPMENT OPPORTUNITIES FOR STUDENTS**

### **Spring 2018 GRE Boot Camps**

To help prepare undergraduate students for the GRE and encourage successful graduate applications, the Graduate School is hosting multiple GRE boot camps throughout 2018. The format for each boot camp on the Hattiesburg campus will be two, half-day sessions focusing on verbal and quantitative skills sections of the GRE. Sessions at the Gulf Park campus will be full-day Saturday workshops covering the same content. The boot camps will also be available to online students. GRE boot camp instructors will be doctoral students in English and

mathematics with experience leading GRE preparatory courses. Each boot camp will be limited to a total of 30 students. A \$50 registration fee will cover the cost of the full course. Course materials will be provided at no additional charge. This project is funded through a grant from the Southern Miss Fund. The following is a list of spring sessions scheduled on the Hattiesburg campus. All sessions will be held in McCain Library Rooms 100 and 203. Additional workshops will be held on the Gulf Park campus at a later dates, and more will follow during the summer and fall semesters.

Boot camp 1: Saturday, March 24 and Saturday, March 31, 8:00 a.m. to noon

Boot camp 2: Tuesday, April 10 and Tuesday, April 17, 5:30 p.m. to 9:30 p.m.

## **How to Get into Graduate School: a Panel Discussion**

In this panel discussion aimed at junior and senior USM undergraduate students, faculty and graduate students will share their graduate school experiences; inform students on the expectations of graduate school; and advise them on developing a resumé that will support a competitive graduate application. Panelists will include: Dr. Karen Coats, Dean of the Graduate School; Dr. Hugh Broome, assistant teaching professor, Department of Chemistry & Biochemistry; Dr. Marcus Coleman, assistant professor, Department of Communication Studies; and Dr. Marek Steedman, associate professor, Department of Political Science, International Development, & International Affairs; along with doctoral students Tanja Nathanael and Samantha Druwellar. Participants are encouraged to bring a brown bag lunch. The Graduate School will provide snacks.

Event date and location: March 21 | 11:00 a.m. – 12:30 p.m. | Thad Cochran Center Room 118A

## **GRADUATE SCHOOL POLICY/PROCEDURE UPDATES**

### **Graduate Council Affirms Master's En Route to Ph.D. Policy**

In the February meeting of Graduate Council, members unanimously affirmed a proposal brought forward by the Policies and Procedures subcommittee to establish a master's en route to Ph.D. policy, and the new proposal was approved by Provost Steven Moser. The new policy reads as follows: "Doctoral programs may elect to confer the master's degree en route to the Ph.D. after a student completes thirty hours of graduate courses in the discipline with a GPA of 3.0 and good academic standing; passes a comprehensive examination; meets any other requirements specific to the program; and obtains approval of the graduate committee."

### **Graduate Enrollment Deadline Enacted**

In consultation with the Registrar and with approval by Provost Steven Moser, a deadline for graduate students to enroll in coursework was enacted. The following statement was included in the Graduate Bulletin.

"Graduate students must be enrolled in coursework by the tenth day of class each fall and spring semester. It will be assumed graduate students who have not enrolled by the 10th day of class elected not to enroll, and they will be required to apply for readmission and responsible for all fees associated with readmission. This policy excludes eight week two (8W2) courses. However, students who fail to enroll in 8W2 courses according to the standard fee schedule remain subject to late enrollment fees."

## **Doctoral Diplomas to be Distributed by Registrar**

Beginning this spring semester, the Graduate School will no longer distribute diplomas to doctoral graduates. Instead, the registrar's office will mail doctoral diplomas, and graduates should expect to receive them within six to eight weeks after commencement. This change in practice will allow graduate degree auditors adequate time to clear doctoral students for graduation and post degrees prior to issuing the diploma, and it will eliminate the potential for errors associated with additional handling of diplomas. This change applies to doctoral graduates on all USM campuses.

**Graduate Council Minutes**  
**The University of Southern Mississippi**  
**November 20, 2017**

The Graduate Council met at 3:00 p.m. on November 20, 2017, in McCain Library, Room 203 with Dr. Leisa Flynn, Chair of the Graduate Council, presiding.

The following voting members were present: Dr. Laurel Abreu, Dr. Nell Adkins, Dr. Patrick Biber, Dr. Jeremy Deans, Dr. Dana Fennell, Dr. Hollie Filce, Dr. Stacey Hall, Dr. Jennifer Lemacks, Dr. Sarah Morgan, Dr. Vanessa Murphree, Dr. Rebecca Newton, Dr. Edward Sayre, Dr. Kyna Shelley, Dr. Heather Stur, Dr. Alan Thompson, Dr. Kimberly Ward and Dr. Zhaoxian Zhou.

The following non-voting members were present: Dr. Karen Coats, Dr. Douglas Masterson, Dr. Eric Tribunella for Dr. Maureen Ryan, Dr. Kathy Yadrick for Dr. Trent Gould and Ms. Rachel Young.

The following guests were present: Ms. Desira Bailey, Ms. Tracy Barnhill, Dr. Janie Butts, Dr. Steve Cloud, Ms. Jennifer Culley, Mr. Mark Ferguson, Dr. Lilian Hill, Dr. Tom Hutchinson, Dr. Ann Marie Kinnell, Ms. Kathryn Lowery, Dr. Chad Miller, Dr. Elaine Molaison, Ms. Dawn Porter, Dr. Jennifer Walker and Dr. Jerry Wiggert.

- 1.0 Call to Order  
Dr. Flynn called the meeting to order at 3:00 p.m.
- 2.0 Approval of Minutes  
Dr. Flynn presented the October 16, 2017 minutes for approval. Dr. Abreu moved and Dr. Sayre seconded a motion to approve the October 16, 2017 minutes for approval. The motion passed.
- 3.0 Adoption of the Consent Agenda  
Dr. Flynn presented the consent agenda for approval. Dr. Shelley moved and Dr. Thompson seconded a motion to approve the consent agenda. The motion passed.
  - 3.1 College of Arts and Letters  
*Department of Anthropology and Sociology*  
Council approved the modification of SOC 505.
  - 3.2 College of Business  
*Department of Economic Development, Tourism and Sport Management*  
Council approved the modifications of ED 646, ED 701, ED 722, ED 789 and ED 791.
  - 3.3 College of Education and Psychology  
*Department of Educational Research and Administration*  
Council approved the modifications of EDA 616, EDA 628, EDA 650, EDA 651, EDA 652, EDA 663, EDA 730, EDA 780, EDA 794, EDA 800, HE 711, HE 712, HE 716, HE 794, HE 800, HE 814 and REF 770.

### 3.4 College of Health

#### *Department of Speech and Hearing Sciences*

Council approved the modifications of SHS 610 and SHS 611 and the inactivation of SHS 720.

### 4.0 Adoption of November 2017 Agenda

Dr. Flynn presented the agenda with the following amendments for approval:

- Remove item 4.3.2.1 EDA 794 and item 4.3.2.3 HE 794 and place in consent agenda

Dr. Sayre moved and Dr. Newton seconded a motion to approve the amended agenda. The motion passed.

### 4.1 College of Arts and Letters

#### *Department of Political Science, International Development and International Affairs*

Dr. Flynn presented the request to delete the Political Science MS program. Dr. Filce moved and Dr. Fennell seconded a motion to approve the deletion of the Political Science MS program. The motion passed 18-0.

### 4.2 College of Business

#### *Department of Management and International Business*

Dr. Flynn presented the request to untable MBA 620. Dr. Thompson moved and Dr. Stur seconded a motion to untable the modification of MBA 620. The motion passed. Dr. Stur moved and Dr. Shelley seconded a motion to approve the modification of MBA 620. The motion passed 18-0.

Dr. Flynn presented the request to untable the Masters of Business Administration MBA program. Dr. Sayre moved and Dr. Stur seconded a motion to untable the modification of the Masters of Business Administration MBA program. The motion passed. Dr. Sayre moved and Dr. Abreu seconded a motion to approve the modification of the Masters of Business Administration MBA program. The motion passed 18-0.

Dr. Flynn presented the request to untable the Masters of Business Administration (Sport Event Security Management emphasis) MBA program. Dr. Morgan moved and Dr. Shelley seconded a motion to untable the modification of the Masters of Business Administration (Sport Event Security Management emphasis) MBA program. The motion passed. Dr. Thompson moved and Dr. Adkins seconded a motion to approve the modification of the Masters of Business Administration (Sport Event Security Management emphasis) MBA program. The motion passed 18-0.

#### *Department of Economic Development, Tourism and Sport Management*

Dr. Flynn presented the request to add ED 711. Dr. Morgan moved and Dr. Deans seconded a motion to approve the addition of ED 711. The motion passed 18-0.

Dr. Flynn presented the request to modify the Economic Development MS program. Dr. Abreu moved and Dr. Shelley seconded a motion to approve the modification of the Economic Development MS program. The motion passed 18-0.

Dr. Flynn presented the request to modify the graduate certificate in Economic Development. Dr. Sayre moved and Dr. Stur seconded a motion to approve the modification of the graduate certificate in Economic Development. The motion passed 18-0.

#### 4.3 College of Education and Psychology

##### *Department of Curriculum, Instruction and Special Education*

Dr. Flynn presented the request to modify the Education (Special Education) Ph.D. program. Dr. Shelley moved and Dr. Deans seconded a motion to approve the modification of the Education (Special Education) Ph.D. program. The motion passed 18-0.

Dr. Flynn presented the request to modify the delivery method for the Education (Special Education) Ph.D. program. Dr. Hall moved and Dr. Lemacks seconded a motion to approve the modification of the delivery method for the Education (Special Education) Ph.D. program. The motion passed 18-0.

##### *Department of Educational Research and Administration*

Dr. Flynn presented the request to modify the Education (Educational Administration P-12) Ed.D. program. Dr. Thompson moved and Dr. Stur seconded a motion to approve the modification of the Education (Educational Administration P-12) Ed.D. program. The motion passed 18-0.

Dr. Flynn presented the request to modify the Higher Education Administration Ed.D. program. Dr. Thompson moved and Dr. Stur seconded a motion to approve the modification of the Higher Education Administration Ed.D. program. The motion passed 18-0.

#### 4.4 College of Health

##### *Department of Nutrition and Food Systems*

Dr. Flynn presented the request to modify the Nutrition and Food Systems (Applied Nutrition and Food Systems) MS program. Dr. Sayre moved and Dr. Adkins seconded a motion to approve the modification of the Nutrition and Food Systems (Applied Nutrition and Food Systems) MS program. The motion passed 18-0.

##### *Department of Speech and Hearing Sciences*

Dr. Flynn presented the request to add SHS 603. Dr. Abreu moved and Dr. Lemacks seconded a motion to approve the addition of SHS 603. The motion passed 18-0.

Dr. Flynn presented the request to add SHS 608. Dr. Adkins moved and Dr. Abreu seconded a motion to approve the addition of SHS 608. The motion passed 18-0.

Dr. Flynn presented the request to add SHS 609. Dr. Deans moved and Dr. Stur seconded a motion to approve the addition of SHS 609. The motion passed 18-0.

Dr. Flynn presented the request to modify the Speech and Hearing Sciences (Deaf Education) MS program. Dr. Thompson moved and Dr. Sayre seconded a motion to approve the modification of the Higher Speech and Hearing Sciences (Deaf Education) MS program. The motion passed 18-0.

Dr. Flynn presented the request to inactivate the Speech and Hearing Sciences (Speech Language Pathology) MA program. Dr. Shelley moved and Dr. Lemacks seconded a motion to approve the inactivation of the Speech and Hearing Sciences (Speech Language Pathology) MA program. The motion passed 18-0.

#### 4.5 College of Nursing

##### *School of Leadership and Advanced Nursing Practice*

Dr. Flynn presented the request to modify the Nursing (BSN to Ph.D. Leadership) Ph.D. program. Dr. Stur moved and Dr. Adkins seconded a motion to approve the modification of the Nursing (BSN to Ph.D. Leadership) Ph.D. program. The motion passed 18-0.

Dr. Flynn presented the request to modify the Nursing (Leadership) (post Master's) Ph.D. program. Dr. Stur moved and Dr. Adkins seconded a motion to approve the modification of the Nursing (Leadership) (post Master's) Ph.D. program. The motion passed 18-0.

Dr. Flynn presented the request to modify NSG 839, NSG 841, NSG 843, NSG 845, NSG 847 and NSG 849. Dr. Thompson moved and Dr. Stur seconded a motion to approve the modifications as a group. The motion passed. Dr. Thompson moved and Dr. Sayre seconded a motion to approve the modification of NSG 839, NSG 841, NSG 843, NSG 845, NSG 847 and NSG 849. The motion passed 18-0.

Dr. Flynn presented the request to modify NSG 667L, NSG 669L, and NSG 664L. Dr. Abreu moved and Dr. Stur seconded a motion to approve the modifications as a group. The motion passed. Dr. Stur moved and Dr. Adkins seconded a motion to approve the modification of NSG 667L, NSG 669L, and NSG 664L. The motion passed 18-0.

Dr. Flynn presented the request to modify NSG 631L, NSG 635L, and NSG 634L. Dr. Lemacks moved and Dr. Sayre seconded a motion to approve the modifications as a group. The motion passed. Dr. Stur moved and Dr. Shelley seconded a motion to approve the modification of NSG NSG 631L, NSG 635L, and NSG 634L. The motion passed 18-0.

Dr. Flynn presented the request to modify NSG 852, NSG 853, NSG 818, NSG 821, NSG 832, NSG 825, NSG 828, NSG 813, NSG 829, NSG 827, NSG 792 and NSG 898. Dr. Shelley moved and Dr. Ward seconded a motion to approve the modifications as a group. The motion passed. Dr. Stur moved and Dr. Sayre seconded a motion to approve the modification of NSG 852, NSG 853, NSG 818, NSG 821, NSG 832, NSG 825, NSG 828, NSG 813, NSG 829, NSG 827, NSG 792 and NSG 898. The motion passed 18-0.

#### 4.6 College of Science and Technology

##### *Division of Coastal Sciences*

Dr. Flynn presented the request to modify the Coastal Sciences (Aquaculture) MS program. Dr. Thompson moved and Dr. Stur seconded a motion to approve the modification of the Coastal Sciences (Aquaculture) MS program. The motion passed 18-0.

Dr. Flynn presented the request to modify the Coastal Sciences (Coastal Ecology and Ecosystem Processes) MS program. Dr. Thompson moved and Dr. Stur seconded a motion to approve the modification of the Coastal Sciences (Coastal Ecology and Ecosystem Processes) MS program. The motion passed 18-0.

Dr. Flynn presented the request to modify the Coastal Sciences (Fisheries and Fisheries Oceanography) MS program. Dr. Ward moved and Dr. Hall seconded a motion to approve the modification of the Coastal Sciences (Aquaculture) MS program. The motion passed 18-0.

Dr. Flynn presented the request to modify the Coastal Sciences (Aquaculture) Ph.D. program. Dr. Adkins moved and Dr. Deans seconded a motion to approve the modification of the Coastal Sciences (Aquaculture) Ph.D. program. The motion passed 18-0.

Dr. Flynn presented the request to modify the Coastal Sciences (Coastal Ecology and Ecosystem Processes) Ph.D. program. Dr. Stur moved and Dr. Sayre seconded a motion to approve the modification of the Coastal Sciences (Coastal Ecology and Ecosystem Processes) Ph.D. program. The motion passed 18-0.

Dr. Flynn presented the request to modify the Coastal Sciences (Fisheries and Fisheries Oceanography) Ph.D. program. Dr. Adkins moved and Dr. Stur seconded a motion to approve the modification of the Coastal Sciences (Aquaculture) Ph.D. program. The motion passed 18-0.

##### *Division of Marine Science*

Dr. Flynn presented the request to add MAR 642. Dr. Deans moved and Dr. Sayre seconded a motion to approve the addition of MAR 642. The motion passed 18-0.

#### 5.0 Officers Report

5.1 Chair – Dr. Leisa Flynn  
No report.

5.2 Chair-Elect – Dr. Heather Stur  
No report.

## 6.0 Standing Committee Reports

6.1 Bylaws Committee – Dr. Heather Stur  
No report.

6.2 Credentials Committee – Dr. Ward Sayre  
Dr. Sayre submitted the Credentials report for November 2017 for approval. The report was approved. (see attached)

6.3 Election Committee – Dr. Chaoyang Zhang  
No report.

6.4 Policies and Procedures Committee – Dr. Sarah Morgan  
No report.

6.5 Program Review Committee – Dr. Kyna Shelley  
No report.

## 7.0 Liaisons to University Committees

7.1 Assessment Committee- Dr. Heather Stur  
No report.

7.2 Online Learning Steering Committee – Dr. Jennifer Lemacks  
No report.

## 8.0 New Business

8.1 Leave without Pay Policy for Graduate Students from Human Resources  
Dr. Flynn presented the Leave without Pay Policy for Graduate Student from Human Resources as informational material to Graduate Council. No action was necessary. (see attached)

8.2 Modification of language regarding “Tools” courses in graduate programs.  
Dr. Flynn presented a document requesting the language of “tools” courses in graduate programs be modified. After discussion, Council decided to take no action at this time.

8.3 Dean’s Report  
Dr. Coats presented a report to Council. (See attached)

8.4 Graduate Student Senate Report  
Currently, GSS has 38 current senators. Our meetings take place once or twice a month depending on the significance of the event we are hosting. Typically, I can expect anywhere from 25-30 senators a meeting to be there. Our main objective/goals are to provide all graduate students with a voice to Dr. Coats for all concerns, thoughts, and opinions. The biggest event that we host is the Graduate Student Research Symposium, which will be taking place on April 5, 2018 from 8:00am-1:00pm. We also help out with the 3MT competition, Graduate Student Appreciation Week which will take place on (April 1-6th 2018), and Graduate Orientation. If you have any additional questions, please let me know.

9.0 Announcements

10.0 Adjournment

The meeting was adjourned. The next meeting is scheduled for January 22, 2018 at 3:00. The deadline for submitting materials to the Graduate School for the Agenda is Friday, January 12, 2018.

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Greg Pierce, Recording Secretary

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Dr. Leisa Flynn, Chair

**GRADUATE MINUTES COURSE/PROGRAM/POLICY SUMMARY**  
**November 20, 2017**

**College of Arts and Letters**

*Department of Anthropology and Sociology*

Modify:	SOC 505	<u>Nonprofits and Social Change.</u> Face to face format.
To:	SOC 505	<u>Nonprofits and Social Change.</u> Face to face and online correspondence format Effective spring 2019.

