

**Graduate Faculty Meeting Minutes**  
**October 15, 2013, 10:00-11:00 pm, AGLS 129**

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Present: Gary Briers, Deb Dunsford, Chanda Elbert, James Lindner, Billy McKim, Theresa Murphrey, Summer Odom, Manuel Pina, John Rayfield, Jeff Ripley, Tracy Rutherford, Robert Strong, Andy Vestal, Tim Murphy, Clarice Fulton

Not Present: Barry Boyd, James Christiansen, Scott Cummings, Kim Dooley, Jack Elliot, Julie Harlin, Alvin Larke, Landry Lockett, Lori Moore, Glen Shinn, Jennifer Williams, Gary Wingenbach

Action/Discussion Items

- 1) Approval of Minutes from the June meeting – Tim Murphy

**Motion was made by Deb Dunsford, Second by John Rayfield, to “Approve the June minutes as distributed.” Motion passed unanimously. No meeting has taken place since June.**

- 2) Graduate Admissions Discussions – Tim Murphy

**An open discussion was held about the admission of each applicant. Faculty will have until October 31 at midnight to review applicants, vote, and indicate whether wish to be an IMA (interim major advisor).**

**A suggestion was made to create a new way to review admissions materials.**

**Motion was made by James Lindner, Seconded by Gary Briers, to “Change the admission review front display to include the voting selection buttons.” Motion passed.**

**A request was subsequently sent to Bill Cochran. This change is not possible prior to the October review cycle, but is expected to be available for the February 1, 2014 review cycle.**

- 3) Joint Ph.D. at a distance with Texas Tech – Theresa Murphrey/Jeff Ripley/Tim Murphy

**Jeff Ripley provided a brief explanation of what is being proposed by the D@D Visioning Committee. The committee met and it was discussed to possibly create/develop a joint PHD at a distance with Texas Tech.**

**In an effort to decide whether or not to move forward in asking permission to offer a Ph.D. degree through our joint, online doctoral program, a vote is being taken from the Texas A&M Doc @ Distance Joint Faculty. This vote will determine whether or not the Department, in conjunction with Texas Tech, proceeds forward with a request to the Texas Higher Education Coordinating Board for clarification on the appropriate process, and ultimately permission to offer the degree.**

**Should this initiative be approved by a majority of the TAMU Joint Faculty Members, then Theresa and Jeff will connect with Dr. Jack Elliot, and working with the Texas Tech Joint Faculty, begin to develop a proposal. It was recognized that much strategic planning and conversation will need to take place prior to the creation of this program.**

**A sample ballot was passed out for those in attendance. There were concerns about securing the votes from all Joint Faculty Members. A ballot will be distributed to all Joint Faculty Members, and results collected and tabulated via email, with the results reported at the next graduate faculty meeting.**

**The ballot will read:**

**YES --- I am in favor of developing a complete proposal to pursue approval from the Texas Higher Education Coordinating Board to offer a Joint PhD at a distance with Texas Tech University. This proposal, once developed, will be presented to the Joint Faculty for approval.**

**NO --- I am not in favor of pursuing approval from the Texas Higher Education Coordinating Board to offer a Joint PhD at a distance with Texas Tech University.**

4) Graduate Program WEAVE Online Assessment – Tim Murphy

**For the FY 2013-2014, the current program information in Weave Online has been deleted. We have been permitted to start over with a new template for each program. We will be collecting the data received on the current COALS evaluation forms provided at the defense/final exams and this data will be analyzed. Tim Murphy has indicated that a hold will be placed on the student account until these evaluations have been received.**

5) Masters and Doctoral Defense Culture (Attachment A) – Tim Murphy

**The graduate catalog policy about other member attendance at defense/final exams is included in the attachments. Guests may be permitted to attend with mutual consent of the student and major professor.**

**A suggestion was made for the department to attend the defenses collectively, possibly after the initial committee meeting and successful completion.**

**Motion was made by Tracy Rutherford, Second by James Lindner, to “Empower AGSS to facilitate and establish a day at the end of each semester, a 2 hour block, to invite those students who have successfully completed thesis/dissertation/record of study to present their research to the department.” Motion passed unanimously.**

**Question by Billy McKim. Would it be possible for the undergraduate students doing thesis be included? The department now has approximately 14 undergrad completing theses. All agreed.**

