

Summary of 2012/13 Senate Actions and Resolutions

Eighteen Senate Actions were passed by the Faculty Senate during the 2012/13 academic year. Their dispositions and Senate Resolutions are listed below.

Senate Actions

SA 1-12/13	Approved	New Program: Bachelor of Science in Health Services
SA 2-12/13	Approved	New Program: English for Speakers of Other Languages Minor BA and BS
SA 3-12/13	Approved	Senate Action on Grade Appeal and Academic Grievances
SA 4-12/13	Approved	Senate Action for Creation of a Study Away Review Committee
SA 5-12/13	Approved	Program Deletions: Classics-Latin Concentration BS in Ed; Classics-Latin Concentration
SA 6-12/13	Approved	Program Deletion: Master of Science in Education, Secondary Music
SA 7-12/13	Approved	New Program: Minor in Japanese
SA 8-12/13	Approved	Senate Action to Implement Public Affairs Graduation Requirement
SA 9-12/13	Approved	New Program: Certificate in Press Politics
SA 10-12/13	Approved	New Program: Education of the Deaf and Hard of Hearing Online Graduate Certificate
SA 11-12/13	Approved	New Program: Master of Occupational Therapy
SA 12-12/13	Approved	New Program: Bachelor of Applied Science in Hospitality and Restaurant Administration
SA 13-12/13	Approved	New Program: Graduate Certificate in Individualized Studies
SA 14-12/13	Approved	Program Deletion: MSN Family Nurse Practitioner Post Masters Certificate
SA 15-12/13	Approved	Revised Courses for Inclusion in the General Education Program
SA 16-12/13	Approved	Existing Courses Approved for Inclusion in the General Education Program
SA 17-12/13	Approved	New Courses Approved for Inclusion in the General Education Program
SA 18-12/13	Approved	General Education Program Change with Faculty Senate Amendments

Senate Resolutions

- SR 1-12/13 Resolution in Honor of Dr. Terrel Gallaway 2011-2012 Faculty Senate Chair
- SR 2-12/13 Resolution in Honor of Dr. Cindy Hail 2011-2012 Secretary of the Faculty
- SR 3-12/13 Resolution in Honor of Mr. Ed DeLong 2011-2012 Faculty Senate Parliamentarian
- SR 4-12/13 Senate Resolution on Course Records Retention
- SR 5-12/13 Resolution on Ad Hoc Committee for Public Affairs Upper-Division Requirement
- SR 6-12/13 Resolution on Ad Hoc Study Away Advisory Committee
- SR 7-12/13 Resolution Conferring Honorary Doctorate upon Mr. John Goodman
- SR 8-12/13 Senate Resolution on Digital Literacy

Principles for Revision of the Faculty Handbook

Based on discussions of:

- Provost's Advisory Council on Tenure and Promotion
- Compensation Committee

This is the document brought to Senate last year. Notes in italics represent current status of each item.

Principles I: Revisions of Tenure and Promotion Sections in the Faculty Handbook

1. The Darr School of Agriculture and the Department of Library Science represent departmental units that are part of MSU but not part of any College and they therefore require special processes for tenure and promotion. Provisions must be added to the Handbook to allow tenure and promotion processes in these units to proceed without a review at the College level.
 - Darr is a new unit and its policies are still in development.
 - Policies for the Department of Library Science are currently inconsistent with the Handbook, but the structure and function of that unit is sufficiently different that a distinct T&P process may be appropriate. However, differences must be explicitly permitted by the Handbook.
 - We note that accommodation of these two units will require many additional revisions to the Handbook.
 - *Last year, amendments were made to clarify the roles of the Dean of Library Services as Department Head of the Department of Library Science, and of the Director of the Darr School of Agriculture.*
 - *Details of how annual review and tenure and promotion policies will differ for these units have not specified yet.*

2. Language needs to be clear as to what criteria for promotion are in effect for Associate Professors working on the rank of Professor.
 - There is some ambiguity in the current statement. FHRC is currently working on an update.
 - *Language was added to clarify which version was applicable. The added language included examples.*

3. Early tenure and/or promotion is currently allowed for individuals who have an "exceptional record." The Handbook should provide guidance for what constitutes "exceptional" and require that departmental T&P guidelines include clear descriptions of their expectations for early tenure and/or promotion.
 - Suggestion: Require that a candidate's record in both teaching and research be both qualitatively significantly above the norm for tenure and/or promotion; require that examples of expectations for early tenure/promotion be included in departmental documents.
 - *Specific language was added to the handbook on this topic. (Departmental guidelines should be updated to reflect these changes.)*

4. The role of the departmental personnel committee and Dean in the selection process for external reviewers should be made clear.
 - FHRC has drafted an amendment which includes the following provisions:
 - The departmental personnel committee will not have a mandatory role in the process, but may provide advice and consultation at the request of either the candidate or the Head.
 - The Dean will need to approve the list of external reviewers.