*Department of Political Science, International Development and International Affairs*

Deletion:	Political Science M.S. degree program. Effective fall 2018. (see attached).
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**College of Business**

*Department of Economic Development, Tourism and Sport Management*

Add:	ED 711	<u>Economic Development of Defense Communities.</u> 3 hours. Effective summer 2018.
Modify:	ED 646	<u>Marketing and Business Development.</u>
To:	ED 646	<u>Business Attraction and Retention.</u> Effective fall 2018.
Modify:	ED 701	<u>New Economy.</u>
To:	ED 701	<u>Basic Economy Development.</u> Effective fall 2018.
Modify:	ED 722	<u>Economic Development Theory and Research Methods.</u>
To:	ED 722	<u>Economic Development Data analytics and Theory.</u> Effective summer 2018.
Modify:	ED 789	<u>Capstone.</u>
To:	ED 789	<u>Community Data Analytics.</u> Course description. Effective summer 2018.

Modify: ED 791 Economic Development Internship.  
3 hours.

To: ED 791 Economic Development Mentorship.  
1-3 hours. Course description.  
Effective summer 2018.

Modify: Economic Development MS degree program.  
Effective fall 2018. (see attached)

Modify: Graduate certificate in Economic Development.  
Effective fall 2018 (see attached)

*Department of Management and International Business*

Modify: MBA 620 Global Economy.  
CIP code 52.0201.

To: ED 620 Global Location and Trade.  
CIP code 52.0601. Course description.  
Effective fall 2018.

Modify: Masters of Business Administration MBA degree program.  
Effective fall 2018. (see attached)

Modify: Masters of Business Administration (Sport Event Security  
Management) MBA degree program.  
Effective fall 2018 (see attached)

**College of Education and Psychology**

*Department of Curriculum, Instruction and Special Education*

Modify: Education (Special Education) Ph.D. degree program.  
Effective summer 2018. (see attached).

Modify: Education (Special Education) Ph.D. degree program.  
Offer online/hybrid delivery method. Effective fall 2018.

*Department of Educational Research and Administration*

Modify: EDA 616 Legal Consideration for Leadership.  
Face to face format.

To: EDA 616 Legal Consideration for Leadership.  
Face to face and online correspondence format  
Effective fall 2018.

Modify:	EDA 628	<u>Contextual Dimension of the Principalship.</u> Face to face format.
To:	EDA 628	<u>Contextual Dimension of the Principalship.</u> Face to face and online correspondence format Effective fall 2018.
Modify:	EDA 650	<u>Educational Resources Development and Management.</u> Face to face format.
To:	EDA 650	<u>Educational Resources Development and Management.</u> Face to face and online correspondence format Effective fall 2018.
Modify:	EDA 651	<u>Principal as Resources Manager.</u> Face to face format.
To:	EDA 651	<u>Principal as Resource Manager.</u> Face to face and online correspondence format Effective fall 2018.
Modify:	EDA 652	<u>P-12 Leadership and Environmental Culture.</u> Face to face format.
To:	EDA 652	<u>P-12 Leadership and Environmental Culture.</u> Face to face and online correspondence format Effective fall 2018.
Modify:	EDA 663	<u>Reform for Learning and Accountability in P-12.</u> Face to face format.
To:	EDA 663	<u>Reform for Learning and Accountability in P-12.</u> Face to face and online correspondence format Effective fall 2018.
Modify:	EDA 730	<u>Media Skills for Successful School Community Relations.</u> Face to face format.
To:	EDA 730	<u>Media Skills for Successful School Community Relations.</u> Face to face and online correspondence format Effective fall 2018.

Modify: EDA 780 Educational Leadership Seminar.  
Face to face format.

To: EDA 780 Educational Leadership Seminar.  
Face to face and online correspondence format  
Effective fall 2018.

Modify: EDA 794 Field Problems in Administration I, II III.  
Face to face format.

To: EDA 794 Capstone in Educational Leadership.  
Face to face and online correspondence format  
Course description. Effective fall 2018.

Modify: EDA 800 Seminar: Theories in Educational Organization and Administration.  
Face to face format.

To: EDA 800 Seminar: Theories in Educational Organization and Administration.  
Face to face and online correspondence format  
Effective fall 2018.

Modify: HE 711 History of Higher Education.  
Face to face format.

To: HE 711 History of Higher Education.  
Face to face and online correspondence format  
Effective fall 2018.

Modify: HE 712 The Two-Year College.  
Face to face format.

To: HE 712 The Two-Year College.  
Face to face and online correspondence format  
Effective fall 2018.

Modify: HE 716 Legal Issues in Higher Education.  
Face to face format.

To: HE 716 Legal Issues in Higher Education.  
Face to face and online correspondence format  
Effective fall 2018.

- Modify: HE 800 Higher Education Leadership Theory and Research.  
Face to face format.
- To: HE 800 Higher Education Leadership Theory and Research.  
Face to face and online correspondence format  
Effective fall 2018.
- Modify: HE 814 Organization and Administration of Higher Education.  
Face to face format.
- To: HE 814 Organization and Administration of Higher Education.  
Face to face and online correspondence format  
Effective fall 2018.
- Modify: HE 794 Field Problems in Higher Education I, II III.  
3 repeats. Face to face format.
- To: HE 794 Capstone in Higher Education.  
4 repeats. Face to face and online correspondence  
format. Course description. Effective fall 2018.
- Modify: REF 770 Program Evaluation.  
Face to face format.
- To: REF 770 Program Evaluation.  
Face to face and online correspondence format  
Effective fall 2018.
- Modify: Education (Educational Administration P-12) Ed.D. degree  
program.  
Effective fall 2018. (see attached)
- Modify: Higher Education Administration Ed.D. degree program.  
Online delivery format.  
Effective fall 2018.

### **College of Health**

#### *Department of Nutrition and Food Systems*

- Modify: Nutrition and Food Systems (Applied Nutrition and Food Systems)  
M.S. degree program. Online delivery method.  
Effective summer 2018. (see attached).

*Department of Speech and Hearing Sciences*

Add:	SHS 603	<u>Perspectives in Education for D/HH Children.</u> 1 hour. Effective summer 2018.
Add:	SHS 608	<u>Early Childhood Ed I: Applications D/HH Children.</u> 2 hours. Effective summer 2018.
Add:	SHS 609	<u>Early Childhood Ed II: Applications D/HH Children.</u> 1 hour. Effective summer 2018.
Modify:	SHS 610	<u>Special Topics I.</u>
To:	SHS 610	<u>Hearing Technology &amp; Research with D/HH Children.</u> Course description. Effective summer 2018.
Modify:	SHS 611	<u>Special Topics II.</u>
To:	SHS 611	<u>Collaboration &amp; Ed Transitions for D/HH Children.</u> Course description. Effective summer 2018.
Inactivate:	SHS 720	<u>Research Applications.</u> Effective summer 2019.
Modify:	Speech and Hearing Sciences (Deaf Education) M.S. degree program.	Effective summer 2018. (see attached).
Inactivate:	Speech and Hearing Sciences (Speech Language Pathology) M.A. degree program.	Effective summer 2018. (see attached).

**College of Nursing**

*School of Leadership and Advanced Nursing Practice*

Modify:	Nursing (BSN to Ph.D. Leadership) Ph.D. degree program.	Online delivery format. Effective fall 2018.
Modify:	Nursing (Leadership) (post Master's) Ph.D. degree program.	Online delivery format. Effective fall 2018.

Modify: NSG 839 Anesthesia Practicum I.  
A-F grading basis.

To: NSG 839 Anesthesia Practicum I.  
Pass/Fail grading basis. Effective fall 2018.

Modify: NSG 841 Anesthesia Practicum II.  
A-F grading basis.

To: NSG 841 Anesthesia Practicum II.  
Pass/Fail grading basis. Effective fall 2018.

Modify: NSG 843 Anesthesia Practicum III.  
A-F grading basis.

To: NSG 843 Anesthesia Practicum III.  
Pass/Fail grading basis. Effective fall 2018.

Modify: NSG 845 Anesthesia Practicum IV.  
A-F grading basis.

To: NSG 845 Anesthesia Practicum IV.  
Pass/Fail grading basis. Effective fall 2018.

Modify: NSG 847 Anesthesia Practicum V.  
A-F grading basis.

To: NSG 847 Anesthesia Practicum V.  
Pass/Fail grading basis. Effective fall 2018.

Modify: NSG 849 Anesthesia Practicum VI.  
A-F grading basis.

To: NSG 849 Anesthesia Practicum VI.  
Pass/Fail grading basis. Effective fall 2018.

Modify: NSG 667L Family Nurse Practitioner Practicum I.  
A-F grading basis.

To: NSG 667L Family Nurse Practitioner Practicum I.  
Pass/Fail grading basis. Effective fall 2018.

Modify: NSG 669L Family Nurse Practitioner Practicum II.  
A-F grading basis.

To: NSG 669L Family Nurse Practitioner Practicum II.  
Pass/Fail grading basis. Effective fall 2018.

Modify: NSG 664L Family Nurse Practitioner Internship.  
A-F grading basis.

To: NSG 664L Family Nurse Practitioner Internship.  
Pass/Fail grading basis. Effective fall 2018.

Modify: NSG 631L Family Psychiatric and Mental Health Nurse Practicum I.  
A-F grading basis.

To: NSG 631L Family Psychiatric and Mental Health Nurse Practicum I.  
Pass/Fail grading basis. Effective fall 2018.

Modify: NSG 635L Family Psychiatric and Mental Health Nurse Practicum II.  
A-F grading basis.

To: NSG 635L Family Psychiatric and Mental Health Nurse Practicum II.  
Pass/Fail grading basis. Effective fall 2018.

Modify: NSG 634L Family Psychiatric and Mental Health Nurse Practicum III.  
A-F grading basis.

To: NSG 634L Family Psychiatric and Mental Health Nurse Practicum III.  
Pass/Fail grading basis. Effective fall 2018.

Modify: NSG 852 Philosophy in Science and Nursing Science.  
Face to face format.

To: NSG 852 Philosophy in Science and Nursing Science.  
Face to face and online correspondence format  
Effective fall 2018.

Modify: NSG 853 Theory Development & Evaluation in Nursing.  
Face to face format.

To: NSG 853 Theory Development & Evaluation in Nursing.  
Face to face and online correspondence format  
Effective fall 2018.

Modify: NSG 818 Quantitative Research Design.  
Face to face format.

To: NSG 818 Quantitative Research Design.  
Face to face and online correspondence format  
Effective fall 2018.

Modify:	NSG 821	<u>Qualitative Research Design.</u> Face to face format.
To:	NSG 821	<u>Qualitative Research Design.</u> Face to face and online correspondence format Effective fall 2018.
Modify:	NSG 823	<u>Measurement in Nursing Science.</u> Face to face format.
To:	NSG 823	<u>Measurement in Nursing Science.</u> Face to face and online correspondence format Effective fall 2018.
Modify:	NSG 825	<u>Ethics in Organization &amp; Leadership.</u> Face to face format.
To:	NSG 825	<u>Ethics in Organization &amp; Leadership.</u> Face to face and online correspondence format Effective fall 2018.
Modify:	NSG 828	<u>Organizational Dynamics in Healthcare.</u> Face to face format.
To:	NSG 828	<u>Organizational Dynamics in Healthcare.</u> Face to face and online correspondence format Effective fall 2018.
Modify:	NSG 813	<u>Policy &amp; Politics in Healthcare.</u> Face to face format.
To:	NSG 813	<u>Policy &amp; Politics in Healthcare.</u> Face to face and online correspondence format Effective fall 2018.
Modify:	NSG 829	<u>Leadership and Organizational Theory.</u> Face to face format.
To:	NSG 829	<u>Leadership and Organizational Theory.</u> Face to face and online correspondence format Effective fall 2018.
Modify:	NSG 827	<u>Structure &amp; Governance in Higher Education.</u> Face to face format.
To:	NSG 827	<u>Structure &amp; Governance in Higher Education.</u> Face to face and online correspondence format Effective fall 2018.

Modify: NSG 792 Special Problems.  
Face to face format.

To: NSG 792 Special Problems.  
Face to face and online correspondence format  
Effective fall 2018.

Modify: NSG 898 Dissertation.  
Face to face format.

To: NSG 898 Dissertation.  
Face to face and online correspondence format  
Effective fall 2018.

**College of Science and Technology**

*Division of Coastal Sciences*

Modify: Coastal Sciences (Aquaculture) M.S. degree program.  
Effective fall 2018. (see attached).

Modify: Coastal Sciences (Coastal Ecology and Ecosystem Processes)  
M.S. degree program.  
Effective fall 2018. (see attached).

Modify: Coastal Sciences (Fisheries and Fisheries Oceanography)  
M.S. degree program.  
Effective fall 2018. (see attached).

Modify: Coastal Sciences (Aquaculture) Ph.D. degree program.  
Effective fall 2018. (see attached).

Modify: Coastal Sciences (Coastal Ecology and Ecosystem Processes)  
Ph.D. degree program.  
Effective fall 2018. (see attached).

Modify: Coastal Sciences (Fisheries and Fisheries Oceanography)  
Ph.D. degree program.  
Effective fall 2018. (see attached).

*Division of Marine Sciences*

Add: MAR 642 Isotope Biogeochemistry.  
3 hours. Effective fall 2018.

DATE: November 20, 2017  
 TO: Graduate Council  
 FM: Graduate Credentials Committee  
 RE: Graduate Faculty Recommendations

Name	Department	Recommendation Status
<b>Associate Level 1</b>		
Fortenberry, Elizabeth A.	Educational Research & Administration	A1
<b>Associate Level 2</b>		
James-Penot, Kelly	Theatre	A2
<b>Associate Level 3</b>		
Coleman, Carolyn	Leadership & Advanced Nursing Practice	A3
Kilgore, Jonathan C.	Music	A3
<b>Regular Level 1</b>		
<b>Regular Level 2</b>		
<b>Regular Level 3</b>		
Foster, Holly A.	Educational Research & Administration	R3
Weinberg, Joseph	Political Sci., Int'l Development & Int'l Affairs	R3
<b>Credentials Committee</b>		
Dr. Edward Sayre, Chair		

Academic Program, Emphasis Area, Minor or Certificate Processing Form

Please complete this form to process teaching locations of approved programs, emphasis areas, minors or certificates. Return the form with signatures to Institutional Research, Box 5167. Academic/Graduate Council should have been notified of the changes requested below.

The designated location of an academic program or emphasis area is based on the teaching site where students can earn 50% or more of their degree. All departments must conduct assessments by site if students can earn 50% or more of their degree at a teaching site. Establishment of new teaching sites must be approved by the Provost. In addition, the Office of the Provost must be informed of any course offering at locations that are not recognized teaching sites.

Date: 10/5/17 Department Name: Political Science, International Development and International Affairs

Contact Person: Edward Sayre Email: Edward.Sayre@usm.edu

Have the changes requested below been submitted to Academic/Graduate Council? X Yes No

X Program (Emphasis) Minor Certificate

Title AND Degree: Political Science MS CIP Code (6 digits): 45.1001

For Certificates: # Hours for Completion: Cert. Level: UGRD GRAD Post-Baccalaureate GRAD Post-Masters

Offer the Program, Emphasis Area, Minor or Certificate at the checked locations listed below (check ALL the locations where the program/emphasis/minor/certificate listed above will NOW be offered):

Hattiesburg Gulf Park 100% Gulf Park (50-99%) GCRL Stennis
Online 100% Online (51-99%) Meridian Jackson, MS Keesler

Is the program/emphasis/minor/certificate a NCATE major? Yes No

If Online 100% is checked, are all courses available online at this time? Yes No

Inactivate/Suspend the Program/ Emphasis Area/ Minor/Certificate listed above at ALL locations: X

Last semester student can be admitted (e.g. Fall 2014): Fall 2018

Additional Instructions/Comments: In practice, we plan to suspend admission beginning Summer 2018.

Signatures for Approval

Chair/Director: [Signature]

Date: 10/5/17

Dean: \_\_\_\_\_

Date: \_\_\_\_\_

**Appendix 9c: Modifications to Existing Degree Program Proposal  
(Suspension or Deletion)  
(Submit Appendix 9c in both PDF and Word Document Formats)**

<b>Institution: The University of Southern Mississippi</b>		
<b>Date of Implementation:</b>	<b>Number of Students Presently Enrolled:</b>	<b>Number of Faculty Affected:</b>
Fall 2018	3	0
<b>Program Title as Appears on Academic Program Inventory, Diploma, and Transcript:</b>		<b>Six Digit CIP Code:</b>
Political Science MS		45.1001
<b>Degree(s) Awarded:</b>		<b>Credit Hour Requirements:</b>
Master of Science		30
<b>List any institutions within the state offering similar programs:</b>		
Jackson State University, Mississippi State University and the University of Mississippi all offer MA degrees in Political Science. No state institution, to our knowledge, offers an MS degree option in Political Science.		
<b>Responsible Academic Unit(s):</b>		<b>Institutional Contact:</b>
Dept of Political Science, International Development and International Affairs		Marek Steedman, DGS Edward Sayre, Chair
<b>Reason for Request:</b>		
This change is being made as a response to the request by the Provost to consolidate and eliminate small degree programs.		
<b>Effect on Institutional Role and Mission:</b>		
The change will be minimal. The MA in Political Science has been modified to allow a non-thesis option, which was the purpose of the MS degree. Students who currently seek an MS will now complete the non-thesis option in the MA.		