**Tim Murphy and Clarice will approach AGSS about this request.**

6) Graduate Curriculum Committee Report – Gary Briers – **No report at this time.**

- a. International Ag Course Rotation – Manuel Pina – **No report at this time.**

Old Business

**None**

New Business

**1) James Lindner proposed the idea to change the graduate admission documents statement referencing Auto –Admit. In reality, Auto Admits are not automatically admitted, they require an IMA and a complete application packet. Several have been denied.**

**Motion was made by James Lindner, Seconded by Gary Briers, to “Edit all ALEC graduate admission documents, replacing the terms “Auto-Admit, Admissible, and Auto Deny with “highly competitive, competitive, and non-competitive.” Motion passed unanimously.**

**2) More discussion led to the need to evaluate current course offerings and course curriculum.**

**Motion was made by Tracy Rutherford, Seconded by Billy McKim, to “Encourage the Graduate Curriculum Committee to meet and review the course offerings and course curriculum to start discussions of changes needed and report back to the Graduate Faculty.” Motion passed unanimously. A meeting has been scheduled for October 29, 2013.**

**Motion was made by James Lindner, Seconded by Gary Briers, to “Establish a sub-committee, appointed by the Chair, to evaluate/review the ALEC graduate research sequence, review the current advising documents describing that research sequence for each graduate degree program, and bring recommendations back to the Graduate Faculty for approval.”**

**Motion passed. Dr. Murphy appointed Dr. McKim as Chair of the ad hoc Graduate Research Sequence Review Committee.**

## Informational Items

- 1) OGAPS Fellowship recipients tuition payments – Tim Murphy  
**Tim Murphy informed everyone that the students who were awarded OGAPS fellowships are not eligible for tuition payments by the College. These payments are included in the funding from OGAPS.**
- 2) Degree Evaluation in Howdy (Attachment B) - Tim Murphy  
**Information was provided from the Office of Graduate and Professional Studies (OGAPS). A few faculty had requested this access in 2010, however, if you did not and you would like to have access to Degree Evaluation, please review the following information.**

**Graduate committee chairs and co-chairs now have the capacity to conduct degree evaluations for advisees via Howdy. Conducting regular degree evaluations has several benefits, including the ability to: verify student eligibility for funding (tuition waivers, assistantships, fellowships, etc.), evaluate student progress to degree, review the courses a student takes each semester and individual course grades, verify completion of non-course degree requirements, and determine degree plan and cumulative GPA.**

**In order to be able to generate a degree evaluation, the faculty must first be listed as the *chair* or *co-chair* on the student's Office of Graduate and Professional Studies *approved* degree plan; hence, this tool cannot be used for students who have not yet filed a degree plan. Second, faculty must complete a one-time FERPA training via TrainTraQ (if not previously completed). When trying to access the Graduate Committee Degree Evaluation, a screen will display if you have not completed FERPA training and you may proceed to do so.**

## Graduate Faculty Meeting Appendices (provided each month):

- 1) Graduate Admission Criterion Score Calculation/GRE Percentile Rankings (Attachment C)
- 2) Graduate Course Rotation/Steward (Attachment D)
- 3) Five Year Course Rotation (Attachment E)

### Travel Request Form Deadlines

Domestic (30 days prior to trip): e.g. travel December 1, 2013 due by November 1, 2013  
International (60 days prior to trip): e.g. travel January 1, 2014 due by November 1, 2013

### Upcoming Events/Meetings

October 25, 2013	Susan R. Madsen Seminar, 8:30-9:30 am, Agrilife Center
October 25, 2013	Mary Seely Borlaug Seminar, Noon-1:00 pm, AGLS 129
October 28-31, 2013	National FFA Convention
November 7, 2013	ALEC Distinguished Lecture, Dr. Gary Briers
November 15, 2013	Departmental Mtg, 8:30 am (Breakfast provided 7:45)
December 10, 2013	Departmental Mtg, 2:00 pm
December 23-January 1	Christmas/New Year's holiday
February 1-4, 2014	Southern Region AAAE, Dallas
April 27 – May 1, 2014	AIAEE, Miami, (Abstracts/posters due by November 1)
May 20-23, 2014	National AAAE, Salt Lake City, UT

### Future Graduate Faculty

February 17, 2014 – Admissions Mtg, 1:30 pm, AGLS 129

and inclusion in Digital Dissertation database through ProQuest. After commencement, dissertations are digitally stored and made available through the Texas A&M Libraries.