- X *Language has been added to address this based on feedback from Senate. Departments may specify the extent to which their personnel committee must be involved. The Dean's role is one of verifying that appropriate procedures have been followed.*

Principles II: Revisions of Annual Review Sections in the Faculty Handbook

1. It is an expectation that all academic departments conduct an annual performance review that results in some form of categorical rating.
 - Each department's rating system should be designed so that the ratings could be used to calculate a salary increase based on merit if a salary pool above 2% becomes available.
 - Flexibility in categorical ratings is permitted (by College), but ratings based on numerical scales are most readily adapted to assignment of merit pay.
 - *Language has been added that address some aspects of this system.*

2. For consistency, T&P plan and annual performance review plans should utilize comparable criteria in the areas of teaching, research, and service.
 - It is expected that consistency between T&P and annual performance review plans will be evaluated periodically at both the Departmental and College levels.
 - *At least in principle, this should already be policy to which all units adhere. Language should be added to the HB to emphasize this.*

3. The T&P review is cumulative and the annual performance review's categorical rating represents only a snapshot of one year's work.
 - *This needs to be stated clearly in the HB.*

Should sufficient funds become available for salary increases above 2%, new processes may need to be developed with input from the Compensation Committee that take into account both equity and performance.

- When merit pay becomes possible again, effort will be made to incorporate performance from years when merit pay was not available. Units that did not require categorical ratings for some or all of those non-merit-pay years will need to devise plans to account for those periods.
 - We note that faculty may apply for equity adjustments even in years where there has been no merit pay, and this can be a way of addressing major achievements during "lean" years.
 - *Section 5.2 now states that the Compensation Committee will draft guidelines for any new performance-based compensation system (merit pay).*
 - *It has been suggested that FHRC add language to clarify expectations for equity-based adjustments.*
4. Clinical faculty, research faculty, and instructors may be allowed representation on departmental evaluation committees for annual reviews of faculty in similar positions (but not for tenure-track faculty). Decisions on whether or not to allow this should be made at the departmental level, with approval of the college dean.
 - X *This needs to be addressed in the HB.*

 5. When a committee that hears appeals on annual reviews (merit ratings) is considering appeals from instructors, clinical faculty, or research faculty (i.e., non-tenure track faculty), the committee should include representation from a faculty member of equivalent status (e.g., if there is an appeal from an instructor, the appeals committee should include a instructor).
 - *This needs to addressed in the HB to indicate that an appeals committee must include appropriate representation.*

FHRC

Revisions for Septennial Review

September Faculty Senate Meeting

The following shows a list of topics already identified for revisions by FHRC. This is by no means an exhaustive list and we expect to discover additional sections that require changes. We welcome input from all sectors within the campus community.

Here are sections that we expect to address:

Throughout Handbook

- Replace specific references to campus web pages (which change frequently) to more general references (e.g., “posted on the Provost’s website).
- Update changes in titles (e.g., Extended Campus → MSU Outreach)
- Add “sexual orientation” to sections discussing nondiscrimination policies.

Ch. 1 Purpose/Organization/Governance

- Revision / update / reorganization of mission statement, etc.
- Update institutional history (currently ends with Nietzel’s appointment as President)
- Update / revise discussions of teaching / research / service
- Replace detailed list of professional accreditations / approvals with link to Program Review website (specific listings change); eliminate detailed list of faculty memberships in professional organizations
- Administrative governance (update / correct titles and descriptions).
- Question – College Councils: student representatives?

Ch. 2 Recruitment and Employment

- Question on requirement for written approval for releasing personal records (current language problematic)

Ch. 3 Academic and Personnel Policies

- Some clarifications helpful, particularly regarding per course faculty who do not go through formal new faculty orientation – who is responsible for communicating university policies and procedures?

Ch. 4 Faculty Evaluations

- Evaluation of student advisement as Teaching
- In tenure / promotion / evaluation processes, communication of decisions at each level back to earlier committees, etc.
- Discussion of processes for AGR and LIB
- Evaluations for per course faculty?

Ch. 5 Salary Policies

- Clarification of equity adjustment criteria?

Ch. 6 Fringe Benefits

- Clarification of workers comp issues

Ch. 7 Faculty Development

Ch. 8 Leave Benefits

Ch. 9. Professional Issues

Ch. 10 Research

Ch. 11 Outside Activities / Conflict of Interest

- 11.2 add discussion of nepotism (from 2.3.2)

Ch. 12 Academic Administrator Policies

Ch. 13 Academic Personnel Grievance Policies – revisit

Ch. 14 Professional Processes Review Process – revisit

Ch. 15 Separation from Employment

Ch. 16 Amendments

Appendix A Creation of Intellectual Property Policy

Appendix B Financial Exigency Policy

APR 11 2013

Missouri State University
Curricular Proposal - New Program
(MAJOR, OPTION, MINOR, CERTIFICATE, OR CERTIFICATION)

This form is to be used for internal Missouri State approval of any proposal for a new program involving two or more courses, including any new graduate program, new undergraduate major (whether comprehensive or non-comprehensive), new option within an existing program (whether graduate or undergraduate), new minor, new certificate, or new certification program.

New graduate programs, new undergraduate majors, and certificate programs involving more than 18 credit hours require approval by the CBHE as well as approval through the Missouri State curricular process. CBHE applications for such programs are processed through the Office of the Graduate College, regardless of whether the program is graduate or undergraduate. Contact the Graduate College, CARR 306, for a copy of the CBHE policies and information concerning proposal development. All proposals for new programs requiring CBHE approval should progress through the Missouri State curricular process accompanied by a draft of the required CBHE documentation.

Department Graduate College Date February 14, 2013

Attach on separate sheets (1) statement of rationale and objectives, (2) estimated costs for first five years, and (3) complete catalog description (including new courses and course changes pending approval). [Note: For new programs requiring CBHE approval, CBHE forms NP, PS, and PG will satisfy #1 and CBHE form FP will satisfy #2.]