Plan of Study:	Degree	Master of Business Administration Sport Event Security Management Emphasis	33 hours			
Name	Email & Telephone	Student ID	Admit Term	Intended Graduation Semester	Advisor:	
Coursework: <u>33</u> Hours	List Class	Grade	Hours	Substitute	Transfer	Milestones: <b>Check Deadlines</b>
Minimum Required:						
Org. Beh. And Leadership	MGT 600		3			Plan of Study Form Submitted to Graduate School
Marketing Management	MKT 600		3			Research & Scholarly Integrity Education (RCR)
Analytical Decision Making	MGT 611		3			18 hrs of Coursework at 600 Level of Higher
Managerial Accounting	ACC 611		3			No Incomplete Grades
Financial Management	FIN 611		3			3.0 GPA Required for Graduation
Global Economy	ED 620		3			Application for Degree Forms filed in Graduate School
Global Business Systems	MGT 650		3			Comprehensive Exam
Global Business Strategy	MGT 660		3			Exit Survey
<b>Total Required Hours</b>			<b>24</b>			
<b>Business Electives (3)</b>			<b>9</b>			
Intro to Sport Security MGT	SM 620		3			
Threat & Risk Assess of Spt Ven	SM 626		3			
Sport Event Emerg Resp Plann	SM 628		3			
<b>Total Hours for Degree</b>			<b>33</b>			
<b>SIGNATURES:</b>			<b>DATE</b>			
Student						
Advisor						
Chair						

Plan of Study		: MS in Economic Development (Capstone Option)			30 Hours Minimum			
Name & e-mail & telephone	SS#	EMPLID	Admit Term	Required Completion Term	Intended Graduation Term	Admit Type	Diploma Name: First, Middle, (Maiden), Last & Diploma Address:	Advisor & telephone
<b>Coursework: 30 hours Minimum</b>		<b>Hours</b>	<b>Grade</b>	<b>Term Taken/Will Take</b>	<b>Substitute</b>	<b>Transfr Courses - 6 hrs. only</b>	<b>Milestones (in order of completion) Check Deadlines</b>	<b>N/A or Date Completed</b>
<b>Required:</b>							Plan of Study Form Submitted to Graduate School	
ED 646	3							
ED 722	3						*Transfer Transcripts Received (List as on Transcript in Graduate School at least 1 month before graduation)	
ED 725	3							
ED 736	3							
ED 789	3						18 hrs. with prefix ED	
ED 791 or ED 689	3							
	<b>18</b>							
							No Incomplete Grades	
							3.0 GPA required for graduation	
<b>Electives:</b>	<b>12</b>							
Completion of 12 hours of approved 500 or higher level graduate credit courses								
ED 711	3							
BA 600	3							
BA 611	3						Comprehensive Exam	
BA 670	3						Application for Degree Filed in Graduate School	
ED 701	3							
BA 650	3						Must be enrolled at time of graduation	
GHY 517	3							
ED 620	3						Completion of RCR Training	
<b>Total: 30 Hours</b>	<b>30</b>							
<b>Thesis:</b>								
IRB/Human Subjects Committee Approval								
Animal Protection Committee Approval								
Proposal Approved								
Contact Graduate Reader: Submit Title Page								
Oral Defense Results								
Binding Fee Paid in Business Office								
Submit Draft to Graduate Reader								
3 University Copies Deposited in Graduate School								
<b>Thesis Committee:</b>								
<b>Signatures:</b>								<b>Signatures</b>
Student*								
Advisor*								
Chair/Director*								

Plan of Study: Graduate Certificate in Economic Development

12 Hours

Name & e-mail & telephone  
 Student ID  
 Admit Term  
 Term  
 Required Completion  
 Intended Graduation Term (4 years from admission)

Admit Type  
 Advisor & telephone

**Coursework:**

**12 Hours Minimum**

**Required:**

**9 Hours**

Hours

Term Will Take

Grade

**Milestones (in order of completion)**  
**Check Deadlines**  
 Plan of Study Form Submitted to Graduate School  
 No Incomplete Grades  
 3.0 GPA required for graduation

Application for Certificate Filed in Graduate School  
 one semester before graduation

ED 722 3  
 ED 646 3  
 ED 736 3  
**total req 9**

**Elective:**

**3 Hours**

(ED 620, 701, 725, 789, 714, 761, or 791)

Elective

**total**

3  
 3

**Total Hours:**

**12**

**Signatures:**

Student\*  
 Advisor\*  
 Chair/Director

Student ID: \_\_\_\_\_ Student Name: \_\_\_\_\_ Adviser Name: \_\_\_\_\_

## Education (Special Education) Ph.D.

Bulletin: 2016-2017 Graduate Bulletin Program: Education (Special Education) Ph.D. Minimum Credits Required: \_\_\_\_\_

The doctoral program is comprehensive and places emphasis on teacher education, ~~administration~~, research, and community services. Candidates are evaluated on productivity in these areas during the Annual Doctoral Review (~~with an internship required in at least one of these areas~~). ~~The candidate is expected to develop competency in each of the above areas; the program will be based upon these as well as experience, background, and information gathered from written and oral~~ qualifying and comprehensive examinations. Individualized program plans are formalized by candidates and the graduate coordinator following the successful completion of the qualifying examinations.

~~The doctoral program requires a minimum of 54-69 hours past the master's degree and a residency which requires 24 semester hours to be completed during each of two consecutive semesters of fall and spring.~~

The doctoral program requires a minimum of 54-69 hours (plus dissertation) beyond the master's degree or 33 hours (plus dissertation) beyond the Ed.S. in Special Education from the University of Southern Mississippi. The doctoral program also requires a residency comprised of one of the following: (a) two consecutive terms of twelve (12) hours each, (b) two consecutive summer terms of twelve (12) hours each with continuous enrollment during intervening terms, (c) three consecutive terms of nine (9) hours each, or (d) four consecutive terms of six (6) hours each.

Students should consult the departmental guidelines and the Admission Requirement Procedures section and the General Academic Requirements section of this *Graduate Bulletin*.

### Admission Requirements

Admission to doctoral programs offered in the Department of Curriculum, Instruction, and Special Education is selective. To be considered for regular admission to a doctoral degree program, an applicant must have:

- an academic record reflecting a superior graduate grade point average;
- official results from the Graduate Record Examination (GRE);
- a writing sample consisting of a major paper, article, report, etc.
- a letter of intent;
- three letters of recommendation sent to the department from professionals in the field of education who are qualified to assess the applicant's readiness for graduate study;
- a professional resumé; and
- a copy of education license.
- All international applicants must provide official scores Test of English as a Foreign Language (TOEFL) or IELTS score. Two copies of transcripts of all collegiate study must also be submitted.

~~Applicants who have successfully completed the Ed.S. in Special Education at the University of Southern Mississippi may petition for expedited admission into the doctoral program, with submission of most of the application materials above waived. Completion of the Ed.S. in Special Education does not ensure admission into the doctoral program.~~

### Admission Deadlines

Semester	Application Deadline	Notification Date
Fall	First Monday in April	First Monday in May
Spring	First Monday in September	First Monday in October
Summer	First Monday in March	First Monday in April

Individuals who have submitted applications which qualified for admission, but who were not selected for enrollment in a given semester, are encouraged to request that their application remain active for future consideration.

Members of underrepresented groups are strongly encouraged to apply.

Admission to doctoral programs offered in the content area of curriculum, instruction, and special education is contingent on the approval of the Departmental Graduate Committee, the department chair, and the dean of the college. An applicant who fails to meet the above criteria for regular admission may be considered for conditional admission on an individual basis. Students accepted on a conditional basis MUST obtain a 3.50 GPA or better on their first nine (9) hours of specified coursework, 600 level or higher, taken while completing this 9-hour requirement. It is the responsibility of the student to inform the department chair or graduate coordinator when conditional status is to be removed; additional requirements may be specified based on the applicant's deficiencies.

All students must register for and complete the doctoral qualifying examination. Based on the outcome of the qualifiers, students may have additional coursework assigned to their plan of study. Students must have a 3.0 GPA to graduate.

**Continuous Enrollment Requirement:** Students must meet the requirements specified in the front section of this *Bulletin* for continuous enrollment.

**Plan of Study.** Students must submit their signed, official *Plan of Study form* to the Graduate School by the end of the **first semester** they are enrolled. The *Plan of Study forms* are available at [www.usm.edu/graduateschool/planofstudy.php](http://www.usm.edu/graduateschool/planofstudy.php) - click on the "Plans of Study" link.

## Research and Scholarly Integrity Education

All faculty holding regular or associate graduate faculty status, must complete CITI training modules required by the Graduate School and their departments. All graduate students must complete the CITI training modules required by the Graduate School and their departments the first semester they are enrolled in graduate school. The RSIE policy and training information are found on the Graduate School web page –[www.usm.edu/graduate-school](http://www.usm.edu/graduate-school). Contact the dean of the Graduate School if you have any questions regarding the policy of training information.

## Residency

Students must meet the residency requirements specified in this *Bulletin*. The doctoral residency requirement for special education content requires ~~two (2) consecutive regular semesters (fall, spring) of graduate study on campus of (12) twelve hours each.~~ (a) two consecutive terms of twelve (12) hours each, (b) two consecutive summer terms of twelve (12) hours each with continuous enrollment during intervening terms, or (c) three consecutive terms of nine (9) hours each.

## Comprehensive Exam

A comprehensive exam is required for all doctoral students and must be passed before proceeding to the dissertation. A 3.0 GPA is required for graduation.

### ~~CISE core:~~ Core (12-15 hours):

- ~~CISE 800 – Critical Review of Professional Literature~~  
SPE 800 - Critical Review of Professional Literature (3 hrs)
- ~~CISE 802 – Doctoral Seminar: Curriculum Theory~~  
SPE 806 – Critical Issues in Special Education
- ~~CISE 806 – Problems in Educational Research: Design I~~  
SPE 804 - Research in Special Education
- ~~CISE 807 – Problems in Educational Research: Design II~~
- ~~CISE 808 – Seminar in Teacher Education~~  
SPE 801 - Personnel Preparation in Special Education
- ~~CISE 809 – Grant Writing, Policy Analysis, and Program Evaluation~~  
SPE 803 - Program Evaluation and Grant Writing in Special Education

### Research Tools (15 hours):

- REF 761 - Quantitative Analysis I
- REF 762 - Quantitative Analysis II
- ~~CIE 790 – Qualitative Research in Curriculum and Instruction~~  
REF 730 - Qualitative Research in the Social Sciences I
- REF 731 - Qualitative Research in the Social Sciences II
- ~~REF 893 – Advanced Educational Research~~  
REF 889 - The Dissertation Process

### Major Emphasis (6-24 hours):

- SPE 600 - Single Subject Research in Educational Settings
- SPE 691 - Research in Special Education
- ~~SPE 772 – Internship in Special Education Administration~~
- SPE 791 - Advanced Research in Special Education
- SPE 792 - Special Problems
- SPE 880 - Internship in Teacher Education
- ~~Two (6 hrs) program related courses~~
- Program-related course 1:
- Program-related course 2:
- Program-related course 3:

## Special Education Electives (0-15 hours)

### Dissertation (12 hours):

- SPE 898 - Dissertation

*++Candidates completing the Ed.S. in Special Education at the University of Southern Mississippi are not required to take courses indicated with ++.*

**Plan of Study: Doctor of Education, Education (Educational Administration P-12)**

**Hours required: 66 54**

Name	Email & Telephone	Student ID	Admit Term	Intended Graduation Semester	Advisor:	
<b>Coursework: 66 54 Hours Minimum</b>	<b>List Class</b>	<b>Grade</b>	<b>Hours</b>	<b>Substitute</b>	<b>Transfer</b>	<b>Milestones: Check Deadlines</b>
<b>Required: 99 30 hrs</b>	EDA 628 or 755		3			Plan of Study Form Submitted to Graduate School
	EDA 700		3			Research & Scholarly Integrity Education (RCR)
	EDA 702		3			
	EDA 706		3			
	EDA 710		3			18 hrs of Coursework at 600 Level of Higher
	<del>EDA 720</del>		<del>3</del>			No Incomplete Grades
	EDA 722		3			3.0 GPA Required for Graduation
	EDA 736 or 738		3			Comprehensive Exam
	EDA 740		3			Exit Survey
	EDA 780		3			
	EDA 800		3			
	<del>EDA Elective</del>		<del>3</del>			
	<del>EDA Elective</del>		<del>3</del>			
<b>Research Tools: 45-12 hrs</b>						
	REF 601*		3			*This course is now required instead of being a Prerequisite course
	REF 602					
	REF 736		3			
	REF 770		3			
	<del>REF 794-4</del>					
	<del>REF 794-2</del>					
	<del>REF 899</del>					
<b>Dissertation Capstone: 12 hrs</b>						
	<del>REF 898 (12 hrs)</del> EDA 794		12			
<b>SIGNATURES:</b>		<b>DATE</b>				
Student						
Advisor						
Chair						

Plan of Study:		Degree Edd in Higher Education			Hours required	66	54
Name	Email & Telephone	Student ID	Admit Term	Substitute	Intended Graduation Semester	Advisor:	
Coursework: <b>36 42</b> Hours Minimum	List Class	Grade	Hours	Substitute	Transfer	Milestones: Check Deadlines	
Required: <b>24 21</b> hrs	HE 705- <del>or 619</del>		3			Plan of Study Form Submitted to Graduate School	
	HE 711		3			Research & Scholarly Integrity Education (RCR)	
	HE 712		3			18 hrs of Coursework at 600 Level of Higher	
	<del>HE 743 or 745</del>		<del>3</del>			No Incomplete Grades	
	HE 714		3			3.0 GPA Required for Graduation	
	HE 716		3			Application for Degree Forms filed in Graduate School	
	HE 800		3			Comprehensive Exam	
	HE 814		3			Exit Survey	
<b>HE Electives: 12 -48 hrs (depending on options)</b>							
Students may choose up to 12 hrs of any electives chosen in consultation with advisor							
<del>(Select one of the following options. Requires advisor approval)</del>							
<del>(1) 12 hrs of approved electives (see list)</del>							
<del>(2) 12 hr approved minor</del>							
<del>(3) 15 -18 hr certificate</del>							
<b>HE Electives: 12 hrs</b>	Institutional Research, College Teaching						
<del>(Option 1 only)</del>							
<del>choose from HE 612, 717, 718, 719, 777, TRG 709, 730, 731; approved 792 courses in dept</del>							
Research Tools: <b>42 9 hrs</b>							
	REF 601 *		3			*This course is now required instead of being a prerequisite.	
	REF 602*		<del>3</del>			* This course is no longer a prerequisite	
	REF 736		3				
	REF 770		3				
	REF 791 1		3				
	REF 791 2		3				
	REF 723, 724, <del>or 730</del>		3				
<b>Dissertation Support: 3 hrs</b>	REF 889		3				
<b>Dissertation: 12 hrs</b>	HE 898- <del>or</del>		12				
	HE 898-(()+ EDA 807 (3)						
<b>Capstone: 12 hrs</b>	HE 794		12				
SIGNATURES:		DATE					
Student							
Advisor							

Chair



**Appendix 10: Report of Intent to Offer an Existing Degree Program by Distance Learning  
(Submit Appendix 10 in both PDF and Word Document Formats)**

<b>Institution: The University of Southern Mississippi</b>			
<b>Date of Initial Program Approval:</b>	<b>Date of Implementation:</b> January 2018	<b>Cost of Implementation:</b> No additional costs associated with implementation	
<b>Program Title as Appears on Academic Program Inventory, Diploma, and Transcript:</b> Nutrition and Food Systems			<b>Six Digit CIP Code:</b> 19.0501
<b>Degree(s) to be Awarded:</b> Master of Science		<b>Credit Hour Requirements:</b> 33	
<b>Percentage of Program Completed by Distance Learning:</b> 100%		<b>Percentage of Program Requiring Campus Visit:</b> 0%	
<b>Will students be allowed to mix on-campus and distance learning courses within this program?</b>			<b>Yes</b>
<b>Will this program require separate admission from those offered on-campus?</b>			<b>No</b>
<b>Will this program have different fees or tuition rates from those offered on-campus?</b>			<b>No</b>
<b>Responsible Academic Unit(s):</b> Nutrition and Food Systems		<b>Institutional Contact:</b> Elaine Molaison	
<b>Number of Students Expected to Enroll in First Six Years:</b>		<b>Number of Graduates Expected in First Six Years:</b>	
Year One	2	Year One	1
Year Two	3	Year Two	2
Year Three	3	Year Three	2
Year Four	4	Year Four	3
Year Five	5	Year Five	3
Year Six	5	Year Six	4
<b>Total</b>	<b>22</b>	<b>Total</b>	<b>15</b>
<b>Program Summary:</b>			
_____		_____	
<b>Chief Academic Officer Signature</b>		<b>Date</b>	
_____		_____	
<b>Institutional Executive Officer Signature</b>		<b>Date</b>	



Academic Program, Emphasis Area, Minor or Certificate Processing Form

Please complete this form to process teaching locations of approved programs, emphasis areas, minors or certificates. Return the form with signatures to Institutional Research, Box 5167. Academic/Graduate Council should have been notified of the changes requested below.

The designated location of an academic program or emphasis area is based on the teaching site where students can earn 50% or more of their degree. All departments must conduct assessments by site if students can earn 50% or more of their degree at a teaching site. Establishment of new teaching sites must be approved by the Provost. In addition, the Office of the Provost must be informed of any course offering at locations that are not recognized teaching sites.

Date: 10/27/17 Department Name: Speech and Hearing Sciences

Contact Person: Edward Goshorn Email: edward.goshorn@usm.edu

Have the changes requested below been submitted to Academic/Graduate Council? [x] Yes [ ] No (in process)

[x] Program (Emphasis) [ ] Minor [ ] Certificate

Title AND Degree: Speech and Hearing Sciences (Speech Language Pathology) M.A. CIP Code (6 digits): 51.0204

For Certificates: # Hours for Completion: [ ] Cert. Level: [ ] UGRD [ ] GRAD Post-Baccalaureate [ ] GRAD Post-Masters

Offer the Program, Emphasis Area, Minor or Certificate at the checked locations listed below (check ALL the locations where the program/emphasis/minor/certificate listed above will NOW be offered):

[ ] Hattiesburg [ ] Gulf Park 100% [ ] Gulf Park (50-99%) [ ] GCRL [ ] Stennis
[ ] Online 100% [ ] Online (51-99%) [ ] Meridian [ ] Jackson, MS [ ] Keesler

Is the program/emphasis/minor/certificate a NCATE major? [ ] Yes [ ] No

If Online 100% is checked, are all courses available online at this time? [ ] Yes [ ] No

Inactivate/Suspend the Program/ Emphasis Area/ Minor/Certificate listed above at ALL locations:

Last semester student can be admitted (e.g. Fall 2014): Spring 2018

Additional Instructions/Comments:

Signatures for Approval

Chair/Director: Edward Goshorn

Date: 11/9/17

Dean: [Signature]

Date: 4/10/17

**Appendix 9c: Modifications to Existing Degree Program Proposal  
(Suspension or Deletion)  
(Submit Appendix 9c in both PDF and Word Document Formats)**

<b>Institution: The University of Southern Mississippi</b>		
<b>Date of Implementation:</b>	<b>Number of Students Presently Enrolled:</b>	<b>Number of Faculty Affected:</b>
6/1/18	38	0
<b>Program Title as Appears on Academic Program Inventory, Diploma, and Transcript:</b>		<b>Six Digit CIP Code:</b>
Speech and Hearing Sciences (Speech-Language Pathology) M.A.		51.0204
<b>Degree(s) Awarded:</b>	<b>Credit Hour Requirements:</b>	
M.A.	Minimum 54 (typically 55 or 58)	
<b>List any institutions within the state offering similar programs:</b>		
University of Mississippi, Mississippi University for Women, Jackson State University		
<b>Responsible Academic Unit(s):</b>	<b>Institutional Contact:</b>	
Department of Speech and Hearing Sciences	Edward Goshorn	
<b>Reason for Request:</b>		
<p>The primary difference between this program and the Speech and Hearing Sciences (Speech-Language Pathology) M.S. is the SHS 698 thesis requirement. The Department of Speech and Hearing Sciences is also submitting a proposal to modify the degree requirements of the Speech and Hearing Sciences (Speech-Language Pathology) M.S. to provide a thesis option. It will be more efficient to have all the Speech and Hearing Sciences (Speech-Language Pathology) master's students in a single degree program/academic plan, with the flexibility to complete a thesis or not.</p>		
<b>Effect on Institutional Role and Mission:</b>		
None.		
_____ <b>Chief Academic Officer Signature</b>		_____ <b>Date</b>
_____ <b>Institutional Executive Officer Signature</b>		_____ <b>Date</b>

# Plan of Study: Degree Nursing PhD: Nursing (BSN to PhD Leadership) PhD Emphasis

Name	Email & Telephone	Student ID	Admit Term	Intended Graduation Semester	Advisor:		
<b>Required:</b>							
Baccalaureate Degree in Nursing from an accredited institution							
	<b>List Class</b>	<b>Grade</b>	<b>Hours</b>	<b>Substitute</b>	<b>Transfer</b>	<b>Milestones: Check Deadlines</b>	
Plan of Study Form Submitted to Graduate School Research & Scholarly Integrity Education (RCR) 18 hrs of Coursework at 600 Level of Higher No Incomplete Grades 3.0 GPA Required for Graduation Application for Degree Forms filed in Graduate School Comprehensive Exam Exit Survey							
<b>Core Courses (18 hours)</b>							
	NSG 852, 3 hours						
	NSG 853, 3 hours						
	NSG 818, 3 hours						
	NSG 821, 3 hours						
	NSG 823, 3 hours						
	NSG 813, 3 hours						
<b>Emphasis Area Content Courses (12 hours)</b>							
	NSG 825, 3 hours						
	NSG 828, 3 hours						
	NSG 829, 3 hours						
<b>Required Elective for Nursing Educators</b>							
	NSG 827, 3 hours						
<b>Statistic Courses (6 hours)</b>							
	DPH 623, 3 hours						
	DPH 723, 3 hours						
<b>Dissertation Work (12 hours)</b>							
	NSG 898, 12 hours						
<b>Support Courses (12 hours from CD 650, DPH 530, DPH 652, DPH 722, FAM 603, FAM 615, FAM 633, FAM 640, FAM 650, NSG 646, NSG 647, NG 648, NSG 650, NSG 811, PSY 738)</b>							
<b>TOTAL HOURS: 60</b>							

Plan of Study:		Degree Plan: Nursing PhD: Nursing (Leadership) PhD Emphasis [post-master's to PhD]						
Name	Email & Telephone	Student ID	Admit Term		Intended Graduation Semester	Advisor:		
	List Class	Grade	Hours	Substitute	Transfer	Milestones: Check Deadlines		
Required:								
Baccalaureate Degree in Nursing from an accredited institution								
<b>Core Courses (18 hours)</b>								
	NSG 852, 3 hours					Plan of Study Form Submitted to Graduate School		
	NSG 853, 3 hours					Research & Scholarly Integrity Education (RCR)		
	NSG 818, 3 hours					18 hrs of Coursework at 600 Level of Higher		
	NSG 821, 3 hours					No Incomplete Grades		
	NSG 823, 3 hours					3.0 GPA Required for Graduation		
	NSG 813, 3 hours					Application for Degree Forms filed in Graduate School		
						Comprehensive Exam		
						Exit Survey		
<b>Emphasis Area Content Courses (9 hours)</b>								
	NSG 825, 3 hours							
	NSG 828, 3 hours							
	NSG 829, 3 hours							
<b>Statistic Courses (6 hours)</b>								
	DPH 623, 3 hours							
	DPH 723, 3 hours							
<b>Dissertation Work (12 hours)</b>								
	NSG 898, 12 hours							
<b>Support Courses (3 hours from)</b>								
	CD 650, DPH 530, DPH 652, DPH 722, FAM 603, FAM 615, FAM 633, FAM 640, FAM 650, NSG 646, NSG 647, NG 648, NSG 650, NSG 811, PSY 738							
<b>TOTAL HOURS: 48</b>								

**Plan of Study: Coastal Sciences (Aquaculture) PhD (candidate has a BS degree)**

**Hours required: 84**

Name	Email & Telephone	Student ID	Admit Term	Intended Graduation Semester	Advisor:
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**Coursework:**

**List Class**

**Grade**

**Hours**

**Substitute**

**Transfer**

**Milestones: Check Deadlines**

**Required:**  
**Twentyeight (28) credit hours in:**  
 COA 791 Research in Coastal Sciences

**Twelve (12) credit hours in:**  
 COA 898 Dissertation

**Twenty-nine (29) credit hours in Electives**

**Fifteen (15) credit hours must be taken in "Research Tools"**  
 COA 791 Research, COA 797 Independent Study, and COA 898 Dissertation **do not count** as electives or research tools for the Ph.D.

**Of the Electives and Research Tools (total 44 units):**  
**Twelve (12) credit hours taken in a combination of:**

- COA 606 Biometry
- COA 603 Professional Skills
- COA 601 Coastal Processes 1
- COA 602 Coastal Processes 2

**Twelve (12) credit hours taken in a combination of:**

- COA 690/790 Marine Aquaculture
- COA 608 Water Quality
- COA 690/790 Aquatic animal health
- ~~COA 690/790 Aquaculture Genetics~~ **COA 643 Marine Aquaculture - Breeding and Genetics**
- COA 690/790 Aquatic Physiology

**SIGNATURES:**

Student  
 Advisor  
 Chair

**DATE**

**Plan of Study: Coastal Sciences (Aquaculture) PhD (candidate has a MS degree)**

**Hours required: 54**

Name	Email & Telephone	Student ID	Admit Term	Intended Graduation Semester	Advisor:
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**Coursework:**

**List Class**

**Grade**

**Hours**

**Substitute**

**Transfer**

**Milestones: Check Deadlines**

**Required:**

**Sixteen (16) credit hours in:**

COA 791 Research in Coastal Sciences

**Twelve (12) credit hours in:**

COA 898 Dissertation

**Eleven (11) credit hours in Electives**

**Fifteen (15) credit hours must be taken in "Research Tools"**

COA 791 Research, COA 797 Independent Study, and COA 898 Dissertation **do not count** as electives or research tools for the Ph.D.

**Of the Electives and Research Tools (total 26 units):**

**Nine (9) credit hours taken in a combination of:**

COA 606 Biometry

COA 603 Professional Skills

COA 601 Coastal Processes 1

COA 602 Coastal Processes 2

**Twelve (12) credit hours taken in a combination of:**

COA 690/790 Marine Aquaculture

COA 608 Water Quality

COA 690/790 Aquatic animal health

~~COA 690/790 Aquaculture Genetics~~ **COA 643 Marine Aquaculture - Breeding and Genetics**

COA 690/790 Aquatic Physiology

**SIGNATURES:**

Student  
Advisor  
Chair

**DATE**

**Plan of Study: Coastal Sciences (Aquaculture) M.S.**

**Hours required: 30**

Name \_\_\_\_\_ Email & Telephone \_\_\_\_\_ Student ID \_\_\_\_\_ Admit Term \_\_\_\_\_

Intended Graduation Semester \_\_\_\_\_ Advisor: \_\_\_\_\_

**Coursework:**

**List Class**

**Grade**

**Hours**

**Substitute**

**Transfer**

**Milestones: Check Deadlines**

**Required:**

- COA 606 Biometry
- COA 603 Professional Skills
- COA 601 Coastal Processes 1
- COA 602 Coastal Processes 2

**Six (6) credit hours in a combination of:**

- COA 690/790 Marine Aquaculture
- COA 608 Water Quality
- COA 690/790 Aquatic animal health
- ~~COA 690/79 Aquaculture Genetics~~ **COA 643 Marine Aquaculture - Breeding and Genetics**
- COA 690/790 Aquatic Physiology

Plan of Study Form Submitted to Graduate School  
 Research & Scholarly Integrity Education (RCR)  
 18 hrs of Coursework at 600 Level of Higher  
 No Incomplete Grades  
 3.0 GPA Required for Graduation  
 Application for Degree Forms filed in Graduate School  
 Comprehensive Exam  
 Exit Survey

**Six (6) credit hours in:**

COA 691 Research in Coastal Sciences

**Six (6) credit hours in:**

COA 698 Thesis

**SIGNATURES:**

Student  
 Advisor  
 Chair

**DATE**

**Plan of Study: Coastal Sciences (Coastal Ecology and Ecosystem Processes) M.S.**

**Hours required: 30**

Name	Email & Telephone	Student ID	Admit Term	Intended Graduation Semester
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Advisor:

**Coursework:**

**List Class**

**Grade**

**Hours**

**Substitute**

**Transfer**

**Milestones: Check Deadlines**

**Required:**

- COA 606 Biometry
- COA 603 Professional Skills
- COA 601 Coastal Processes 1
- COA 602 Coastal Processes 2

**Six (6) credit hours in a combination of:**

- COA 645 Benthic Ecology
- COA 746 Ecology of Fishes
- ~~COA 690/790 Special Topics in Marine Botany~~ COA 636 Marine and Coastal Botany
- ~~COA 690/790 Special Topics in Stable Isotope Ecology~~ COA 641 Stable Isotope Ecology
- COA 690/790 Special Topics in Historical Ecology and Foundations in Coastal Ecology
- COA 690/790 Special Topics in Ecological Data & Modeling

**Six (6) credit hours in:**

- COA 691 Research in Coastal Sciences

**Six (6) credit hours in:**

- COA 698 Thesis

**SIGNATURES:**

Student  
Advisor  
Chair

**DATE**

Plan of Study Form Submitted to Graduate School  
Research & Scholarly Integrity Education (RSRI)  
18 hrs of Coursework at 600 Level of Higher  
No Incomplete Grades  
3.0 GPA Required for Graduation  
Application for Degree Forms filed in Graduate School  
Comprehensive Exam  
Exit Survey

**Plan of Study: Coastal Sciences (Coastal Ecology and Ecosystem Processes) PhD**  
**(candidate has a BS degree)**

**Hours required: 84**

Name	Email & Telephone	Student ID	Admit Term	Intended Graduation Semester	Advisor:
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**Coursework:** List Class Grade Hours Substitute Transfer

**Milestones: Check Deadlines**

**Required:** Plan of Study Form Submitted to Graduate School  
 Research & Scholarly Integrity Education (RCR)  
 18 hrs of Coursework at 600 Level of Higher

**Twelve (12) credit hours in:** No Incomplete Grades  
 COA 898 Dissertation 3.0 GPA Required for Graduation  
 Application for Degree Forms filed in Graduate School  
 Comprehensive Exam  
 Exit Survey

**Twenty-nine (29) credit hours in Electives**

**Fifteen (15) credit hours must be taken in "Research Tools"**  
 COA 791 Research, COA 797 Independent Study, and COA 898 Dissertation **do not count** as electives or research tools for the Ph.D.

**Of the Electives and Research Tools (total 44 units):**  
**Twelve (12) credit hours taken in a combination of:**

- COA 606 Biometry
- COA 603 Professional Skills
- COA 601 Coastal Processes 1
- COA 602 Coastal Processes 2

**Twelve (12) credit hours taken in a combination of:**

- COA 645 Benthic Ecology
- COA 746 Ecology of Fishes
- ~~COA 690/790 Special Topics in Marine Botany~~ COA 636 Marine and Coastal Botany
- ~~COA 690/790 Special Topics in Stable Isotope Ecology~~ COA 641 Stable Isotope Ecology
- COA 690/790 Special Topics in Historical Ecology and Foundations in Coastal Ecology
- COA 690/790 Special Topics in Ecological Data & Modeling

**SIGNATURES:**

**DATE**

Student  
 Advisor  
 Chair

**Plan of Study: Coastal Sciences (Coastal Ecology and Ecosystem Processes) PhD**  
 (candidate has a MS degree)

**Hours required: 54**

Name	Email & Telephone	Student ID	Admit Term	Intended Graduation Semester	Advisor:
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Coursework:	List Class	Grade	Hours	Substitute	Transfer	Milestones: Check Deadlines
<b>Required:</b>						Plan of Study Form Submitted to Graduate School
<b>Sixteen (16) credit hours in:</b>						Research & Scholarly Integrity Education (RCR)
COA 791 Research in Coastal Sciences						18 hrs of Coursework at 600 Level of Higher
						No Incomplete Grades
<b>Twelve (12) credit hours in:</b>						3.0 GPA Required for Graduation
COA 898 Dissertation						Application for Degree Forms filed in Graduate School
						Comprehensive Exam
						Exit Survey

**Fifteen (15) credit hours must be taken in "Research Tools"**  
 COA 791 Research, COA 797 Independent Study, and COA 898 Dissertation **do not count** as electives or research tools for the Ph. D.

**Of the Electives and Research Tools (total 26 units):**  
**Nine (9) credit hours taken in a combination of:**

- COA 606 Biometry
- COA 603 Professional Skills
- COA 601 Coastal Processes 1
- COA 602 Coastal Processes 2

**Twelve (12) credit hours taken in a combination of:**

- COA 645 Benthic Ecology
- COA 746 Ecology of Fishes
- ~~COA 690/790 Special Topics in Marine Botany~~ COA 636 Marine and Coastal Botany
- ~~COA 690/790 Special Topics in Stable Isotope Ecology~~ COA 641 Stable Isotope Ecology
- COA 690/790 Special Topics in Historical Ecology and Foundations in Coastal Ecology
- COA 690/790 Special Topics in Ecological Data & Modeling

**SIGNATURES:**

Student	DATE
Advisor	
Chair	

**Plan of Study: Coastal Sciences (Fisheries and Fisheries Oceanography) M.S.**

**Hours required: 30**

Name	Email & Telephone	Student ID	Admit Term	Intended Graduation Semester	Advisor:
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**Coursework:**

**List Class**

**Grade**

**Hours**

**Substitute**

**Transfer**

**Milestones: Check Deadlines**

- Required:
- COA 606 Biometry
- COA 603 Professional Skills
- COA 601 Coastal Processes 1
- COA 602 Coastal Processes 2

Plan of Study Form Submitted to Graduate School  
Research & Scholarly Integrity Education (RCR)  
18 hrs of Coursework at 600 Level of Higher  
No Incomplete Grades  
3.0 GPA Required for Graduation  
Application for Degree Forms filed in Graduate School  
Comprehensive Exam  
Exit Survey

**Six (6) credit hours in a combination of:**

- COA 746 Ecology of Fishes
- COA 605 Data Analysis in the Coastal Sciences
- COA 742 Topics in Fisheries Ecology
- COA 640 Quantitative Fisheries Management
- COA 709 Marine Conservation Genetics
- ~~COA 690/790 Special Topics in Early Life History of Fishes~~ COA 642 Early Life History of Marine Fishes

**Six (6) credit hours in:**

- COA 691 Research in Coastal Sciences

**Six (6) credit hours in:**

- COA 698 Thesis

**SIGNATURES:**

Student  
Advisor  
Chair

**DATE**

**Plan of Study: Coastal Sciences (Fisheries and Fisheries Oceanography) PhD (candidate has a BS degree)**

**Hours required: 84**

Name	Email & Telephone	Student ID	Admit Term	Intended Graduation Semester	Advisor:
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Coursework:	List Class	Grade	Hours	Substitute	Transfer	Milestones: Check Deadlines
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**Required:**  
**Twentyeight (28) credit hours in:**  
 COA 791 Research in Coastal Sciences

**Twelve (12) credit hours in:**  
 COA 898 Dissertation

**Twenty-nine (29) credit hours in Electives**

**Fifteen (15) credit hours must be taken in "Research Tools"**  
 COA 791 Research, COA 797 Independent Study, and COA 898 Dissertation **do not count** as electives or research tools for the Ph.D.

**Of the Electives and Research Tools (total 44 units):**  
**Twelve (12) credit hours taken in a combination of:**

- COA 606 Biometry
- COA 603 Professional Skills
- COA 601 Coastal Processes 1
- COA 602 Coastal Processes 2

**Twelve (12) credit hours taken in a combination of:**

- COA 746 Ecology of Fishes
- COA 605 Data Analysis in the Coastal Sciences
- COA 742 Topics in Fisheries Ecology
- COA 640 Quantitative Fisheries Management
- COA 709 Marine Conservation Genetics

~~COA 690/790 Special Topics in Early Life History of Fishes~~ COA 642 Early Life History of Marine Fishes

**SIGNATURES:** \_\_\_\_\_ **DATE** \_\_\_\_\_

Student  
 Advisor  
 Chair

**Plan of Study: Coastal Sciences (Fisheries and Fisheries Oceanography) PhD (candidate has a MS degree)**

**Hours required: 54**

Name	Email & Telephone	Student ID	Admit Term	Intended Graduation Semester	Advisor:
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**Coursework:**

**List Class**

**Grade**

**Hours**

**Substitute**

**Transfer**

**Milestones: Check Deadlines**

**Required:**

**Sixteen (16) credit hours in:**

COA 791 Research in Coastal Sciences

**Twelve (12) credit hours in:**

COA 898 Dissertation

**Eleven (11) credit hours in Electives**

**Fifteen (15) credit hours must be taken in "Research Tools"**

COA 791 Research, COA 797 Independent Study, and COA 898 Dissertation **do not count** as electives or research tools for the Ph.D.

**Of the Electives and Research Tools (total 26 units):**

**Nine (9) credit hours taken in a combination of:**

COA 606 Biometry

COA 603 Professional Skills

COA 601 Coastal Processes 1

COA 602 Coastal Processes 2

**Twelve (12) credit hours taken in a combination of:**

COA 746 Ecology of Fishes

COA 605 Data Analysis in the Coastal Sciences

COA 742 Topics in Fisheries Ecology

COA 640 Quantitative Fisheries Management

COA 709 Marine Conservation Genetics

~~COA 690/790~~ **Special Topics in Early Life History of Fishes** COA 642 Early Life History of Marine Fishes

**SIGNATURES:**

Student  
Advisor  
Chair

**DATE**

*Everything in red is recommended to be added. Everything crossed out is recommended to be deleted.*

## **Leave Without Pay Policy**

### **SCOPE**

This policy applies to all employees of the University including non-benefit eligible such as adjunct faculty, graduate assistants and student workers.

### **Policy**

In no instance are leaves of absence granted automatically. All leaves of absence require a written request from the employee, approval and support of the employee's supervisor, and the final approval of the AVP of Human Resources. **Medical certification may also be required from a healthcare provider, if applicable.**

- No leave of absence without pay in excess of one year's time will be granted to an employee.
- Leave of absence without pay may be granted to staff employees for the following reasons:
  - Necessary absences due to illness or for emergency reasons when such absences extend beyond available personal and major medical leave accruals **(or the employee is not eligible for personal and/or major medical leave)**.
  - Approved professional development in the areas of education, research, and advanced training. This reason must be justified as being "in the best interest of the University" and, therefore, be job and profession related.

### **Reinstatement**

Leaves of absence will be granted with the assurance of reinstatement to the same or comparable position within the University unless circumstances make it clearly impractical. Personal and major medical leave time will **not** accrue during leaves of absence without pay; however, earned leave credit may be carried forward.

### **Employee Benefits**

When on leave of absence without pay, an employee may continue to participate in certain employee benefit programs, such as the group health insurance plan. The total cost of participation in a benefit program while the employee is on leave without pay must be paid by the employee. The employee is responsible for making arrangements with University Human Resources so that benefits can continue during his or her absence. Failure to do so within 30 days will result in termination of the insurance **and an inability to reestablish coverage until the next enrollment period.**

### **Employment Requirements**

~~Leaves of absence without pay will not be granted to any employee with less than one year's previous service with the University.~~ A Personnel Action Form will be required on all employees **beginning and** returning from leave of absence without pay status. This form will re-activate the employee and place him or her back on "active" pay status.

Krystyna Varnado, SHRM-SCP, SPHR  
Associate Vice President Human Resources

# GRADUATE DEAN'S REPORT: INFORMATION AND UPDATES FROM THE GRADUATE SCHOOL

Fall 2017/November

## **POLYMER SCIENCE STUDENT NAMED THREE MINUTE THESIS GRAND CHAMPION**

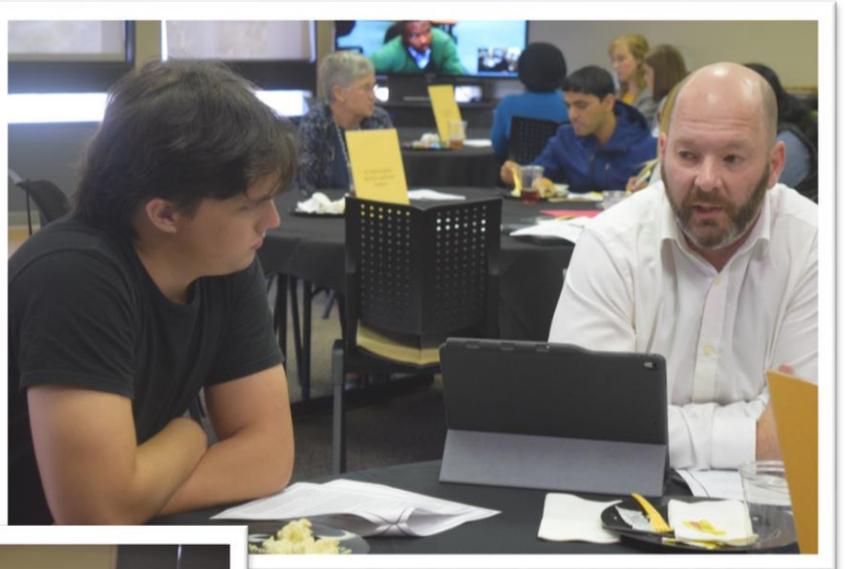
Rahul Shankar, doctoral student in Polymer Science and Engineering from Mumbai, India, captured the title Grand Champion during the finals competition of the Fourth Annual Three Minute Thesis competition on November 3. Rahul's captivating presentation, "Improving the Fuel Efficiency of Automobiles Using Thermoplastic Composite Materials," garnered top scores from a panel of distinguished judges. He earned the top prize of \$1000 and will compete regionally at the Conference of Southern Graduate Schools annual meeting in Fayetteville, Arkansas on February 24. Rahul's dissertation research is directed by Dr. Sarah Morgan. In the Runner Up position was Charles Joplin, a doctoral student in the Department of English from Pascagoula, Mississippi. His engaging oration was entitled, "I-Witness Reports: Reading the Writing Process of English War Poets." A student of Dr. Jonathan Barron, Charles walked away with a \$750 prize. Selected by the audience as the People's Choice and winning \$500 was Oindrila Paul, a microbiology doctoral student studying with Dr. Janet Donaldson. Oindrila is from Ghaziabad, Uttar Pradesh, India. She delivered the presentation, Stress! Even the Bacteria Cannot Escape It! Also competing in the finals competition were Carson Rouse, doctoral student in Anthropology; Kristi Carnahan, master's student in Anthropology; and Elizabeth Voorhees, doctoral student in Human Capital Development. Finalist Taylor Haynes, master of fine arts student in Theatre chose not to compete in the finals. All finalists, selected during preliminary rounds of the competition on November 1 and 2, were awarded a \$250 prize. In total, 32 students participated in the competition. A key component of the Graduate School's professional development emphasis, Three Minute Thesis is generously supported by the Offices of the Provost and Vice President for Research.



Three graduate students captured top honors at the 2017 Three Minute Thesis competition. Shown left to right: Rahul Shankar, Grand Champion; Oindrila Paul, People's Choice; and Charles Joplin, Runner Up.

## EFFECTIVE GRADUATE MENTORSHIP WORKSHOP ATTENDED BY STUDENTS AND FACULTY

Twenty-nine faculty and graduate students attended the “Effective Graduate Student Mentorship Lunch and Learn Workshop” on October 27, led by eight experienced graduate faculty and moderated by the graduate dean. The program included roundtable discussions of case studies depicting realistic scenarios that might occur between a faculty mentor and their graduate students. Faculty leaders included Dr. Douglas Masterson and Dr. Brad Dufrene, USM’s 2015 and 2017 Graduate Mentor of the Year, respectively, along with Dr. Mac



Alford, Dr. Lachel Story, Dr. Heather Stur, Dr. Alan Thompson, Dr. Teresa Welsh, and Dr. Kathy Yadrick. The format was designed to encourage conversation to help graduate students and faculty understand their roles and responsibilities, to discuss policies that impact decisions and conflict resolution, and to prepare the group to face the inevitable challenges that will occur during a student’s progress to degree. The session provided mentorship training required for graduate faculty applications. Thanks are extended to Vanessa Molden, Special Projects Coordinator in the Graduate School for organizing the workshop.

Experienced graduate faculty led roundtable discussions during the effective mentorship workshop. Top photo: Dr. Brad Dufrene (right) discusses a case study with Psychology Ph.D student Mitch Brown. Left photo: Dr. Lachel Story (left) leads a conversation with faculty participants.

## GRADUATE RECRUITING ASSISTANCE GRANTS (GRAGS) AWARDED

The intent of the newly-establish GRAGs program is to partner with departments to assist with recruiting efforts in the form of small grants. A call for abstracts was published in early October with an application deadline of October 30. Proposal requirements included a description of the project with attention to how a diverse group of prospects would be targeted; a plan for follow-up prospect communication using Hobson’s Radius; and an itemized budget. Grants supporting departmental recruiting activities were awarded to six departments for projects to be conducted during spring, summer, and fall 2018. Each funded department will submit a report on the effectiveness of the funded recruitment project at the end of the project period. In total nearly \$12,000 was awarded by the Graduate School to support departmental recruiting efforts. The following projects were funded:

- **The Department of Child and Family Studies** will use Radius to evaluate prospect interest following online advertising and face-to-face recruiting at a professional conference to inform recruiting decisions in the future.

Funds will support attendance of the National Council on Family Relations and paid advertising using internet resources such as Google, YouTube, Facebook, and Instagram.

- **The Department of Foreign Languages and Literatures** will promote the Master of Arts in Teaching Languages (MATL) at a major conference for teachers of foreign languages. They will follow up with weekly automated email communications to prospects through Radius to encourage initiation and completion of applications and rapid review and decisions by the department.
- **The School of Criminal Justice** plans to design informational flyers and high-visibility posters and to develop direct mailing strategies for targeted recruitment. They also will recruit at professional conferences using a MachForm to collect prospect data on site. Using their communication plan in Radius, prospects will be encouraged to apply. Their intent is to expand Criminal Justice applications generally, and forensic science applications specifically.
- **The Department of Psychology** aims to increase the diversity of their applicant pool. They will use a portion of the funds to establish a “Go Gold Diversity Fellowship” to enhance support for a highly-qualified, newly-admitted student. Remaining funds will be used to support “regional recruiting road trips” to HBCU’s by program directors to discuss Psychology degree options offered at USM and to distribute recruitment materials and brochures. Radius will be used to maintain regular contact with prospects.
- **The Department of History** will recruit at the Phi Alpha Theta Conference, the annual meeting of the national honor society for history. They will also visit regional college and university campuses to conduct informational sessions with prospective students. Funds will also be used to support travel and development of recruitment brochures.
- **The School of Leadership and Advanced Practice in the College of Nursing** will target recruiting efforts for the nurse anesthesia program to north and central Mississippi to expand outreach beyond south Mississippi. Faculty will travel to strategic locations including hospitals with high-level intensive care units and colleges and universities with associate and bachelor’s level nursing programs to give presentations, lead round table discussions, show videos, and distribute recruiting materials. Strategic advertising with nursing associations will also be done. Radius will be used to maintain prospect information and manage outreach.

## GRADUATE COMPETITIVE TRAVEL AWARDS (GCTA) UNDER REVIEW

The inaugural GCTA competition was hugely popular. Following an application submission deadline of October 23, the Graduate School had received 37 applications from master’s and doctoral students seeking funds for travel to national and international professional conferences to present their research. Applications are currently being evaluated by a committee of graduate faculty. The announcement of students to be awarded travel support should be released prior to the close of the fall semester.

## PROFESSIONAL DEVELOPMENT EVENTS FOR GRADUATE STUDENTS

### New Graduate Student Orientation

Orientation for all graduate students beginning their programs in the spring 2018 semester is scheduled for January 11 (Hattiesburg campus) and January 12 (Gulf Park campus). New students located at GCRL and Stennis may attend either session. The orientation will provide students with information about Graduate School and university policies, resources, and support that will enhance their experience and minimize confusion about “where to go” and “what to do” when questions arise during their time at Southern Miss. Attendance is expected for all new graduate students and mandatory for all new graduate assistants. Departments should strongly encourage their new graduate students to attend.

Date(s)/Time(s)/Locations:

#### HATTIESBURG CAMPUS

January 11, 2018 | Thad Cochran Center  
2:30-5 p.m.

#### GULF PARK CAMPUS

January 12, 2018 | Hardy Hall 316  
10-11:30 a.m.

Registration will open November 17. See the link to register on the Graduate School website at: <https://www.usm.edu/graduate-school/new-graduate-student-orientation>.

## Susan A. Siltanen Graduate Research Symposium

The annual Susan A. Siltanen Graduate Research Symposium will be held April 5, 2018 from 9 a.m. to noon at the Thad Cochran Center. To inform students about the expectations of the symposium, guidelines for oral and poster presentations, a sample judging rubric, and FAQ's can be found on the Graduate School website at <https://www.usm.edu/graduate-school/susan-siltanen-graduate-student-research-symposium>. Registration and a call for abstracts is now open. The submission deadline is February 9. All graduate students conducting research are encouraged to participate to hone their presentation skills in a friendly environment and compete for a prize for an outstanding presentation.

## Professionals *in preparation*

### Professionals in Preparation (PIP) Wrapping Up Fall Schedule

The final PIP session for fall 2017 will be held December 1 with Dr. Dave Davies, Director, School of Mass Communication and Journalism and Dr. Mohamed Elasri, Associate Dean, College of Science & Technology, leading a panel discussion called "Publishing and Peer Review: the Humanities and the Sciences." This session will inform the twenty PIP participants, doctoral and master's students who represent a broad array of disciplines in the humanities, physical, computational, and life sciences, and social and behavioral sciences about the expectations for publishing their work in peer-reviewed journals and other publications. The fall PIP schedule has been very successful and informative including sessions on academic integrity, mentorship, Strengths Finders, responsible conduct of research, communication, and participation in Three Minute Thesis. Participants will submit an individual development plan (IDP) before the semester ends to help them evaluate possible career paths, identify professional development needs, and map out a plan to gain training and experience to achieve short and long-term professional goals. Many outstanding USM faculty and staff have led PIP sessions this semester, and the students appreciate their willingness to share their time and experiences. The spring semester will bring valuable workshops and discussions, leading off with panel discussions on interviewing for an academic job (January 26) and for a job in business/industry (February 9). A call for applications to participate in the 2018-19 PIP program will be released during the spring semester.

## GRADUATE SCHOOL RECRUITING

The fall recruiting season ended in November with Carolyn Cawthon's attendance at the National Collegiate Honors Council Annual Conference held November 8-12 in Atlanta where she staffed a recruiting booth, met with many honors undergraduate students interested in graduate studies, and collected prospect information. All prospect information collected during Graduate School recruiting this fall was loaded into Radius and is available for departments to review. We encourage departments to reach out to these prospects and encourage their applications. Outreach to prospects will likely strengthen our admissions funnel, improve selectivity, and potentially grow enrollment.

## GRADUATE SCHOOL POLICY/PROCEDURE UPDATES

### External Employment and the Graduate Assistantship

The following policy on graduate assistant employment outside the university was approved by Graduate Council and the Provost during the fall 2017 semester. The policy is effective beginning spring 2018.

Any student holding a graduate assistantship must be enrolled as a full-time student. Therefore, any employment outside the university (external employment) is discouraged, and external full-time employment is prohibited for graduate assistants. Graduate assistants who wish to participate in external employment must obtain written permission from their major professor, graduate coordinator, and school director. The nature and extent of the external employment may be considered in granting permission. Renewal of external employment must be

requested and approved annually. If while engaging in external employment the student is unable to maintain good academic standing or fulfill the required duties of the assistantship, the graduate assistant contract may be terminated. Failure to comply with this policy will result in loss of the assistantship.

## Updated Deadlines on Graduate School Website

To assist graduate students and graduate faculty in understanding the paperwork required during a student's progress to degree and corresponding deadlines, the graduate degree auditors, documents specialist, and director of operations reevaluated and redesigned the Graduate School Deadlines webpage in an attempt to clarify and simplify those requirements. The requirement and deadlines for fall 2017, spring 2018, summer 2018, and fall 2018 are now posted. Please note some revisions in deadlines were made after feedback was received from several departments following recent distribution of a draft document. Deadlines for applications for degree correspond to those posted by the registrar. Noteworthy changes from the former posted schedule include the following: 1) The "Approved Title Page" which preceded the "Final Title Page" is no longer required. The student will submit the title page only one time as "Signed Title Page," and it should be submitted via email. A paper copy is only needed if the department requires a bound copy; 2) a Commencement Program Form for doctoral students is now required to allow us to collect the information to be included in the commencement program.

\*Please note Graduate School staff members **do not** contact students to remind them of upcoming graduation deadlines. It is the student's responsibility to check the Graduate School website for deadlines. We ask committee chairs or graduate coordinators to inform students of this responsibility as a part of advising.

## Thesis/Dissertation/Nursing Capstone and Title Page Template Updates

A new thesis/dissertation/capstone project title page template was designed which requires original signatures only for the committee chair, department chair, and dean of the Graduate School. The purpose of the new template is to minimize a student's legwork in collecting committee member signatures on title pages especially when revisions to the document must be completed after the defense. This change will eliminate the need to mail hard copies of title pages when a committee member or the student is off site. The template should be used for documents submitted for graduation in spring 2018 and later. Students who have already submitted a signed title page need not submit a new title page.

Most style guides suggest the use of Times New Roman as the appropriate font for formal documents. Therefore, the Graduate School is discontinuing Arial font templates as an option for constructing thesis, dissertation, and nursing capstone projects. Five Times New Roman templates are available on the Graduate School website for students to choose from depending upon field of study.

A link to the revised templates is located on the Graduate School website at <https://www.usm.edu/graduate-school/templates-and-forms>.

## Graduate Faculty Appointment Criteria Webpage Update

With input from the Graduate Credentials Subcommittee of Graduate Council, the Graduate Faculty Appointment Criteria webpage was revised. The former narrative often created confusion about specific requirements for different graduate faculty levels. The intent of the revision was to simplify and clarify the narrative. No changes were made to the criteria necessary for appointment as graduate faculty. The webpage is accessible at <https://www.usm.edu/graduate-school/graduate-faculty-appointment-criteria>.

**Graduate Council Minutes**  
**The University of Southern Mississippi**  
**October 16, 2017**

The Graduate Council met at 3:00 p.m. on October 16, 2017, in McCain Library, Room 203 with Dr. Leisa Flynn, Chair of the Graduate Council, presiding.

The following voting members were present: Dr. Laurel Abreu, Dr. Jeremy Deans, Dr. Brad Dufrene, Dr. Dana Fennell, Dr. Hollie Filce, Dr. Stacey Hall, Dr. Jennifer Lemacks, Dr. Sarah Morgan, Dr. Vanessa Murphree, Dr. Edward Sayre, Dr. Kyna Shelley, Dr. Heather Stur, and Dr. Alan Thompson.

The following voting members were represented by proxies to constitute a quorum: Dr. Stacey Hall for Dr. Nell Adkins.

The following non-voting members were present: Dr. Karen Coats, Dr. Douglas Masterson, Mr. Greg Pierce, Dr. Eric Tribunella for Dr. Maureen Ryan and Dr. Kathy Yadrick for Dr. Trent Gould.

The following guests were present: Ms. Desira Bailey, Ms. Tracy Barnhill, Dr. Sam Bruton, Dr. Sam Clardy, Dr. David Cochran, Ms. Jennifer Culley, Dr. Cynthia Gaudet, Ms. Kathryn Lowery, Ms. Dawn Porter and Dr. Jennifer Walker.

1.0 Call to Order

Dr. Flynn called the meeting to order at 3:00 p.m.

2.0 Adoption of Agenda

Dr. Flynn presented the agenda with the following amendments for approval:

- Remove item 4.2.1.1 from agenda
- Remove College of Health items from agenda per department request

Dr. Thompson moved and Dr. Morgan seconded a motion to approve the amended agenda. The motion passed.

3.0 Approval of Minutes

Dr. Flynn presented the September 18, 2017 minutes for approval. Dr. Morgan moved and Dr. Sayre seconded a motion to approve the September 18, 2017 minutes for approval. The motion passed.

#### 4.0 Course and Program Proposals

##### 4.1 College of Business

Dr. Flynn presented the request to untable MBA 620. Dr. Thompson moved and Dr. Hall seconded a motion to untable the modification of MBA 620. The motion passed. Dr. Stur moved and Dr. Shelley seconded a motion to approve the modification of MBA 620. The motion did not pass 8-7.