**A dissertation that is deemed unacceptable by the Thesis Office because of excessive corrections will be returned to the student's department head or chair of the intercollegiate faculty.** The manuscript must be resubmitted as a new document, and the entire review process must begin anew. All original submittal deadlines must be met during the resubmittal process in order to graduate.

### **Final Examination/Dissertation Defense**

The candidate for the doctoral degree must pass a final examination by deadline dates announced in the "Office of Graduate Studies Calendar" each semester or summer term. The doctoral student is allowed only one opportunity to take the final examination. No student may be given a final examination unless his or her current official cumulative and degree plan GPAs **are 3.000 or better and he or she has been admitted to candidacy. No unabsolved grades of D, F, or U for any course can be listed on the degree plan.** To absolve a deficient grade, a student must have repeated the course and have achieved a grade of C or better. A student must have completed all coursework on his or her degree plan with the exception of 691 (Research) or 692 (Professional Study) hours. The student must be registered for all remaining hours; no hours remain to be taken on the degree plan. A doctoral student in counseling psychology or school psychology may have 684 Professional Internship on the degree plan that is remaining for which he or she must be registered. The preliminary examination results must have been submitted to the Office of Graduate Studies 14 weeks prior to the date of the defense. The research proposal must have been submitted to the Office of Graduate Studies 25 working days prior to the date of the final examination/defense. Any changes to the degree plan must be approved by the Office of Graduate Studies prior to the approval of the final examination. The request for permission to hold and announce the final examination must be submitted to the Office of Graduate Studies a **minimum of 10 working days in advance** of the scheduled date. Examinations/Defenses that are not completed and reported as satisfactory to the Office of Graduate Studies within 10 working days of the scheduled examination/defense date will be recorded as failures. **The Office of Graduate Studies must be notified in writing of any cancellations.**

The student's advisory committee will conduct this examination. **The final examination is not to be administered until the dissertation or record of study is available in substantially final form to the student's advisory committee, and all concerned have had adequate time to review the document.** Additionally, all English Language Proficiency requirements must be satisfied prior to scheduling the examination. Whereas the final examination may cover the broad field of the candidate's training, it is presumed that the major portion of the time will be devoted to the dissertation and closely allied topics. **Persons other than members of the graduate faculty may, with mutual consent of the candidate and the major professor, be invited to attend a final examination for an advanced degree.** A positive vote by all members of the graduate committee with at most one dissension is required to pass a student on his or her exam. A department can have a stricter requirement provided there is consistency within all degree programs within a department. **Upon completion of the questioning of the candidate, all visitors must excuse themselves from the proceedings.**

## How to Run a Degree Evaluation – Graduate Committee Chairs

Graduate committee chairs and co-chairs are encouraged to run regular degree evaluations on their student advisees in order to 1) verify student eligibility for funding (tuition waivers, assistantships, fellowships, etc.); 2) evaluate student progress to degree; 3) review the courses a student takes each semester and individual course grades; 4) verify completion of non-course degree requirements; and/or, 4) determine degree plan and cumulative GPA.

In order to be able to generate a degree evaluation, the faculty must first be listed as the chair or co-chair on the student’s Office of Graduate and Professional Studies approved degree plan, and second, they must complete a one-time FERPA training via TrainTraq (if not previously completed).

This tool cannot be used for students who have not yet filed a degree plan; however, advisors and students have similar degree evaluation tools available in Howdy that are available for students who have not filed a degree plan. Information for students without a degree plan would be limited to courses taken and cumulative GPA.