PROPOSED PROGRAM Master of Science in Interdisciplinary Studies

Major XX Comprehensive Major Option Minor Certificate Certification Academic Rules Other

Degree Applicability Master of Science

General Education Courses Required Total Hours N/A

General Education Courses Recommended Total Hours N/A

Requirements (including Admission) and Limitations for Specific Degree See attached # 3

Courses Required in Department See attached #3 Total Hours 36 minimum

Courses Required in Other Departments See attached #3 Total Hours

Prerequisites for Required Courses See attached #3

Recommended Electives in Department See attached #3 Total Hours

Recommended Electives in Other Departments See attached #3 Total Hours

Limitations on Electives See attached #3

DEPARTMENT Route according to ART VI, SEC 3B(1-4) of Bylaws of the Faculty Senate. Attach New Program Resource Information form (FS-302a/06) and forward three typed, originally signed forms to one of the following (please mark all that apply). If the program needs to go through more than one committee/council, forward one additional form for each additional council/committee marked.

- College Council (Send all new undergraduate programs through College Council as first step before forwarding either to PEC, CGEIP, or directly to Faculty Senate)
Professional Education Committee (All proposals affecting BS and MS in Education and Educational Specialist degrees)
Committee on General Education and Intercollegiate Programs (All general education and multi-college programs)
X Graduate Council (All graduate programs)

Signature Tom Tomasi Department Head (Routing on Reverse Side)

Date 2/12/13

ROUTING

1. COLLEGE COUNCIL (ART VI, SEC 3B)

APPROVED After dean review/comment, forward two signed copies of final action to the Secretary of the Faculty for disposition, or forward appropriate number of copies to next committee level for approval.

DISAPPROVED Return one signed copy of final action to the appropriate Department Head.

Comment (s) _____

Signature _____ Date _____
Chairperson

2. DEAN OF THE COLLEGE (ART VI, SEC 5)

REVIEWED Return to College Council Chair within ten days of receipt for disposition.

Comment (s) _____

Signature Tom J. Omari Date 2/13/13
Dean of the College

3. PROFESSIONAL EDUCATION COMMITTEE (ART III, SEC 9)

APPROVED Forward two signed copies of final action to the Secretary of the Faculty for disposition, or forward three signed copies to next committee level for approval.

DISAPPROVED Return one signed copy of final action to the appropriate Department Head.

Comment (s) _____

Signature _____ Date _____
Chairperson

4. COMMITTEE ON GENERAL EDUCATION AND INTERCOLLEGIATE PROGRAMS (ART IV, SEC 2)

APPROVED Forward two signed copies of final action to the Secretary of the Faculty for disposition, or forward three signed copies to next committee level for approval.

DISAPPROVED Return one signed copy of final action to the appropriate Department Head.

Comment (s) _____

Signature _____ Date _____
Chairperson

5. GRADUATE COUNCIL (ART V, SEC 3, OR ART VI, SEC 3B)

APPROVED Forward two signed copies of final action to the Secretary of the Faculty for disposition.

DISAPPROVED Return one signed copy of final action to the appropriate Department Head.

Comment (s) _____

Signature Deanna Carl Date 4/10/13
Chairperson

6. FACULTY SENATE (ART VI, SEC 9)

APPROVED

DISAPPROVED

Comment (s) _____

Signature _____ Date _____
Chairperson

7. PROVOST (ART I, SEC 6; ART VI, SEC 9)

RECOMMENDED TO PRESIDENT

NOT RECOMMENDED TO PRESIDENT

Comment (s) _____

Signature _____ Date _____
Provost

8. PRESIDENT

APPROVED

DISAPPROVED

Comment (s) _____

Signature _____ Date _____
President

FS-2006

NEW PROGRAM RESOURCE INFORMATION

Program Title and Degree: Master of Science in Interdisciplinary Studies

Department: Graduate College

Attach on separate sheets (1) statement of rationale and objectives, (2) estimated costs for first five years, and (3) complete catalog description (including new courses and course changes pending approval).
 [Note: For new programs requiring CBHE approval, CBHE forms NP, PS, and PG will satisfy #1 and CBHE form FP will satisfy #2.]

1. Is another program being deleted or altered? Yes X No
2. If this program affects other departments or colleges, has a memo showing how it will affect them been attached to the proposal? Yes No
3. What justification is being provided to support this proposal? (Current research, accreditation, certification or licensing requirements, other.)

The Council on Graduate Schools (CGS) (Klein, 2010) stated "Interdisciplinary has become a mantra for change in the twenty-first century" (p.1). This organization encourages a multi-disciplinary approach to both research and education. The Master of Science in Interdisciplinary Studies will benefit students who need to acquire focused skills, launch a new career unrelated to his/her undergraduate degree, and/or retool and update knowledge. The MSIS program offers a focused program of study giving students advanced skills in particular subjects, not formally offered, and provides continuing education credit opportunities in many careers.

In addition, the Master of Science Interdisciplinary Studies will expand Missouri State University's mission statement of public affairs because students design their own cohesive program while meeting demands from the workplace.

4. If your response to #3 refers to existing or potential student demand, please indicate the activities undertaken to estimate or verify the potential or existing demand for this new program.

Over the past few years, several students have inquired about the possibility of having a masters in interdisciplinary studies in more than one area of focus. This graduate program is not competing with any current program where a master's degree is already offered in formal tracks/areas.

