### 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

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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

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.

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:
     o 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.
     o The Dean will need to approve the list of external reviewers.

This is the document brought to Senate last year. Notes in italics represent current status of each item.
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.
   - 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.
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
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, CANR 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 __________________________ Date ________________

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 PP will satisfy #2.)

PROPOSED PROGRAM __________ Master of Science in Interdisciplinary Studies

Major__ 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/council marked.

________ College Council (Send all new undergraduate programs through College Council as first stop before forwarding either to FEC, 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 [Signature]

[Signature]

Department Head __________ Date 2/12/13

(Rev. 01/14/11, Rev. 01/01/10)

PS New Program – 9-2010
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.

   Signature __________________________ 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 __________________________ 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
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 ___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 multidisciplinary 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?
Additional technology or other supplies?
Additional or remodeled facilities?
Additional travel funds?
Additional faculty?
Additional support staff?
Other additional expenses?

Yes  X  No
Yes  X  No
Yes  X  No
Yes  X  No
Yes  X  No
Yes  X  No
Yes  X  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.

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 should be taken in one of the areas of the program 1-3 credits
  - (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.
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.

SOCIETY THEADAN
Department 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 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 12 hours for a total of 18 hours.

Courses Required in Department: DAS 100, plus 3 – 6 credit hours

Courses Required in Other Departments: 3 – 6 credit hours

Total Hours 6 – 9

Prerequisites for Required Courses As stipulated in each course description

Recommended Electives in Department

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, CEGEP, or directly to Faculty Senate)

X 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 Date 1-28-13

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

   - APPROVED
   - DISAPPROVED

   **Comment(s):**
   **Signature:** C. Robinson
   **Chairperson:** CHHS Chair
   **Date:** 3/13/13

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

   - REVIEWED
   - DISAPPROVED

   **Comment(s):**
   **Signature:** J. H. W. S.
   **Dean of the College:** J.
   **Date:** 3/14/13

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

   - APPROVED
   - DISAPPROVED

   **Comment(s):**
   **Signature:**
   **Date:**

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

   - APPROVED
   - DISAPPROVED

   **Comment(s):**
   **Signature:**
   **Date:** 9/16/13

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

   - APPROVED
   - DISAPPROVED

   **Comment(s):**
   **Signature:**
   **Date:**

6. FACULTY SENATE (ART VI, SEC 9)

   - APPROVED
   - DISAPPROVED

   **Comment(s):**
   **Signature:**
   **Chairperson:**
   **Date:**

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

   - RECOMMENDED TO PRESIDENT
   - NOT RECOMMENDED TO PRESIDENT

   **Comment(s):**
   **Signature:** Provost
   **Date:**

8. PRESIDENT

   - APPROVED
   - DISAPPROVED

   **Comment(s):**
   **Signature:** President
   **Date:**
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.

____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)

(ART) Signature  Date

(ENG) Signature  Date

(COM) Signature  Date

(CSD) Signature  Date

(KIN) Signature  Date

(CFD) Signature  Date

(RFT) Signature  Date

(CLSE) Signature  Date
NEW PROGRAM RESOURCE INFORMATION

Program Title and Degree:  ____ Disability Studies Minor (interdisciplinary)_______

Department:  ____ SOC&ANT / THRB&DN (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 ___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 ___X__ 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 5 different colleges indicated a 63% interest rate. A workshop and e-mail request resulted in identifying at least 28 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 ___X__ No
   Additional technology or other supplies?  ____Yes ___X__ No
   Additional or remodeled facilities?  ____Yes ___X__ No
   Additional travel funds?  ____Yes ___X__ 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?
   ____X____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.

[Signatures]

Department Head

College Dean
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?

   _X_ 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.

   [Signatures: 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 Area 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

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 each of the 4 areas no more than 3 of the 4 with six hours from each discipline (course prefix):

1. Arts and Letters: ART 305(3), 361(3); COM 360(3); 507(3); ENG 287(3);* 563(3); THE 515(3), 506/606(3);

2. Humanities and Public Affairs: ANT 385(3); SOC 420(3)

3. Health and Human Services and Natural and Applied Sciences: CSD 330(3), 331(3), 380(3); GER 323/PSY 354(3); KIN 130(3), 135(3); MNL 305(3); REC 205(3); SWK 215(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 (DAStDD)

Abbreviated Bibliography

Websites:

The Ragged Edge, PO Box 145, Louisville, KY 40201. http://www.raggededgemagazine.com

Books:


Disability Studies (DASICO)

Abbreviated Bibliography

Websites:

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/]
Society for Disability Studies. [http://www.museumofdisability.org/]

Books:


