Members Present: Jonathan Parker, David Pearson, Andy Herrity, Shelly Rupard, Shawnn Koning, DawnEllen Jacobs, Bruce Stokes, Gail Rondeaux, Mary Crist, James Lu, Gary Bonner, Pat Kircher, Erica McLaughlin, Nathan Lewis, Sean Sullivan, Troy Lambert, Gary Collins, Connie Milton, Art Cleveland

• David Pearson opened the meeting with prayer.

• Andy Herrity proposed that the MBA program in Church Business Administration be terminated due to low enrollment and limited interest despite significant marketing efforts. The program will be taught out to accommodate the few students currently in the program.

The proposal was approved.

• Gary Collins presented a proposal to develop a Master of Arts in Forensic Psychology
  o The program in forensic psychology is designed for students whose primary interest and intention is working or studying in areas which intersect with the criminal justice system.
  o The program focuses on the theories, evaluation, adjudication and potential treatment of adult and juvenile offenders.
  o Students graduating from similar programs tend to obtain positions with law enforcement agencies, institutions such as prisons or juvenile facilities, social service agencies, probation and parole departments, family courts, state mental hospitals and community mental health centers.
  o Only 3 units overlap with the Master of Science in Counseling Psychology making this a truly distinct degree. A significant number of students will continue their education and pursue a doctorate in clinical/forensic psychology.
  o The program as presented is full time. Course sequences will be developed for years three and four to accommodate students wishing to complete the program part time.
  o Admission requirements will be the same as other master’s level programs in the School of Behavioral Science.
  o Required Courses (47-49 units)
    - FPY5XX Crisis Intervention & Brief Psychotherapy 2
    - FPY5XX Ethical Issues in Forensic Psychology 2
    - PSY535 Advanced Psychopathology 3
    - CJS5XX Theories & Perspectives of Criminal Behavior 3
    - FPY5XX Psychology and the Law 3
    - FPY5XX & 5XX Forensic Practicum I & II 4
    - CJS5XX Legal Research & Writing 3
    - FPY5XX Research Methods in Forensic Psychology 3
The proposal was approved.

- David Pearson presented a report of his findings on thesis/dissertations policies at other institutions. His findings are summarized as follows:
  - Some schools compensate faculty members overseeing student projects using fees (as we currently do) while others include it in faculty load. We would like to move to a faculty load system to help substantiate our culture of research.
  - The schools that use load often do not have a comprehensive monitoring system. Many replied that chairing theses is part of the load/duty of the faculty member but seldom is anyone assigned to track how many students each person works with or for how long they work with each student.
  - Graduate degree programs have no consistent pattern of length or units. MA, MS, and MBA degrees vary in length from 30 – 60+ units and often have choices of thesis, project, internship, and/or comprehensive exams as the culminating experience.
  - Fee structures vary greatly and include large “professional” fees at the front end of the program, “thesis” or “reading” fees towards the end of the program, and/or simply paying for thesis units (tuition rather than fees).

  o Discussion ensued relative to current practice at CBU and possible changes to those practices. Current practice varies from school to school.
    - The MPA and MACM programs spread thesis preparation over 3 semesters for 2 units each time.
    - Education programs require two 3 unit research courses before the 1 unit thesis/project preparation class.
    - MAEN requires one 2 unit research seminar before the 1 unit thesis preparation class.
    - MMUS currently requires a recital and a paper.
    - The MBA program requires a 3 unit capstone research project course in which students work with an advisor to complete a research proposal that must be completed before the degree is awarded.

  o The following plan to include thesis direction in faculty load supported by student tuition and to compensate thesis, project, or comprehensive exam
Graduate students will register for thesis, project, or dissertation (TPD). Official registration will create class lists, sign-in sheets, and grade rosters like other courses. This will make it easier to track the number of students each faculty member works with in any given semester. *Note: students should have completed all research methods coursework prior to enrollment in TPD.

- Master’s students will register for 3 units of thesis or project for one (1) semester. Faculty members will receive .33 units of load for one (1) semester per student whose thesis or project they chair.
- Doctoral students will register for 9 units of dissertation for one (1) semester. Faculty members will receive .5 units of load for two (2) semesters per student whose dissertation they chair.

Thesis/project calculations using our lowest graduate tuition rate ($424):
- FT faculty cost approximately $2917 per unit of load
- 3 units of thesis costs student $1272 and is .33 unit of faculty load
- $1272 per student x 3 students = $3816 per FT faculty load unit
- $3816 - $2917 = $899

Dissertation calculations using our lowest graduate tuition rate ($424):
- 9 units of dissertation costs student $3816 and is .5 unit of faculty load
- Faculty receive .5 load for 2 semesters so $3816 / 2 = $1908
- $1908 per student x 2 students = $3816 per FT faculty load unit
- $3816 - $2917 = $899

Questions of how to standardize other aspects of thesis such as expectations for time of completion, differentiations between thesis and project, and the physical continuity of bound theses were raised. In preparation for the January meeting, Deans will discuss with their graduate faculty how to adapt the proposed model to their programs. Only units completed under the direction of a thesis or project director need be considered. Courses currently being taught by a faculty member as part of load whether or not they are the thesis or project director are not an issue. For the January meeting, Deans will complete the following three tasks:
- Bring in samples of theses and projects from their programs
- Describe how they will incorporate thesis/project direction into faculty load
- Determine how to address non-completion of thesis or project within normative time frames.

The meeting adjourned at 11:08 a.m. The next meeting of the graduate Curriculum Committee will be on Monday, January 22, 2007. Agenda items should be submitted no later than Wednesday, January 17, 2007.