5. What are the present/future projected enrollments for this program?

1st year 1-3 students 3rd year 4-5 students

In five years, how many students must be: 6

- a) declared minors to justify this new minors continuation NA
- b) declared majors to justify this new majors continuation NA

6. Which of the following would be needed to implement the proposed program? (Check all that apply.) Individuals responsible for specific areas outside of your college must be consulted.

Additional library holdings?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Additional technology or other supplies?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Additional or remodeled facilities?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Additional travel funds?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Additional faculty?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Additional support staff?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Other additional expenses?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

7. Have the individuals responsible for allocation of these resources been contacted to ensure the availability of these resources by the time the program is implemented?

N/A Yes No Yes, but cannot ensure availability

8. Referring to question 6, if additional faculty are not required, please provide a statement as to how faculty will be made available to teach proposed new courses, if any, or to manage increased enrollments in existing courses which are to be included in the proposed new program.

No new faculty will be needed. Existing courses should be able to handle students in this master's program

9. If the responses to question 1 and any parts of question 6 other than additional faculty are "no," please provide a statement as to how the department/school (or center or college) will manage the enrollment figures provided in question 5.

The numbers will, most likely, not be high enough to cause any overcrowding in existing courses.

The signature of the individuals listed below ensures that the items above have been addressed and the resources needed will be made available when the program is implemented.

Tom Tomasi

Department Head

College Dean

1. Statement of Rationale and Objectives:**Rationale:**

An interdisciplinary master's program is becoming more in demand as people move from one job to another because of economic issues of layoffs, cut-backs, and out-sourcing. This 36 credit hour (minimum) program provides a master's degree for those who struggle to find an acceptable fit for professional and creative needs from existing programs. The Masters of Science in Interdisciplinary Studies Program allows students to expand their knowledge and experiences consistent with their professional goals and objectives in one or more areas.

This graduate program will benefit anyone who needs to acquire focused skills, launch a new career unrelated to his/her undergraduate degree, and/or retool and update knowledge. The MSIS offers a focused program of study giving students advanced skills in a particular subject, not formally offered, and provides continuing education credit opportunities in many careers.

Objectives:

The main objective for the Master of Science in Interdisciplinary Studies Program is to provide students with knowledge and skills to maintain a current position in the workplace, move to a higher-paying position, or meet personal goals of increased knowledge in chosen related areas.

2. Estimated Costs for First Five Years

None

3. Complete Catalog Description**Master of Science in Interdisciplinary Studies****Contact Information**

Carrington Hall, Room 306
 901 S National
 Springfield MO 65897
 Phone (417) 836-5335 or toll free 1-866-767-4723
 Fax (417) 836-6888
<http://graduate.missouristate.edu>
GraduateCollege@missouristate.edu

Program Description

Missouri State University offers an innovative interdisciplinary program at the Masters level for students who find traditional masters degrees or formally designed options do not meet their unique, creative, and professional needs or those seeking growth and advancement within their vocations. The M.S.I.S. program allows students, in consultation with graduate faculty in the selected areas, to combine the curricula of at least two programs, to produce a well-designed and intensive program of study. M.S.I.S. students are expected to demonstrate research and writing proficiency appropriate to their career path and program emphasis.

Admission Requirements

- Students must have completed a bachelors degree from a college or university accredited by agencies recognized by Missouri State University or equivalent education from a foreign university;
- An overall GPA of 3.0 on a 4.00 scale, or 3.0 on a 4.00 scale for the last 60 hours of course work, or 3.0 on a graduate transcript with at least 9 credits;
- Two letters of recommendation from individuals able to speak to the applicants academic and professional abilities and potential to succeed in the program;
- Statement of Interest in narrative form submitted to the MSIS Program Coordinator;
- There must be a clear, well-defined program of study established in writing by the student in consultation with the student's Program Committee (see below).

Degree Requirements - minimum of 36-42 hrs*

- Core courses – 4-12 credits
 - Introduction to Graduate School-type course – this course 1-3 credits
 should be taken in one of the areas of the program

 (For example: COM 701, MUS 700, CFE 701, BMS 700
 CEO 700, BIO 794, or other)
 - Research:

- | | |
|---|-----------------------------------|
| ▪ Research methods class – | 1-3 credits |
| ▪ Research experience | |
| ❖ Thesis | 3-6 credits |
| ❖ Non-thesis – paper, project, or performance | 2-6 credits |
| • Primary Area coursework | 12 credits |
| • Secondary Area/s – outside primary area | 12 credits |
| • Additional Electives – | 0-5 credits |
| | Total (minimum) 36 credits |
- Comprehensive exam – must be completed before the degree is granted. Questions from each of the disciplines will be included on the exam.
 - Complete all additional University and Graduate College requirements for completion of a degree program.

*No more than 9 credit hours from College of Business

Areas of emphasis

Additional coursework, in consultation with the student's Program Committee, must be selected from 600-level and above to meet the minimum number of required hours with at least 50% of the courses selected for the degree at the 700-level.

Establishing a Program Committee

With assistance from the MSIS Program Coordinator, the student must seek out and identify a prospective Program Committee of 2 graduate faculty, at least one faculty member from each of the program areas combined in the interdisciplinary degree (approved by the MSIS Oversight Committee). If a thesis option is selected, a 3rd member is required. The MSIS Program Coordinator will serve as an ex-officio member of this committee.

Additional Information

- This program recognizes the versatile, interactive, and ever-evolving world in which we live; and that all forms of intellectual inquiry, whether based in literature, science, education, business, or the arts both influence and are influenced by each other.
- Students have opportunities to engage in critical thinking in and between each area
- This program offers both research and writing opportunities at an advanced level
- If the student elects to complete a thesis, the major advisor must come from the program in which the primary area (most number of credit hours) of coursework is completed. The thesis must follow the University Thesis Guide, using a secondary style guide dictated by the program of primary focus.

Master of Science in Interdisciplinary Studies - Administrative Structure

OVERSIGHT COMMITTEE

Composition

This committee is composed of one faculty member from each academic college selected from names put forward from each college dean, and one at-large member appointed by the Graduate Dean. Service on this committee will be for two year terms, and members may serve an indefinite number of consecutive appointments. Initial terms will be staggered so that about half the committee can be changed each year. This Committee will elect its own chair annually, who works closely with the MSIS Program Coordinator.

Qualifications

To serve on this Oversight Committee, a faculty member must have the following:

- Graduate Faculty Status
- Demonstrated commitment to graduate education
- Interest in and commitment to individualized and interdisciplinary graduate education
- Non-administrative position

Duties

This Oversight Committee will be responsible for

- Setting policy for admission and completion of the master's program
- Assist new students in identifying an appropriate academic advisor
- Approving the list of courses to be included in the primary and secondary coursework areas of each student
- Periodic assessment of the program requirements and policies
- Approve appointment of the Program Coordinator

PROGRAM COORDINATOR (PC)

Selection

The Dean of the Graduate College, with the approval of the Oversight Committee, shall appoint a Program Coordinator (PC) of the Master of Science in Interdisciplinary Studies program who will report to the Graduate Dean and serve a two-year term. The search for, and selection of, the PC shall be done in consultation with the Master of Science in Interdisciplinary Studies Oversight Committee. The PC will serve as an ex-officio, non-voting member of the Oversight Committee. The PC may serve an indefinite number of consecutive appointments subject to the Dean's recommendation and Oversight Committee approval. If a faculty member cannot be recruited for the PC position, the Graduate College Dean may appoint an employee of the Graduate College, or another graduate faculty member who meets the qualifications below, for one year terms until a qualified faculty member is found, subject to approval by the MSIS Oversight Committee.

Qualifications

To serve as the Program Coordinator, this person must have the following:

- Familiarity with the Master of Science in Interdisciplinary Studies Program
- Graduate Faculty Status
- Demonstrated commitment to graduate education
- Interest in and commitment to individualized and interdisciplinary graduate education
- Effective interpersonal communication skills and evidence of ability to effectively interact with diverse constituents
- Non-administrative position (see statement in *selection* paragraph above)

Duties

The duties and responsibilities of the PC include but are not limited to:

- Coordinating decisions regarding the admission and progress of graduate students to the Master of Science in Interdisciplinary Studies program, following the policies set by the Oversight Committee.
- Serving as initial academic advisor for graduate students in the Master of Science in Interdisciplinary Studies Program until such time the students identify a specific program committee
- The PC is responsible for ongoing assessment procedures in consultation with the Oversight Committee.
- Coordinating curricular actions to the graduate program requested by the Oversight Committee
- Directing public relations and recruitment efforts for the graduate program
- Overseeing the development and updating of any print materials and webpages
- Coordinating communication between the student and faculty advisors

APR 11 2013

Missouri State University
Curricular Proposal - New Program
(MAJOR, OPTION, MINOR, CERTIFICATE, OR CERTIFICATION)

This form is to be used for internal Missouri State approval of any proposal for a new program involving two or more courses, including any new graduate program, new undergraduate major (whether comprehensive or non-comprehensive), new option within an existing program (whether graduate or undergraduate), new minor, new certificate, or new certification program.

New graduate programs, new undergraduate majors, and certificate programs involving more than 18 credit hours require approval by the CBHE as well as approval through the Missouri State curricular process. CBHE applications for such programs are processed through the Office of the Graduate College, regardless of whether the program is graduate or undergraduate. Contact the Graduate College, CARR 306, for a copy of the CBHE policies and information concerning proposal development. All proposals for new programs requiring CBHE approval should progress through the Missouri State curricular process accompanied by a draft of the required CBHE documentation.

Department SOC&ANT/THE&DAN College of Humanities & Public Affairs (CHPA) Date January 23, 2013

Attach on separate sheets (1) statement of rationale and objectives, (2) estimated costs for first five years, and (3) complete catalog description (including new courses and course changes pending approval). [Note: For new programs requiring CBHE approval, CBHE forms NP, PS, and PG will satisfy #1 and CBHE form FP will satisfy #2.]

PROPOSED PROGRAM Disability Studies Minor (Interdisciplinary)

Major Comprehensive Major Option Minor X Certificate Certification Academic Rules Other

Degree Applicability Bachelor of Arts (BA), Bachelor of Fine Arts, Bachelor of Science (BS), Bachelor of Social Work

General Education Courses Required n/a Total Hours

General Education Courses Recommended n/a Total Hours

Requirements (including Admission) and Limitations for Specific Degree Courses must be approved by the faculty of the Disabilities Studies Committee for inclusion in the minor. The administrator of the program must approve the course of study for each student who wishes to complete a Disability Studies minor. Minor consists of DAS 100 plus 15 hours for a total of 18 hours.

Courses Required in Department: DAS 100, plus 3 - 6 credit hours Total Hours 6-9

Courses Required in Other Departments: 3 - 6 credit hours Total Hours 9 - 12

Prerequisites for Required Courses As stipulated in each course description.

Recommended Electives in Department Total Hours

Recommended Electives in Other Departments Total Hours 18

Limitations on Electives 3 credit hours from each identified area required with a maximum of 6 credit hours from any area.

DEPARTMENT Route according to ART VI, SEC 3B(1-4) of Bylaws of the Faculty Senate. Attach New Program Resource Information form (FS-302a/06) and forward three typed, originally signed forms to one of the following (please mark all that apply). If the program needs to go through more than one committee/council, forward one additional form for each additional council/committee marked.

X College Council (Send all new undergraduate programs through College Council as first step before forwarding either to PEC, CGEIP, or directly to Faculty Senate)

Professional Education Committee (All proposals affecting BS and MS in Education and Educational Specialist degrees)

X Committee on General Education and Intercollegiate Programs (All general education and multi-college programs)

Graduate Council (All graduate programs)

Signature [Signature] Department Head Date 1-28-13

ROUTING

1. COLLEGE COUNCIL (ART VI, SEC 3B)

APPROVED

After dean review/comment, forward two signed copies of final action to the Secretary of the Faculty for disposition, or forward appropriate number of copies to next committee level for approval.

DISAPPROVED Return one signed copy of final action to the appropriate Department Head.

Comment(s)

Signature C Robinson Chairperson CHHS Chair Date 2/13/13
White 3/19/2013

2. DEAN OF THE COLLEGE (ART VI, SEC 5)

REVIEWED

Return to College Council Chair within ten days of receipt for disposition.

Comment(s)

Signature CHHS Date 2/14/13
Dean of the College CHHS 3/19/2013

3. PROFESSIONAL EDUCATION COMMITTEE (ART III, SEC 9)

APPROVED

Forward two signed copies of final action to the Secretary of the Faculty for disposition, or forward three signed copies to next committee level for approval.

DISAPPROVED Return one signed copy of final action to the appropriate Department Head.

Comment(s)

Signature _____ Date _____
Chairperson

4. COMMITTEE ON GENERAL EDUCATION AND INTERCOLLEGIATE PROGRAMS (ART IV, SEC 2)

APPROVED

Forward two signed copies of final action to the Secretary of the Faculty for disposition, or forward three signed copies to next committee level for approval.

DISAPPROVED Return one signed copy of final action to the appropriate Department Head.

Comment(s)

Signature J. J. G. Date 4/16/13
Chairperson

5. GRADUATE COUNCIL (ART V, SEC 3, OR ART VI, SEC 3B)

APPROVED

Forward two signed copies of final action to the Secretary of the Faculty for disposition.

DISAPPROVED Return one signed copy of final action to the appropriate Department Head.

Comment(s)

Signature _____ Date _____
Chairperson

6. FACULTY SENATE (ART VI, SEC 9)

APPROVED

DISAPPROVED

Comment(s)

Signature _____ Date _____
Chairperson

7. PROVOST (ART I, SEC 6; ART VI, SEC 9)

RECOMMENDED TO PRESIDENT

NOT RECOMMENDED TO PRESIDENT

Comment(s)

Signature _____ Date _____
Provost

8. PRESIDENT

APPROVED

DISAPPROVED

Comment(s)

Signature _____ Date _____
President

Addendum – New Disability Studies Minor Proposal (Area Studies) and Course Proposals
Per Article 6.11 Department Head Signatures for Course Listings of 6 Credit Hours or More

DEPARTMENT Route according to ART VI, SEC 3B(1-4) of Bylaws of the Faculty Senate. Attach New Program Resource Information form (FS-302a/06) and forward three typed, originally signed forms to one of the following (please mark all that apply). If the program needs to go through more than one committee/council, forward one additional form for each additional council/committee marked.

- College Council (Send all new undergraduate programs through College Council as first step before forwarding either to PEC, CGEIP, or directly to Faculty Senate)
- Professional Education Committee (All proposals affecting BS and MS in Education and Educational Specialist degrees)
- Committee on General Education and Intercollegiate Programs (All general education and multi-college programs)
- Graduate Council (All graduate programs)

(ART) Signature	<u>Carlynn Cardenas</u>	Date	<u>1-30-13</u>
(ENG) Signature	<u>H.O. Blackmon</u>	Date	<u>2-1-13</u>
(COM) Signature	<u>Shirley P</u>	Date	<u>1/30/13</u>
(CSD) Signature	<u>Letitia J White</u>	Date	<u>1-30-13</u>
(KIN) Signature	<u>Sharon McClellan</u>	Date	<u>2/1/13</u>
(CFD) Signature	<u>Lindy Hill</u>	Date	<u>2/1/13</u>
(RFT) Signature	<u>Cathy J. Pearson</u>	Date	<u>1-30-13</u>
(CLSE) Signature	<u>Laraine J. Carter</u>	Date	<u>2-1-13</u>

FS-2006

NEW PROGRAM RESOURCE INFORMATION

Program Title and Degree: Disability Studies Minor (interdisciplinary)

Department: SOC&ANT / THE&DAN (CHPA)

Attach on separate sheets (1) statement of rationale and objectives, (2) estimated costs for first five years, and (3) complete catalog description (including new courses and course changes pending approval).
[Note: For new programs requiring CBHE approval, CBHE forms NP, PS, and PG will satisfy #1 and CBHE form FP will satisfy #2.]