Dr. Flynn presented the request to modify the Masters of Business Administration and the Masters of Business Administration (Sport Event Security Management emphasis) MBA programs. Dr. Sayre moved and Dr. Stur seconded a motion to table the modifications of the Masters of Business Administration and the Masters of Business Administration (Sport Event Security Management emphasis) MBA programs. The motion passed 16-0.

##### 4.2 College of Education and Psychology

###### *Department of Curriculum, Instruction and Special Education*

Dr. Flynn presented the request to inactivate the Education (Elementary Education) Ed.S. program. Dr. Sayre moved and Dr. Shelley seconded a motion to approve the inactivation of the Education (Elementary Education) Ed.S. program. The motion passed 14-2.

Dr. Flynn presented the request to inactivate the Education (Elementary Education) Ph.D. program. Dr. Stur moved and Dr. Sayre seconded a motion to approve the inactivation of the Education (Elementary Education) Ph.D. program. The motion passed 15-1.

##### 4.3 College of Health – No Business

##### 4.4 College of Science and Technology

###### *Division of Coastal Sciences*

Dr. Flynn presented the request to add COA 542. Dr. Sayre moved and Dr. Fennell seconded a motion to approve the addition of COA 542. The motion passed 16-0.

Dr. Flynn presented the request to add COA 542L. Dr. Sayre moved and Dr. Thompson seconded a motion to approve the addition of COA 542L. The motion passed 15-1.

Dr. Flynn presented the request to add COA 550. Dr. Thompson moved and Dr. Sayre seconded a motion to approve the addition of COA 550. The motion passed 16-0.

Dr. Flynn presented the request to add COA 550L. Dr. Morgan moved and Dr. Dufrene seconded a motion to approve the addition of COA 550L. The motion passed 16-0.

Dr. Flynn presented the request to modify COA 511, COA 512, COA 517 and COA 545. Dr. Sayre moved and Dr. Morgan seconded a motion to approve the modifications as a group. The motion passed. Dr. Fennell moved and Dr. Deans seconded a motion to approve the modification of COA 511, COA 512, COA 517 and COA 545. The motion passed 16-0.

*Department of Geography and Geology*

Dr. Flynn presented the request to add GLY 680. Dr. Deans moved and Dr. Sayre seconded a motion to approve the addition of GLY 680. The motion passed 16-0.

*Department of Human Capital Development*

Dr. Flynn presented the request to modify the Human Capital Development Ph.D. program. Dr. Sayre moved and Dr. Morgan seconded a motion to approve the modification of the Human Capital Development Ph.D. program. The motion passed 15-1.

5.0 Officers Report

5.1 Chair – Dr. Leisa Flynn  
No report.

5.2 Chair-Elect –  
No report.

6.0 Standing Committee Reports

6.1 Bylaws Committee –  
No report.

6.2 Credentials Committee – Dr. Ward Sayre  
Dr. Sayre submitted the Credentials report for October 2017 for approval. The report was approved. (see attached)

6.3 Election Committee – Dr. Chaoyang Zhang  
No report.

6.4 Policies and Procedures Committee – Dr. Sarah Morgan  
Dr. Morgan's report is attached.

6.5 Program Review Committee – Dr. Kyna Shelley  
No report.

7.0 Liaisons to University Committees

7.1 Assessment Committee-  
No report.

7.2 Teaching Evaluation Committee –  
No report.

7.3 Online Learning Steering Committee – Dr. Jennifer Lemacks  
No report.

## 8.0 New Business

### 8.1 CITI scores and recertification – Dr. Sam Bruton

Dr. Bruton visited Graduate Council to discuss the decision of the Committee on Research Integrity to require faculty to retake the CITI courses when their certificates expire after five years. This was essentially an informational note for the Graduate Council.

### 8.2 Application deadlines – Tracy Barnhill

Recommendations were made in regards to the application deadlines of all graduate programs. First, the Graduate School will no longer publish deadlines on the Graduate School webpage and have requested that program deadlines be published on each department's webpage. The Graduate School webpage will continue to publish contact information and will provide links to each department to allow easy navigation to all departmental webpages. A second recommendation was made to have three internal application deadlines, (Ex. August 1, January 1, May 1 or approximately 1-2 weeks before the start of classes) which will not be published to students. This will allow students to complete and submit an application about 1-2 weeks before classes begin. The Graduate School is requesting that programs that want to close their application on a specific date, please contact the Graduate School in writing no sooner than the day before they want to close the application portal. Once the portal is closed, the application will not be available, and exceptions will not be made to reopen the portal. Any department that does not contact the Graduate School to close the application portal will have an application available until our internal deadline passes or they request the portal to be closed, whichever comes first. Applications that are sent to departments after their deadlines will still need to provide the student with a final decision of admit/conditional admit/deny before the first day of class. These recommendations are intended to provide departments more flexibility in receiving and accepting applications. Please note that if your program is not interested in allowing more flexibility with your deadlines, that is fine, however, the Graduate School will still need to be contacted when you are ready to have your application removed from the portal.

### 8.3 Election of Chair -Elect

Dr. Heather Stur was nominated to be the Chair-Elect of Graduate Council. Dr. Thompson moved and Dr. Morgan seconded a motion to accept the nomination. The motion passed 16-0.

### 8.4 Consent agenda proposal – Dr. Leisa Flynn

The Graduate Council voted to adopt the format of a Consent Agenda to consider routine proposals as a group before going on to the regular agenda in future meetings. The Graduate Council will follow this format starting with its November 2018 meeting.

### 8.5 Graduate Student Senate Report

No report

### 8.6 Dean's Report

Dr. Coats presented a report to Council. (See attached)

9.0 Announcements

10.0 Adjournment

The meeting was adjourned. The next meeting is scheduled for November 20, 2017 at 3:00. The deadline for submitting materials to the Graduate School for the Agenda is Friday, November 10, 2017.

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Greg Pierce, Recording Secretary

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Dr. Leisa Flynn, Chair

**GRADUATE MINUTES COURSE/PROGRAM/POLICY SUMMARY**  
**October 16, 2017**

**College of Business**

- Tabled:**                   **Masters of Business Administration MBA degree program.**
- Tabled:**                   **Masters of Business Administration (Sport Event Security Management) MBA degree program.**

**College of Education and Psychology**

*Department of Curriculum, Instruction and Special Education*

- Inactivate:               Education (Elementary Education) Ed.S. degree program.  
Effective summer 2018. (see attached).
- Inactivate:               Education (Elementary Education) Ph.D. degree program.  
Effective summer 2018. (see attached).

**College of Science and Technology**

*Division of Coastal Sciences*

- Add:                   COA 542                   Marine Animal Behavior.  
3 hours. Effective summer 2018.
- Add:                   COA 542L               Marine Animal Behavior Lab.  
2 hours. Effective summer 2018.
- Add:                   COA 550                   Marine Conservation.  
3 hours. Effective summer 2018.
- Add:                   COA 550L               Marine Conservation Lab.  
2 hours. Effective summer 2018.
- Modify:               COA 511                   Coastal Ornithology.  
3 hours.
- To:                   COA 511                   Coastal Ornithology.  
4 hours. Effective summer 2018.
- Modify:               COA 512                   Field Exercises in Coastal Herpetology.  
3 hours.
- To:                   COA 512                   Field Exercises in Coastal Herpetology.  
4 hours. Effective summer 2018.

Modify: COA 517 Field and Laboratory Techniques in Marine Fisheries Sciences.  
3 hours.

To: COA 517 Field and Laboratory Techniques in Marine Fisheries Sciences.  
4 hours. Effective summer 2018.

Modify: COA 545 Sirenian Biology.  
3 hours.

To: COA 545 Sirenian Biology.  
4 hours. Effective summer 2018.

*Department of Geography and Geology*

Add: GLY 680 Advanced Field Mapping.  
3 hours. Effective spring 2018.

*Department of Human Capital Development*

Modify: Human Capital Development Ph.D. degree program.  
Effective spring 2018. (see attached).

DATE: October 16, 2017		
TO: Graduate Council		
FM: Graduate Credentials Committee		
RE: Graduate Faculty Recommendations		
<b>Name</b>	<b>Department</b>	<b>Recommendation Status</b>
<b>Associate Level 1</b>		
Jannat, Seratun	Construction	A1
Mike, Jonathan	Kinesiology	A1
<b>Associate Level 2</b>		
<b>Associate Level 3</b>		
Braasch, Dwaine A.	Polymers & High Performance Materials	A3
Scott, Jeremy S.	Physics & Astronomy	A3
<b>Regular Level 1</b>		
<b>Regular Level 2</b>		
Lentz-Hill, Elizabeth	Dance	R2
<b>Regular Level 3</b>		
Batastini, Ashley B.	Psychology	R3
Credentials Committee		
Dr. , Chair		

DATE: Oct. 16, 2017 - <b>3 &amp; 5 yr. renewals</b>		
TO: Graduate Council		
FM: Graduate Credentials Committee		
RE: Graduate Faculty Recommendations		
<b>Name</b>	<b>Department</b>	<b>Recommendation Status</b>
<b>Associate Level 1</b>		
Abdelghani, Assaf	Public Health	A1
Adams, Suellen S.	Library & Informatin Science	A1
Aderer, Karen	Social Work	A1
Benigno, Stanley "Chuck"	Educational Research & Administration	A1
Bullock, Tina W.	Speech & Hearing Sciences	A1
Chatfield, Matthew W. H.	Coastal Sciences	A1
Crawford, Deena	Social Work	A1
Goshorn, Jennifer D.	Speech & Hearing Sciences	A1
Graham, Deborah	Social Work	A1
Haywood, Barry P.	Social Work	A1
King, James D.	Educational Research & Administration	A1
LaVergne, Leslie C.	Curriculum, Instruction & Special Ed.	A1
Lefante, John J.	Public Health	A1
McIlwain, Thomas F.	Public Health	A1
Murdy, Victoria L.	Social Work	A1
Risher, Laurie D.	Social Work	A1
Schraeder, Michele L. "Missy"	Speech & Hearing Sciences	A1
Swann, Anna K.	Medical Laboratory Science	A1
Thompson, Kenneth L.	Educational Research & Administration	A1
Thorpe, Stephen W.	Educational Research & Administration	A1
Warden, Mary P.	Medical Laboratory Science	A1
Werle, Nichole	Social Work	A1
Woodruff, H. Frank	Chemistry & Biochemistry	A1
<b>Associate Level 2</b>		
Panko, Thomas R.	Criminal Justice	A2
Zaninelli, Luigi	Music	A2
<b>Associate Level 3</b>		
Bateman, Robert C.	Chemistry & Biochemistry	A3
Cho, Hyun Jung	Coastal Sciences	A3
Dorgan, Kelly M.	Coastal Sciences	A3
Hendon, Joseph R.	Coastal Sciences	A3
Ruggiero-Mazzadri, Susan	Music	A3

<b>Associate Level 4</b>		
Allen, Brandon L.	Economic Development, Tourism & Sport Mngt.	A4
<b>Regular Level 1</b>		
Choi, Hwanseok W.	Public Health	R1
<b>Regular Level 2</b>		
Grames, Heath A.	Child & Family Studies	R2
Herring, Angela	Child & Family Studies	R2
Kimberly, Claire	Child & Family Studies	R2
Maugh-Funderburk, Casey M.	Communication Studies	R2
Weinberg, Joseph	Political Sci., Int'l. Development & Int'l. Affairs	R2
<b>Regular Level 3</b>		
Abra, Allison J.	History	R3
Anestis, Michael D.	Psychology	R3
Atkins-Sayre, Wendy	Communication Studies	R3
Bai, Fengwei	Biological Sciences	R3
Banerjee, Bikramjit	Computing	R3
Boykins, Anita D.	Systems Leadership & Health Outcomes	R3
Casey, Matthew	History	R3
Chen, Kuo L.	Computing	R3
Foster, Jamye	Marketing & Merchandising	R3
Gilmore, Melanie S.	Advanced Practice	R3
Grivno, Max	History	R3
Guglani, Laure	Foreign Languages & Literatures	R3
Guo, Song	Chemistry & Biochemistry	R3
Hernandez, Frank	Coastal Sciences	R3
Hightower, J. Taylor	Music	R3
Jenkins, Cheryl D.	Mass Communication & Journalism	R3
Johnson, William "Wesley"	Criminal Justice	R3
LaPierre, Brian	History	R3
Lee, Hsiaopei	Music	R3
McIlwain, William "Ben"	Music	R3
Mezzadri, Danilo	Music	R3
Moak, Elizabeth	Music	R3
Murphree, Vanessa	Mass Communication & Journalism	R3
Paterson, Marieeta M.	Speech & Hearing Sciences	R3
Piland, Scott G.	Kinesiology	R3
Powell, Eric N.	Coastal Sciences	R3
Radley, Keith C.	Psychology	R3
Rand, Catherine A.	Music	R3
Sacco, Donald F.	Psychology	R3
Story, Lachel	Systems Leadership & Health Outcomes	R3
Swope, Kenneth M.	History	R3
Thompson, R. Alan	Criminal Justice	R3
Valint, Alexandra R.	English	R3
Walker, Jennifer M.	Biological Sciences	R3
Wolf, Marco	Marketing & Merchandising	R3
<b>Credentials Committee</b>		
<b>Dr. Edward Sayre, Chair</b>		

Academic Program, Emphasis Area, Minor or Certificate Processing Form

Please complete this form to process teaching locations of approved programs, emphasis areas, minors or certificates. Return the form with signatures to Institutional Research, Box 5167. Academic/Graduate Council should have been notified of the changes requested below.

The designated location of an academic program or emphasis area is based on the teaching site where students can earn 50% or more of their degree. All departments must conduct assessments by site if students can earn 50% or more of their degree at a teaching site. Establishment of new teaching sites must be approved by the Provost. In addition, the Office of the Provost must be informed of any course offering at locations that are not recognized teaching sites.

Date: 9/20/17 Department Name: Curriculum, Instruction, and Special Education

Contact Person: Mary Ariail Email: mary.ariail@usm.edu

Have the changes requested below been submitted to Academic/Graduate Council? [x] Yes [ ] No

[x] Program (Emphasis) [ ] Minor [ ] Certificate

Title AND Degree: Education (Elementary Education) EdS CIP Code (6 digits): 13.0101

For Certificates: # Hours for Completion: [ ] Cert. Level: [ ] UGRD [ ] GRAD Post-Baccalaureate [ ] GRAD Post-Masters

Offer the Program, Emphasis Area, Minor or Certificate at the checked locations listed below (check ALL the locations where the program/emphasis/minor/certificate listed above will NOW be offered):

[ ] Hattiesburg [ ] Gulf Park 100% [ ] Gulf Park (50-99%) [ ] GCRL [ ] Stennis

[ ] Online 100% [ ] Online (51-99%) [ ] Meridian [ ] Jackson, MS [ ] Keesler

Is the program/emphasis/minor/certificate a NCATE major? [ ] Yes [ ] No

If Online 100% is checked, are all courses available online at this time? [ ] Yes [ ] No

Inactivate/Suspend the Program/ Emphasis Area/ Minor/Certificate listed above at ALL locations:

Last semester student can be admitted (e.g. Fall 2014): Fall 2017

Additional Instructions/Comments:

Signatures for Approval

Chair/Director: Mary Ariail

Date: 9-28-17

Dean: [Signature]

Date: 10/3/17

Academic Program, Emphasis Area, Minor or Certificate Processing Form

Please complete this form to process teaching locations of approved programs, emphasis areas, minors or certificates. Return the form with signatures to Institutional Research, Box 5167. Academic/Graduate Council should have been notified of the changes requested below.

The designated location of an academic program or emphasis area is based on the teaching site where students can earn 50% or more of their degree. All departments must conduct assessments by site if students can earn 50% or more of their degree at a teaching site. Establishment of new teaching sites must be approved by the Provost. In addition, the Office of the Provost must be informed of any course offering at locations that are not recognized teaching sites.

Date: 9/20/17 Department Name: Curriculum, Instruction, and Special Education

Contact Person: Mary Ariail Email: mary.ariail@usm.edu

Have the changes requested below been submitted to Academic/Graduate Council? [x] Yes [ ] No

[x] Program (Emphasis) [ ] Minor [ ] Certificate

Title AND Degree: Education (Elementary Education) PhD CIP Code (6 digits): 13.0101

For Certificates: # Hours for Completion: [ ] Cert. Level: [ ] UGRD [ ] GRAD Post-Baccalaureate [ ] GRAD Post-Masters

Offer the Program, Emphasis Area, Minor or Certificate at the checked locations listed below (check ALL the locations where the program/emphasis/minor/certificate listed above will NOW be offered):

[ ] Hattiesburg [ ] Gulf Park 100% [ ] Gulf Park (50-99%) [ ] GCRL [ ] Stennis
[ ] Online 100% [ ] Online (51-99%) [ ] Meridian [ ] Jackson, MS [ ] Keesler

Is the program/emphasis/minor/certificate a NCATE major? [ ] Yes [ ] No

If Online 100% is checked, are all courses available online at this time? [ ] Yes [ ] No

Inactivate/Suspend the Program/ Emphasis Area/ Minor/Certificate listed above at ALL locations:

Last semester student can be admitted (e.g. Fall 2014): Fall 2017

Additional Instructions/Comments:

Signatures for Approval

Chair/Director: Mary Ariail

Date: 9-28-17

Dean: [Signature]

Date: 4/3/17



THE UNIVERSITY OF  
**SOUTHERN MISSISSIPPI.**  
GULF COAST

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DEPARTMENT OF HUMAN CAPITAL DEVELOPMENT

730 East Beach Boulevard, Box 5128 | Long Beach, MS 39560

Phone: 228.214.3517 | [www.usm.edu/gc/hcd](http://www.usm.edu/gc/hcd)

Date: September 7, 2017

To: Jennifer Walker, Associate Dean  
College of Science and Technology- Gulf Park

From: Cyndi Gaudet, Chair and Professor *chg*  
Department of Human Capital Development

Through: Curriculum Committee  
College of Science and Technology

Subject: Revised Plan of Study

The Department of Human Capital Development faculty request approval of a revised plan of study for the Human Capital Development (HCD) doctoral program.

The HCD faculty approved the inclusion of a pre-proposal course, HCD 891, *Research in HCD*, as a required research course for all HCD doctoral students. HCD 891 will include the completion of the pre-proposal, as well as the written comprehensive examination. HCD 891 is a 3-hour course to provide students with instruction, coaching, and comprehensive feedback to develop a dissertation proposal. With the addition of HCD 891 as a required course, the number of required dissertation hours (HCD 898) will be reduced from 12 hours to 9 hours, resulting in no change in the overall number of hours required for the HCD PhD program.