- 1. Is another program being deleted or altered? Yes No
- 2. If this program affects other departments or colleges, has a memo showing how it will affect them been attached to the proposal? Yes No

The Disability Studies Minor affects other departments by including course(s) from their programs in this minor. This may help maintain or increase enrollments over time in these courses.

- 3. What justification is being provided to support this proposal? (Current research, accreditation, certification or licensing requirements, other.)

As part of Missouri State University's commitment to Inclusive Excellence, the Disability Studies Faculty Committee seeks to create an Interdisciplinary Disability Studies minor. This minor proposal is based on a socio-political model with medical elements as integrated content within the model. Disability Studies is an emerging field that benefits our students and the wider community (see DAS 100 Bibliography for current research). It will be listed as one of the Area Studies Minors in CHPA so will expand these options.

- 4. If your response to #3 refers to existing or potential student demand, please indicate the activities undertaken to estimate or verify the potential or existing demand for this new program.
A Student Survey taken in 5 different courses from 3 different colleges indicated a 63% interest rate. A workshop and e-mail request resulted in identifying at least 20 faculty members across the 6 colleges with an interest in providing courses for this minor.

- 5. What are the present/future projected enrollments for this program?

1st year n/a 3rd year 15 - 20

In five years, how many students must be:

- a) declared minors to justify this new minors continuation
- b) declared majors to justify this new majors continuation

- 6. Which of the following would be needed to implement the proposed program? (Check all that apply.) Individuals responsible for specific areas outside of your college must be consulted.

Additional library holdings? Yes No
 Additional technology or other supplies? Yes No
 Additional or remodeled facilities? Yes No
 Additional travel funds? Yes No

Additional faculty? Yes No
 Additional support staff? Yes No
 Other additional expenses? Yes No

7. Have the individuals responsible for allocation of these resources been contacted to ensure the availability of these resources by the time the program is implemented?

Yes No Yes, but cannot ensure availability

8. Referring to question 6, if additional faculty are not required, please provide a statement as to how faculty will be made available to teach proposed new courses, if any, or to manage increased enrollments in existing courses which are to be included in the proposed new program.

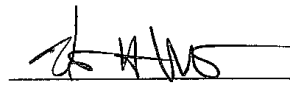
With the exception of the required new course DAS 100, all other courses identified for inclusion in this minor are existing courses that are regularly offered or are optional courses (DAS 397 and DAS 497) which are offered either at the convenience of the instructor or as individual study as a courtesy course. At least three faculty members, Drs. Jamaine Abidogun, History; Telory Davies, Theater; Shannon Wooden, English, are identified to offer the DAS 100 course as part of their load on a rotating basis, so it does not interfere with their current course loads.

9. If the responses to question 1 and any parts of question 6 other than additional faculty are "no," please provide a statement as to how the department/school (or center or college) will manage the enrollment figures provided in question 5.

Enrollment figures and administrative oversight for this minor is under the Associate Dean for the College of Humanities and Public Affairs. The Disability Studies Faculty Committee will address any curricular matters related to the minor.

The signature of the individuals listed below ensures that the items above have been addressed and the resources needed will be made available when the program is implemented.


 Department Head



 College Dean

Additional faculty? Yes No
 Additional support staff? Yes No
 Other additional expenses? Yes No

7. Have the individuals responsible for allocation of these resources been contacted to ensure the availability of these resources by the time the program is implemented?

Yes No Yes, but cannot ensure availability



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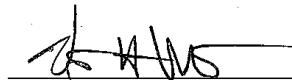
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 Department Head



 College Dean

Disability Studies Minor – Rationale and Objectives (Attachment 1)

As part of Missouri State University's commitment to Inclusive Excellence, the Disability Studies Faculty Committee seeks to create an Interdisciplinary Disability Studies minor. It is an addition to CHPA Areas Studies Programs. This minor proposal is based on a socio-political model with medical elements as integrated content within the model. Disability Studies Minor includes interdisciplinary content, research, and engagement that de-stigmatizes disability by demonstrating the complexity of the social, historical, cultural, political, legal, and medical interactions and influences that create socio-political constructions and continuums related to disability. This minor as an emerging field will serve to benefit Missouri State University faculty, staff, students and the wider community (see DAS 100 Bibliography for current research).

Objectives:

- Develop an understanding of historical and contemporary perceptions of disability
- Identify and appreciate disability culture and its diversity and contributions of persons with disability in society
- Analyze and Evaluate how policies and laws historically and currently influence people with disabilities
- Analyze and critique the various societal and theoretical representations of disability including moral, medical and social models.
- Understand disability as an aspect of diversity that exists across other diverse groups
- Identify and apply the principles of Universal Design across various contexts, i.e. home, work, school, public spaces, etc.
- Prepare students to participate effectively in an inclusive society

Disability Studies Minor Anticipated Costs over the First 5 Years (Attachment 2)

Based on other interdisciplinary Area Studies minor enrollments (Asian Studies, Native American Studies, Latin American Studies, Gender Studies, African American Studies) that range from 4 to 20 students by minor per semester, there should be no significant cost for this minor. The introduction course DAS 100 is the only required new course attached to this minor.

As indicated in the Resources form, there are enough qualified faculty willing and able to teach it. Their plan is to rotate the course among them, so it may be offered on a regular basis without interfering with other required courses they teach for their departments.

Catalog Description: Disability Studies Minor (Attachment 3)

Area Studies Programs

Disability Studies

All undergraduate degree types. *AB*

Administration of the program. Courses must be approved by the faculty of the Disabilities Studies Committee for inclusion in the minor. The administrator of the program must approve the course of study for each student who wishes to complete a Disability Studies minor.

The minor includes DAS 100, plus at least 15 hours of additional course work for a total of at least 18 hours with a minimum grade point average of 2.50 in all courses counted toward the minor. It is recommended that DAS 100 be taken prior to undertaking all other courses included as options in the Disabilities Studies minor.

A student cannot take more than six hours in a particular discipline to complete the minor; exceptions must have the permission of the Administrator. A student can petition to apply a variable content/special topics course or special section of a course not listed below to the minor, with the approval of the Administrator. Such variable content/special topics courses might include: ANT 330(1-3); HST 397(1-3) or 597(1-3); or REL 397(1-3).

- A. DAS 100 (3) required; DAS 397(1-3) Repeatable to 6 hours and DAS 497 (1-3) Repeatable to 6 hours. Must take an additional 3 hours and may take up to 9 hours total including DAS 100 with no more than 6 hours total from either DAS 397 or DAS 497 courses.
- B. Complete 9 - 12 hours with at least three hours from *3 of the 4* areas *no more than 6* with *AB*
 six hours from each discipline (course prefix):
 1. Arts and Letters: ART 366(3), 401(3); COM 360(3); 507(3); ENG 287(3)*, 563(3); THE 515(3), 506/606(3);
 2. Humanities and Public Affairs: ANT 365(3); SOC 420(3)
 3. Health and Human Services and Natural and Applied Sciences: CSD 330(3), 331(3), 380(3); GER 320/PSY354(3); KIN 130(3), 468(3); PLN 505(3); REC 205(3); SWK 219(3);
 4. Business and Education: BUS 307(3), CFD 305(3), 353(3); EDC 345(3); RDG 560(3); SPE 507(3), 560(3).
 *when applicable
- C. Attain a minimum GPA of 2.50 in all courses counted toward the minor.

DAS 100 Introduction to Disability Studies

The course provides a multidisciplinary introduction to the many dimensions of Disability Studies, including the history, social, cultural, political, legal, and economic perspectives on disability in American society. 3(3-0) F, S

DAS 397 Topics Disability Studies

Prerequisite: permission. Topics of general interest in the area of Disability Studies. Examples: *Disability Cultures*, *Disability Rights Movement*, *Deaf Culture*, *Disability & the Law*. May be repeated as topics change to a maximum of 6 hours. Variable Content Course. 1-3 D

DAS 497 Directed Readings

Prerequisite: permission. Analysis of various topics in Disability Studies not covered in regular courses. May be repeated for a maximum of 6 hours, provided that the topic is different. 1-3 D

Disability Studies (DASIDO)

Abbreviated Bibliography

Websites:

- Mouth: Voice of the Disability Nation. <http://www.mouthmag.com/>
- The Ragged Edge, PO Box 145, Louisville, KY 40201. <http://www.raggededgemagazine.com>
- Disability Studies Quarterly. <http://www.dsq-sds.org/>
- Disability History Museum. <http://www.disabilitymuseum.org/>
- Disability Social History Project. <http://www.disabilityhistory.org/>
- Disability Studies in Education. http://www.aera.net/Default.aspx?menu_id=162&id=1297
- Society for Disability Studies. <http://www.museumofdisability.org/>

Books:

- Baird, Robert M., Stuart E. Rosenbaum, and S. Kay Toombs, Eds. (2009). *Disability: the Social, Political, and Ethical Debate*. Amherst, NY: Prometheus Books.
- Barnes, Mercer, & Shakespeare. (1999). *Exploring disability: A sociological approach*. Polity.
- Danforth & Gabel, eds. (2007). *Vital questions facing disability studies in education*. Peter Lang Publishing.
- Callahan, J. (1989). *Don't worry, he won't get far on foot*. New York.
- Condeluci, A. (1996). *Beyond difference*. St. Lucie Press.
- Condeluci, A. (1995). *Interdependence*. GR Press, Inc.
- Davis, Lennard J., Ed. 2013. *The Disability Studies Reader*, 4th edition. New York: Routledge.
- Finger, A. (2006). *Elegy for a disease: a personal and cultural history of polio*. St. Martin's Press.
- Fleischer and Zames. (2001). *The disability rights movement: from charity to confrontation*. Temple University Press.
- Fries, K. (ed.) (1997). *Staring back: An anthology of writers with disabilities*. Dutton.
- Gabel & Danforth, (eds.). (2008). *Disability and the politics of education: An International reader*. Peter Lang Publishing.
- Garland-Thomson, R. (2009). *Staring How We Look*. Oxford University Press.
- Hockenberry, J. (1995). *Moving violations: war zones, wheelchairs, and declarations of independence*. Hyperion.

Disability Studies (DAS100)

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- The Ragged Edge, PO Box 145, Louisville, KY 40201. <http://www.raggededgemagazine.com>
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- Disability Social History Project. <http://www.disabilityhistory.org/>
- Disability Studies in Education. http://www.aera.net/Default.aspx?menu_id=162&id=1297
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