## EXTERNAL EMPLOYMENT AND THE GRADUATE ASSISTANTSHIP

Any student holding a graduate assistantship must be enrolled as a full-time student. Therefore, any employment outside the university (external employment) is discouraged, and external full-time employment is prohibited for graduate assistants. Graduate assistants who wish to participate in external employment must obtain written permission from their major professor, graduate coordinator, and school director. The nature and extent of the external employment may be considered in granting permission. Renewal of external employment must be requested and approved annually. If, while engaging in external employment the student is unable to maintain good academic standing or fulfill the required duties of the assistantship, the graduate assistant contract may be terminated. Failure to comply with this policy will result in loss of the assistantship.

  
11/24/17

## **Q: What is a "Consent Agenda" and how will it make our meetings go faster?**

At every board meeting, at least a few items come to the agenda that do not need any discussion or debate either because they are routine procedures or are already unanimous consent. A consent agenda (Roberts Rules of Order calls it a consent calendar) allows the board to approve all these items together without discussion or individual motions. Depending upon the organization, this can free up anywhere from a few minutes to a half hour for more substantial discussion..

### **What belongs on the consent agenda?**

Typical consent agenda items are routine, procedural decisions, and decisions that are likely to be noncontroversial. Examples include:

- Approval of the minutes;
- Final approval of proposals or reports that the board has been dealing with for some time and all members are familiar with the implications;
- Routine matters such as appointments to committees;
- Staff appointments requiring board confirmation;
- Reports provided for information only;
- Correspondence requiring no action.

### **How are items on a consent agenda handled?**

A consent agenda can only work if the reports and other matters for the meeting agenda are known in advance and distributed with agenda package in sufficient time to be read by all members prior to the meeting. A typical procedure is as follows:

1. When preparing the meeting agenda, the president or chairperson determines whether an item belongs on the consent agenda.
2. The president prepares a numbered list of the consent items as part of, or as an attachment to the meeting agenda.
3. The list and supporting documents are included in the board's agenda package in sufficient time to be read by all members prior to the meeting.
4. At the beginning of the meeting, the chair asks members what items they wish to be removed from the consent agenda and discussed individually.
5. If any member requests that an item be removed from the consent agenda, it must be removed. Members may request that an item be removed for any reason. They may wish, for example, to discuss the item, to query the item, or to register a vote against the item.
6. Once it has been removed, the chair can decide whether to take up the matter immediately or place it on the regular meeting agenda.
7. When there are no more items to be removed, the chair or secretary reads out the numbers of the remaining consent items. Then the chair states: "If there is no objection, these items will be adopted." After pausing for any objections, the chair states "As there are no objections, these items are adopted." It is not necessary to ask for a show of hands.
8. When preparing the minutes, the Secretary includes the full text of the resolutions, reports or recommendations that were adopted as part of the consent agenda.

### **How to start using a consent agenda**

In order to start using a consent agenda, the board should first adopt a rule of order allowing for the consent agenda process. A sample rule is:

“A consent agenda may be presented by the president at the beginning of a meeting. Items may be removed from the consent agenda on the request of any one member. Items not removed may be adopted by general consent without debate. Removed items may be taken up either immediately after the consent agenda or placed later on the agenda at the discretion of the assembly.

It is important to make sure that all directors know what items belong on the agenda and how to move items to and from the consent agenda. For this reason, instruction on using the consent agenda should be part of the board orientation program.

# GRADUATE DEAN'S REPORT: INFORMATION AND UPDATES FROM THE GRADUATE SCHOOL

Fall 2017/October

## Online Nursing Programs Nationally Ranked

Congratulations to the College of Nursing for another year of outstanding rankings for online master's programs in nursing! Reviewed by SR Education Group, Southern Miss nursing programs were ranked 19<sup>th</sup> in the nation in 2018 Top Online Colleges. Rankings were based on academic strength and annual tuition rates. Ranked 24<sup>th</sup> by 2018 Most Affordable Online Colleges, the programs were selected based on "effort to provide economical options for students." For more information see:  
<http://www.onlineu.org/most-affordable-colleges/nursing-masters-degrees>  
<http://www.guidetoonlineschools.com/degrees/masters-nursing>



The Graduate School will be well represented during homecoming activities on Saturday, October 14. Graduate Student Senate president Rachel Young (seated, third from left) is graduate maid. Rachel is a Master of Education student in the Child and Family Studies Program in her second year of service to the GSS. Her hometown is Natchez, Mississippi. Donaven McLaurin (third row, far left) a Ph.D. student in Biological Sciences from Bay Springs, Mississippi, is graduate beau. Homecoming queen Tayla McKinney (second row, third from left), an undergraduate Speech Pathology major from Gulfport, Mississippi, is a current McNair Scholar.

## DEADLINE APPROACHING FOR GRADUATE COMPETITIVE TRAVEL AWARDS (GCTA) APPLICATIONS

The application deadline for Graduate Competitive Travel Awards (GCTA) is 5 pm, Monday, October 23. Travel awards will assist graduate student travel to high impact, national or international conferences, exhibitions, or other scholarly meetings to present original research or exhibit creative works. Requests will be limited to \$500 for domestic travel and \$1000 for international travel. Matching funds from the department are required, but need not be one to one. The application, eligibility requirements, and details are available on the Graduate School website at <https://www.usm.edu/graduate-school>.

## PROPOSALS FOR GRADUATE RECRUITING ASSISTANCE GRANTS DUE SOON

The Graduate School is soliciting applications for Graduate Recruiting Assistance Grants (GRAGs) from schools and departments. Requests for up to \$2000 per year will be considered. Successful applications will describe the proposed recruiting activity, the potential for the activity to engage a diverse population of high-quality prospects, and a prospect outreach plan (using Radius) to encourage submitted applications and enrollment of admitted applicants. At the end of one year, a brief quantitative report on the effectiveness of the project will be required. Applications must be submitted through the department chair or school director. Only one application per school or department will be accepted. The deadline for proposals is 5 pm, Monday, October 30. Details and application form are available on the Graduate School website at <https://www.usm.edu/graduate-school>.

## PROFESSIONAL DEVELOPMENT EVENTS FOR GRADUATE STUDENTS AND FACULTY

### Effective Graduate Student Mentorship Lunch and Learn Workshop

Faculty and advanced graduate students are invited to learn how to manage real life challenges faced by mentors and mentees at the fall 2017 Effective Graduate Student Mentorship Lunch and Learn Workshop to be held Friday, October 27 from noon – 2 pm in the Union Hall of Honors. Faculty and students will join experienced graduate faculty for a meal and roundtable discussions of case studies describing realistic problems that may arise during a student's degree program. Registration will be required. This workshop may be used to fulfill the graduate mentorship training requirement for graduate faculty status. Information and online registration can be accessed at <https://forms.usm.edu/graduate-school/view.php?id=46744>.



Dr. Sarah Morgan, Executive Associate Director and Professor, School of Polymers and High Performance Materials, spending face-to-face time mentoring her students.



The Graduate School will sponsor the 4<sup>th</sup> Annual Three Minute Thesis<sup>®</sup> Competition November 1-3 in the Trent Lott Center beginning at 2 pm each day. On November 1 and 2, Master's/specialist and doctoral students will compete to become finalists in one of four categories: 1) arts and humanities; 2) life, health, and environmental sciences; 3) physical sciences and math; 4) social and educational sciences and business. Those 8 finalists will compete in the finals competition on November 3. From the finalists a Grand Champion and Runner Up will be selected by the judges, and a People's Choice winner will be selected by the audience. Prizes include the following: Finalists (\$250), Grand Champion (\$1000), Runner Up (\$750), People's Choice (\$500). Details and registration form are available on the Graduate School website at <https://www.usm.edu/graduate-school/events>. Deadline for registration is 5 pm, Monday, October 16. Faculty, staff, and students are invited to attend the competition.

## University Libraries Offering Workshops

University Libraries is offering workshops on two free citation management tools, Zotero and Mendeley. Participants will learn how to create an account, export citations from the most widely used scholarly databases, organize citations and automatically generate bibliographies and in-text citations using each tool. The workshop will be offered Tuesday, October 10, from 2:30-3:30 pm and Wednesday, November 15, from noon-1 pm in Cook Library, Room 110 (LIB 110). For more information, contact Elena Azadbakht at [Elena.Azadbakht@usm.edu](mailto:Elena.Azadbakht@usm.edu) or 601.266.6424.

University Libraries is offering a workshop on the basics of APA style. The workshop will teach participants how to format in-text and full citations, how to cite less traditional sources and offer tips for efficient citation management. The workshop will be offered Wednesday, October 11, noon-1 pm in Cook Library Room 110 (LIB 110) and Monday, November 6, 3:30-4:30 pm in Cook Library Room 110 (LIB 110). For more information, contact Elena Azadbakht at [Elena.Azadbakht@usm.edu](mailto:Elena.Azadbakht@usm.edu) or 601.266.6424.

## Office of Research Integrity Workshop

Dr. Ed Jackson will lead the workshop "Writing Successful Grants" on Wednesday, November 15 from 11:30 am to 1 pm in Cook Library Room 123. Lunch is available beginning at 11:30 am for those who preregister. To preregister go to <https://www.usm.edu/research/workshops-and-forums>.

## RESOURCES FOR GRADUATE STUDENTS



GradSense is a financial literacy resource provided by the Council of Graduate Schools in collaboration with TIAA. It provides information on student loans and debt, tips for negotiating job offers, a budget calculator, and many links to financial literacy resources. Please inform your graduate students about this

valuable resource which can be accessed here <http://gradsense.org/gradsense> or through the Graduate School website at <https://www.usm.edu/graduate-school/financial-literacy>.

## USM Foundation Accepting Scholarship Applications for 2018-19 Academic Year

The USM Foundation is accepting scholarship applications for the 2018-19 academic year. Through one online application, students can be matched with several graduate scholarships opportunities. The application deadline is February 15, 2018. To access information online or view the portal, visit: [usmfoundation.com/go](http://usmfoundation.com/go). For questions about scholarships, email [foundation@usm.edu](mailto:foundation@usm.edu) or call (601) 266.5210.

## RECRUITING ACTIVITIES

Graduate recruiting has been going full throttle during much of September and October with staff crossing Mississippi, Alabama, Tennessee, and Florida recruiting for all Southern Miss graduate programs. In addition to a graduate fair at Tougaloo, staff attended graduate and professional fairs at five of the eight Mississippi IHL institutions including Alcorn State, Jackson State, Mississippi State, Mississippi Valley State, and The University of Mississippi. Participating in the Alabama Connection, staff visited public and private universities from Huntsville to Mobile. In Tennessee, graduate fairs at Christian Brothers College, Rhodes College, and The University of Memphis were attended, and in Florida, a team attended a graduate and professional fair at The University of West Florida. Upcoming recruiting events include the 26<sup>th</sup> Annual National Ronald E. McNair Graduate and Recruitment Fair in Schaumburg, Illinois October 20-22, and the 52<sup>nd</sup> National Collegiate Honors Council Annual Conference in Atlanta, Georgia in November. These events will wrap up the recruiting season. At each event, prospect data and contact information is collected and loaded into Radius. Please reach out to these prospective students via Radius access. Graduate School recruiting efforts are led by Carolyn Cawthon, Director of Operations and Recruitment and McNair Program Director, with assistance from the entire Graduate School staff.

**Graduate Council Minutes**  
**The University of Southern Mississippi**  
**September 18, 2017**

The Graduate Council met at 3:00 p.m. on September 18, 2017, in McCain Library, Room 203 with Dr. Leisa Flynn, Chair of the Graduate Council, presiding.

The following voting members were present: Dr. Laurel Abreu, Dr. Nell Adkins, Dr. Patrick Biber, Dr. Brad Dufrene, Dr. Dana Fennell, Dr. Hollie Filce, Dr. YanLin Guo, Dr. Stacey Hall, Dr. Jennifer Lemacks, Dr. Sarah Morgan, Dr. Vanessa Murphree, Dr. Rebecca Newton, Dr. Edward Sayre, Dr. Kyna Shelley, Dr. Heather Stur, Dr. Alan Thompson, and Dr. Kimberly Ward.

The following non-voting members were present: Dr. Karen Coats, Dr. Douglas Masterson, Mr. Greg Pierce and Dr. Kathy Yadrick for Dr. Trent Gould.

The following guests were present: Ms. Desira Bailey, Ms. Jennifer Culley, Dr. John Eye, Ms. Kathryn Lowery, and Ms. Dawn Porter.

1.0 Call to Order

Dr. Flynn called the meeting to order at 3:00 p.m.

2.0 Adoption of Agenda

Dr. Flynn presented the agenda with for approval. Dr. Morgan moved and Dr. Sayre seconded a motion to approve the agenda. The motion passed.

3.0 Approval of Minutes

Dr. Flynn presented the April 17, 2017 minutes for approval. Dr. Dufrene moved and Dr. Morgan seconded a motion to approve the April 17, 2017 minutes for approval. The motion passed.

Dr. Flynn presented the May 15, 2017 minutes for approval. Dr. Abreu moved and Dr. Shelley seconded a motion to approve the May 15, 2017 minutes for approval. The motion passed.

4.0 Course and Program Proposals

4.1 College of Business

Dr. Flynn presented the request to modify MBA 600, MBA 605, MBA 610, MBA 611, MBA 640, MBA 650 and MBA 660. Dr. Shelley moved and Dr. Morgan seconded a motion to approve the modifications as a group. The motion passed. Dr. Fennell moved and Dr. Sayre seconded a motion to approve the modification of MBA 600, MBA 605, MBA 610, MBA 611, MBA 640, MBA 650 and MBA 660. The motion passed 18-0.

Dr. Flynn presented the request to modify MBA 620. Dr. Sayre moved and Dr. Fennell seconded a motion to table the modification of MBA 620. The motion passed 18-0. Council requested more information from the department clarifying the credentials of the professor teaching the class.

4.2 College of Education and Psychology  
*Department of Child and Family Studies*

Dr. Flynn presented the request to modify SCS 651. Dr. Sayre moved and Dr. Murphree seconded a motion to approve the modification of SCS 651. The motion passed 18-0.

Dr. Flynn presented the request to modify SCS 653. Dr. Hall moved and Dr. Dufrene seconded a motion to approve the modification of SCS 653. The motion passed 18-0.

*Department of Curriculum, Instruction and Special Education*

Dr. Flynn presented the request to add SPE 806. Dr. Sayre moved and Dr. Abreu seconded a motion to approve the addition of SPE 806. The motion passed 18-0.

Dr. Flynn presented the request to modify the Education (Special Education) Ed.S. program. Dr. Shelley moved and Dr. Abreu seconded a motion to approve the modification of the Education (Special Education) Ed.S. program. The motion passed 18-0.

4.3 College of Health – No Business  
*Department of Medical Laboratory Science*

Dr. Flynn presented the request to delete the graduate certificate in Gerontology. Dr. Dufrene moved and Dr. Abreu seconded a motion to approve the deletion of graduate certificate in Gerontology. The motion passed 18-0.

5.0 Officers Report

5.1 Chair – Dr. Leisa Flynn  
No report.

5.2 Chair-Elect –  
No report.

6.0 Standing Committee Reports

6.1 Bylaws Committee –  
No report.

6.2 Credentials Committee – Dr. Ward Sayre  
Dr. Sayre submitted the Credentials report for September 2017 for approval. The report was approved. (see attached)

6.3 Election Committee – Dr. Chaoyang Zhang  
No report.

6.4 Policies and Procedures Committee – Dr. Sarah Morgan  
No report.

6.5 Program Review Committee – Dr. Kyna Shelley  
No report.

- 7.0 Liaisons to University Committees
  - 7.1 Assessment Committee-  
No report.
  - 7.2 Teaching Evaluation Committee –  
No report.
  - 7.3 Online Learning Steering Committee – Dr. Jennifer Lemacks  
No report.
- 8.0 New Business
  - 8.1 Dr. John Eye, Dean of Libraries  
Dean Eye presented the Library’s point-of-view on the importance of doctoral students paying to have their dissertations loaded into UMI ProQuest Dissertations. He felt that it was unnecessary as the importance of that data base is lessening as other open access resources become available.
  - 8.2 Election of Chair -Elect  
Dr. Flynn stated the Chair-Elect would be nominated and voted on at the October meeting.
  - 8.3 Graduate Student Senate Report  
No report
  - 8.4 Dean’s Report  
Dr. Coats presented a report to Council. (See attached)
- 9.0 Announcements
- 10.0 Adjournment  
The meeting was adjourned. The next meeting is scheduled for October 16, 2017 at 3:00. The deadline for submitting materials to the Graduate School for the Agenda is Friday, October 6, 2017.

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Greg Pierce, Recording Secretary

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Dr. Leisa Flynn, Chair

**GRADUATE MINUTES COURSE/PROGRAM/POLICY SUMMARY**  
**September 18, 2017**

**College of Business**

Modify:	MBA 600	<u>Organizational Behavior and Leadership.</u> CIP code 52.0201.
To:	MGT 600	<u>Organizational Behavior and Leadership.</u> CIP code 52.1003. Course description. Effective fall 2018.
Modify:	MBA 605	<u>Marketing Management.</u> CIP code 52.0201.
To:	MKT 600	<u>Marketing Management.</u> CIP code 52.1401. Course description. Effective fall 2018.
Modify:	MBA 610	<u>Analytical Decision Making.</u> CIP code 52.0201.
To:	MGT 611	<u>Analytical Decision Making.</u> CIP code 52.1302. Course description. Effective fall 2018.
Modify:	MBA 611	<u>Managerial Accounting.</u> CIP code 52.0201.
To:	ACC 611	<u>Managerial Accounting.</u> CIP code 52.0305. Course description. Effective fall 2018.
<b>Tabled:</b>	<b>MBA 620</b>	<b><u>Global Economy.</u></b>
Modify:	MBA 640	<u>Financial Management.</u> CIP code 52.0201.
To:	FIN 611	<u>Financial Management.</u> CIP code 52.0801. Course description. Effective fall 2018.
Modify:	MBA 650	<u>Global Business Systems.</u> CIP code 52.0201.
To:	MGT 650	<u>Global Business Systems.</u> CIP code 52.1206. Course description. Effective fall 2018.

Modify: MBA 660 Global Business Strategy.  
CIP code 52.0201.

To: MGT 660 Global Business Strategy.  
CIP code 52.0201. Course description.  
Effective fall 2018.

**College of Education and Psychology**  
*Department of Child and Family Studies*

Modify: SCS 651 School Counseling Field Practicum.  
Pass/fail.

To: SCS 651 School Counseling Practicum.  
A-F grading basis. Course description.  
Effective fall 2018.

Modify: SCS 653 Comprehensive Field Practicum for School  
Counselors.  
Pass/fail.

To: SCS 653 School Counseling Internship.  
A-F grading basis. Course description.  
Effective fall 2018.

*Department of Curriculum, Instruction and Special Education*

Add: SPE 806 Critical Issues in Special Education.  
3 hours. Effective summer 2018.

Modify: Education (Special Education) Ed.S. degree program.  
Face to face and online correspondence format.  
Effective spring 2018. (see attached).

**College of Health**  
*Department of Medical Laboratory Science*

Delete: Graduate Certificate in Gerontology.  
Effective spring 2018. (see attached).

**Revisions: approved**

a. PEC procedure changes (18-0 approved) (see memo attached)

DATE: Sept. 18, 2017		
TO: Graduate Council		
FM: Graduate Credentials Committee		
RE: Graduate Faculty Recommendations		
<b>Name</b>	<b>Department</b>	<b>Recommendation Status</b>
<b>Associate Level 1</b>		
Adolph, Virginia H.	Social Work	A1
Buckley, Matthew R.	Child & Family Studies	A1
Croft, Joseph "Chris"	Economic Development, Tourism & Sport Mngt.	A1
Dedeaux, Timothy	Curriculum, Instruction & Special Ed.	A1
Gooch, Kathy M.	Speech & Hearing Sci.	A1
Houston, Heather L.	Curriculum, Instruction & Special Ed.	A1
Knierim, Matthew T.	Social Work	A1
Myroie, Robika M.	Child & Family Studies	A1
Powell, Rachel K.	Speech & Hearing Sciences	A1
Rupp, Renee B.	Nutrition & Food Systems	A1
Sumrall, Sonya	Child & Family Studies	A1
Switzer, Cimmie	Curriculum, Instruction & Special Ed.	A1
Trest, Michael	Curriculum, Instruction & Special Ed.	A1
Williams, Courtney L.	Social Work	A1
<b>Associate Level 2</b>		
Dudzinski, Kathleen	Psychology	A2
Eskelinen, Holli C.	Psychology	A2
Kiker, Kendall	Theatre	A2
Kilgore, Jonathan C.	Music	A2
Tedesco, Burton, R.	Theatre	A2
<b>Associate Level 3</b>		
Almonte, Carla	Psychology	A3
Altman, Safra	Coastal Sciences	A3
Barry, Christopher T.	Psychology	A3
Barry, Tammy D.	Psychology	A3
Blankenship, Ann E.	Educational Research & Administration	A3
Bullard, Stephen A.	Coastal Sciences	A3
Calabrese, Anthony A.	Psychology	A3
Franks, Amanda D.	Curriculum, Instruction & Special Ed.	A3
Hartsell, Taralynn	Curriculum, Instruction & Special Ed.	A3
Hoffman, Garrett D.	Educational Research & Administration	A3
Lotz, Jeffrey M.	Coastal Sciences	A3
Lovern, Douglas A.	Advanced Practice	A3
McKinley, Lauren E.	Psychology	A3
Taylor, Justin	English	A3
Walter, John F.	Coastal Sciences	A3
Willett, Kristine L.	Coastal Sciences	A3
<b>Associate Level 4</b>		
Collins, Mary Jane	Advanced Practice	A4
<b>Regular Level 1</b>		
Arrington, Amy B.	Public Health	R1
<b>Regular Level 2</b>		
Anderson-Lewis, Charkarra	Public Health	R2
Choi, Juwon	Economic Development, Tourism & Sport Mngt.	R2
Hess-Holden, Chelsey	Child & Family Studies	R2
Stengrim, Laura A.	Communication Studies	R2
Wang, Wei	Economic Development, Tourism & Sport Mngt.	R2
<b>Regular Level 3</b>		
Adams, Jacquelyn	Music	R3
Ariail, Mary	Curriculum, Instruction & Special Ed.	R3
Bunchman, Michael	Music	R3
Clay, Robert Adam	English	R3
McLain, Nina E.	Advanced Practice	R3
Puckett, Terry "Mark"	Geography & Geology	R3
Tinnon, Elizabeth A.	Collaborative Nursing Care	R3
<b>Credentials Committee</b>		
<b>Dr. Edward Sayre, Chair</b>		

Plan of Study:

Ed.S. in Special Education

33 Hours Minimum

~~06/04/12~~

Student ID Admit Term Completion Term Admit Type

Advisor & telephone

05/01/18

Mark up

Coursework:

33 Hours Minimum

(above master's degree)

Prerequisites:

REF 601

Required:

18 Hours

REF 602

~~SPE 691~~

~~SPE 791-A~~

~~SPE 791-B~~

SPE 794

SPE 600

SPE 792

~~CISE 809~~

total req

3

3

2

3

3

3

3

18

~~Any~~

Spring

Fall

Spring

Spring

Any

Summer

Transfer Hours - 6 hrs only

Milestones (in order of completion)  
Check Deadlines

Plan of Study Form Submitted to Graduate School

Responsible Conduct of Research Training

Date Completed

\*Transfer Transcripts Received (List as on Transcript in Graduate School at least 1 month before graduation)

18 hrs of coursework at 600 level or higher

No Incomplete Grades

3.0 GPA required for graduation

Application for Degree to be Filed in Graduate School at least one semester before planned graduation

Comprehensive Exam

Exit Survey

\*\*Not all emphasis area sequences lead to licensure. Check with an advisor for courses required for licensure in each area.

Students entering the Ed.S. program without sufficient content area knowledge may be required to complete additional coursework in Special Edu.

Electives

Emphasis Area: 15 Hours

Choose 5 classes from the following abilities area or a set of 5 from a single ability

1. xxx 3
  2. xxx 3
  3. xxx 3
  4. xxx 3
  5. xxx 3
- total electives 15

Total Hours: 33

Signatures:

Student\*

Advisor\*

Chair/Director

Ability Areas

LD/MBR	SEV/SLID	CI/ETED	EBB
630 or 640, Sum	655, Sum	660, Sum	660, Sum
631, Spr	643, Sum	661, Sum	651, Fall
632, Sum	645, Sum	662, Sum	652, Spr
634 or 680, F/Sp	688, Sum	663, Sum	654 or 680
688, Sum	644 or 680	664, Sp/Sur	655, Sum

instead add ->

Students wishing to add supplemental teaching endorsements through this degree must complete approved elective sequences. Select electives with the approval of your advisor.

Academic Program, Emphasis Area, Minor or Certificate Processing Form

Please complete this form to process teaching locations of approved programs, emphasis areas, minors or certificates. Return the form with signatures to Institutional Research, Box 5167. Academic/Graduate Council should have been notified of the changes requested below.

The designated location of an academic program or emphasis area is based on the teaching site where students can earn 50% or more of their degree. All departments must conduct assessments by site if students can earn 50% or more of their degree at a teaching site. Establishment of new teaching sites must be approved by the Provost. In addition, the Office of the Provost must be informed of any course offering at locations that are not recognized teaching sites.

Date: 8/23/17 Department Name: College of Health (listed in inventory as Public Health, however)

Contact Person: Kathy Yadrick Email: m.yadrick@usm.edu

Have the changes requested below been submitted to Academic/Graduate Council? [x] Yes [ ] No (in process)

[ ] Program (Emphasis) [ ] Minor [x] Certificate

Title AND Degree: Graduate Gerontology Certificate CIP Code (6 digits): 30.1101

For Certificates: # Hours for Completion: 15 Cert. Level: [ ] UGRD [x] GRAD Post-Baccalaureate [ ] GRAD Post-Masters

Offer the Program, Emphasis Area, Minor or Certificate at the checked locations listed below (check ALL the locations where the program/emphasis/minor/certificate listed above will NOW be offered):

[ ] Hattiesburg [ ] Gulf Park 100% [ ] Gulf Park (50-99%) [ ] GCRL [ ] Stennis

[ ] Online 100% [ ] Online (51-99%) [ ] Meridian [ ] Jackson, MS [ ] Keesler

Is the program/emphasis/minor/certificate a NCATE major? [ ] Yes [ ] No

If Online 100% is checked, are all courses available online at this time? [ ] Yes [ ] No

Inactivate/Suspend the Program/ Emphasis Area/ Minor/Certificate listed above at ALL locations:

Last semester student can be admitted (e.g. Fall 2014): Fall 2017

Additional Instructions/Comments: This program has been inactive in terms of enrollment since spring 2014.

Signatures for Approval

Chair/Director: [Signature]

Date: 8/25/17

Dean: [Signature]

Date: 8/25/17



THE UNIVERSITY OF  
**SOUTHERN MISSISSIPPI**

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COLLEGE OF EDUCATION AND PSYCHOLOGY DEAN'S OFFICE

118 College Drive #5023 | Hattiesburg, MS 39406-0001

Phone: 601.266-4568 | Fax: 601.266-4175 | www.usm.edu

To: Graduate Council

From: Trenton Gould, Interim Dean   
Chair, Professional Education Council 9/6/17

Date: September 7, 2017

Subject: Professional Education Council Approval Procedure

Based on my authority as chair of the Professional Education Council (PEC), and following discussion and consultation with the Executive Committee for PEC in the College of Education and Psychology, I would like to propose the following alterations to the PEC.

First, all proposals submitted to the PEC would henceforth be required to only have a single read. A second read will no longer be required of proposals. PEC would still have the option to table a proposal should additional reads be necessary.

Second, we propose coordinating PEC meetings with those of the Academic and Graduate Councils to expedite the proposal review and approval process. Proposals that involve licensure programs and originate from College curriculum bodies will be forwarded directly to the respective Council (Academic or Graduate), from which they will be referred to the PEC for review prior to the subsequent Council meeting. As a matter of procedure, Debbie Stoulig, has worked with Academic Council and PEC to facilitate these changes to the master calendar.

All changes have been ratified by PEC, and we are prepared for immediate implementation.

Please feel free to contact me if you have any questions.

cc. Debbie Stoulig, Assistant to the Dean, Assessment

# GRADUATE DEAN'S REPORT: INFORMATION AND UPDATES FROM THE GRADUATE SCHOOL

Fall 2017/September

## MCNAIR SCHOLARS PROGRAM FUNDED!

Congratulations to Carolyn Cawthon, Director of USM's McNair Scholars Program, and the entire McNair team on their successful application for program renewal from the U.S. Department of Education. Funded for 5 years at a total of \$1.16 M, the program supports academic and research opportunities for first generation/low income and underrepresented undergraduate students. The program aims to equip Scholars for the challenges of graduate school with an eye toward their earning a doctorate. The McNair Program, first established in 2000 and serving nearly 425 students over 17 years, is administered in the Graduate School.



McNair Scholars visited Gulf Park, Stennis, and GCRL to experience research activities on those campuses during summer 2017 activities.

## ANNOUNCING THE GRADUATE COMPETITIVE TRAVEL AWARDS (GCTA) PROGRAM

The Dean of the Graduate School and the Vice President for Research are happy to announce the jointly-sponsored Graduate Competitive Travel Awards (GCTA) program to assist graduate student travel to conferences, exhibitions, or other scholarly meetings to present original research or exhibit creative works. Beginning academic year 2017-18 with an annual budget of \$20,000, GCTA will support travel to high impact, national or international meetings. Matching funds from departments or colleges will be expected. A call for proposals with instructions will be issued twice during the academic year, in early October 2017 (for spring and summer 2018 travel) and in late summer 2018 (for fall 2018 travel). Requests will be limited to \$500 for domestic travel and \$1000 for international travel. Eligible applicants must be regular-status, continuing master's, specialist, or doctoral students in good academic standing. The applicant must be enrolled during the semester the application is submitted and during the semester of travel (excluding summer). A funded student cannot receive the award if he/she graduates prior to the dates of travel. A student is limited to one application per funding period and may receive only one travel award per academic year. Proposals will be reviewed and funding decisions made by a faculty committee. More information and a call for proposals will be available on the Graduate School website in late September.

## ANNOUNCING GRADUATE RECRUITING ASSISTANCE GRANTS FOR SCHOOLS AND DEPARTMENTS

The Graduate School is allocating up to \$20,000 per year to assist schools and departments with recruiting efforts through the Graduate Recruiting Assistance Grants (GRAGs) program. Schools and departments may request up to \$2000 per year through a competitive grants program to support recruiting efforts. Successful applications will describe the proposed recruiting activity, the potential for the activity to engage a diverse population of high-quality prospects, and a prospect outreach plan (using Radius) to encourage submitted applications and enrollment of admitted applicants. At the end of one year, a brief quantitative report on the effectiveness of the project will be required. Applications must be submitted through the department chair or school director. Only one application per school or department will be accepted. A call for GRAGs proposals will be available on the Graduate School website in early October. Applications will be due in early November.

## GRADUATE SCHOOL PROFESSIONAL DEVELOPMENT AND NETWORKING EVENTS

### Effective Graduate Student Mentorship Lunch and Learn Workshop Coming in October

Faculty and advanced graduate students are invited to learn how to manage real life challenges faced by mentors and mentees at the fall 2017 Effective Graduate Student Mentorship Lunch and Learn Workshop to be held Friday, October 27 from noon – 2 pm in the Union Hall of Honors. Faculty and students will join experienced graduate faculty for a meal and roundtable discussions of case studies describing realistic problems that may arise during a student's degree program. Registration will be required. More information will be available soon on the Graduate School website and through USM Mailout. This workshop may be used to fulfill the graduate mentorship training requirement for graduate faculty status.

### Three Minute Thesis® Scheduled for Early November



The Graduate School will sponsor the 4<sup>th</sup> Annual Three Minute Thesis® Competition November 1-3 in the Trent Lott Center beginning at 2 pm each day. On November 1 and 2, Master's/specialist and doctoral students will compete to become finalists in one of four categories: 1) arts and humanities; 2) life, health, and environmental sciences; 3) physical sciences and math; 4) social and educational sciences and business. Those 8 finalists will compete in the finals competition on Nov. 3. From the finalists a Grand Champion and Runner Up will be selected by the judges, and a

People's Choice winner will be selected by the audience. Prizes include the following: Finalists (\$250), Grand Champion (\$1000), Runner Up (\$750), People's Choice (\$500). Competition details and registration form are available on the Graduate School website at <https://www.usm.edu/graduate-school/events>.



Ecaterina (Kate) Stepaniuc, 2016 Three Minute Thesis Grand Champion

## First Friday Hosted Each Month

A crowd of graduate students from all across campus enjoyed donuts and coffee in McCain Library on Friday, September 1 at the first-ever “First Friday” networking event hosted by the Graduate School. Students had the opportunity to meet their degree auditors and other Graduate School staff, and discuss their research and personal experiences with their colleagues. First Friday will be held each month throughout the fall and spring semesters in the second floor breezeway of McCain Library. Graduate students and faculty are invited to attend.



Graduate students got to know each other over coffee and donuts at First Friday on September 1.

## CHANGES IN GRADUATE SCHOOL STAFF RESPONSIBILITIES PROVIDE OPPORTUNITIES FOR GROWTH AND IMPROVED OPERATIONS

### The Graduate School Welcomes Michaela Donohue

In June 2017 the Graduate School welcomed Michaela Donahue to the staff as Graduate Communications and Documents Specialist. Michaela assists students with formatting theses, capstone projects, and dissertations. She is revising templates and template instructions to make them simpler and more user friendly. She is available to assist students either one-on-one or in workshop settings and has already spent time at Gulf Park, the Gulf Coast Research Laboratory, and Stennis campuses to meet the needs of students on the coast along with Hattiesburg students. She has the website and the Graduate Bulletin in her sights as well, so an improved web presence is expected in the coming months and an easier-to-use Bulletin next academic year. Improvements in these resources will enhance Graduate School communications with the university community. Michaela earned an A.A. in English from Pearl River Community College (2013), a B.A. in English with a concentration in creative writing from Mississippi University for Women (2015), and an M.A. in English from Mississippi State University (2017). She was an editorial assistant for the Mississippi Quarterly while pursuing her master’s degree and a Writing Center tutor at both MSU and MUW. Michaela grew up in Hattiesburg and is excited to return to her hometown to begin her career.



Michaela Donohue



Elisabeth McBride

## **Elisabeth McBride Assumes Expanded Role in the Graduate School**

Elisabeth McBride, Assistant Graduate Admissions and Enrollment Software Manager since April 2016, also became Graduate Enrollment Management Coordinator in August. Working alongside Tracy Barnhill in her former role, Elisabeth built and implemented the new Hobson's Radius portal for graduate applications and continues to assist departments with the software. Her expanded duties include developing comprehensive enrollment management strategies with the goal of increasing new graduate applications and readmission applications, and enrollment of new and continuing students using national, state, and local graduate enrollment data to inform decisions. She will work with departments to improve their communication plans to prospective students in Radius and assist Carolyn Cawthon with developing and implementing strategic recruiting initiatives.

## **GRADUATE SCHOOL POLICY AND PROCEDURE UPDATES**

### **Degree Progress Reports Replace Plans of Study Forms for Newly-admitted Graduate Students**

Effective for all fall 2017 newly-admitted graduate students and continuing forward, the Graduate School is utilizing degree progress reports (DPR's) to monitor progress to degree. Graduate degree auditors will not accept Plan of Study (POS) forms from these students. As the DPR's had to be built with an effective start date, students admitted prior to fall 2017 will continue to use POS forms through graduation, even if granted an extension to their time limit. Any coursework taken by any student (including fall 2017 admits) prior to January 1, 2015 will not be populated on the DPR. The Graduate School is no longer maintaining updates to POS forms on the website, and they will be removed from the website at the end of the fall 2017 semester. Continuing students enrolled prior to fall 2017 must submit POS forms to their degree auditor for preliminary and final degree audits, so departments should maintain updated POS forms for distribution to those students. The graduate DPR works identically to the undergraduate DPR which many faculty are familiar with using. If faculty are unfamiliar with DPRs and have questions, need assistance, or would like to be trained on how to use the DPR, they should contact Tracy Barnhill.

### **Approval Form for Dissertations, Nursing Capstone, and Theses Proposals Modified to Include Regulatory Compliance Statements**

A student performing research involving human subjects or live vertebrates must obtain approval from the Institutional Review Board (IRB) or the Institutional Animal Care and Use Committee (IACUC), respectively, prior to beginning the project. To ensure IRB or IACUC approval has been received, if applicable, the proposal (prospectus) approval form now requires acknowledgement of the regulatory compliance review and a copy of the letter of approval from the IRB or IACUC. As it did before, the form requires signatures of the committee chair, committee members, department chair, and student.

*Taking You TO THE TOP!*

*Elevating you to a higher level of academic and professional achievement*