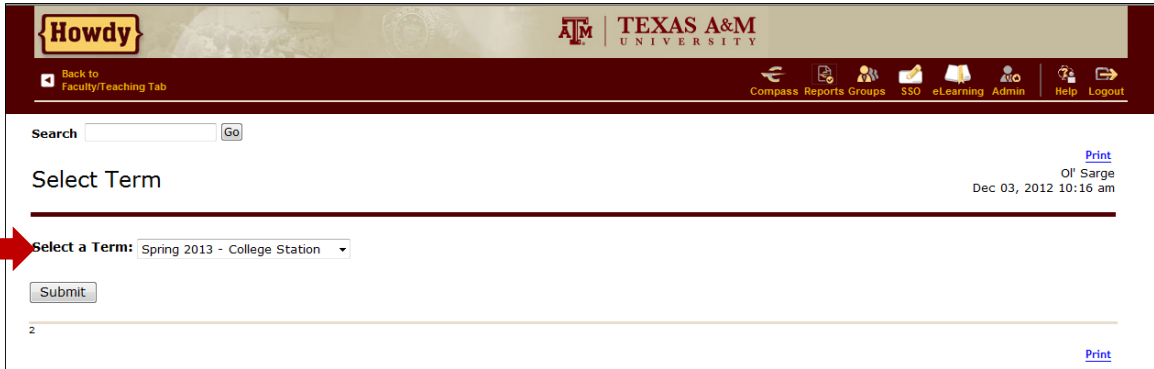
For questions regarding the Graduate Committee Degree Evaluation tool contact [ogaps@tamu.edu](mailto:ogaps@tamu.edu).

To run a degree evaluation, follow these steps:

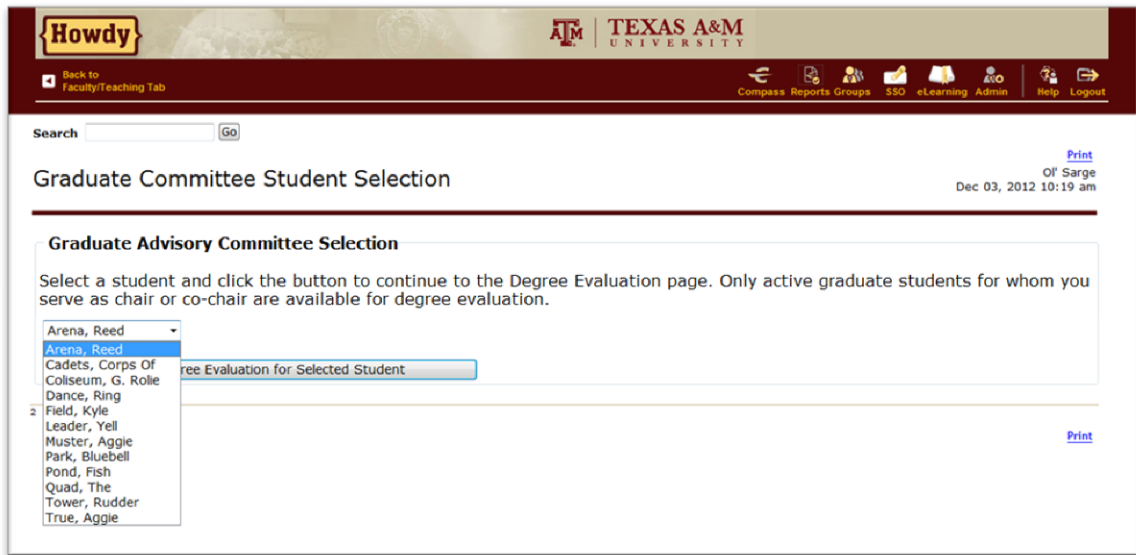
1. Log onto your Howdy account at [howdy.tamu.edu](http://howdy.tamu.edu)
2. Click on the “Faculty/Teaching” tab.
3. Under the Teaching Graduate Students section, select “Graduate Committee Degree Evaluation”.

The screenshot displays the Howdy website interface. At the top left is the 'Howdy' logo. The top right features the Texas A&M University logo and navigation links: Personalize, Groups, SSO, eLearning, Help, and Logout. Below the navigation bar is a breadcrumb trail: Home > Faculty/Teaching > Employee > Research. The main content area is divided into several panels. The 'Teaching Graduate Students' panel is highlighted with a red circle, and within it, the 'Graduate Committee Degree Evaluation' link is also circled in red. Other panels include 'Instructor Class Management', 'Faculty Teaching & Learning Portal', 'Teaching with Technology', 'Faculty/Teaching Resources', 'Center for Teaching Excellence', 'Learn About Faculty/Teaching Tab', and 'Student Ratings of Instruction'. The footer contains contact information and accessibility links.

4. You will need to select the current term and then hit the submit button. Note: If you are directed to a screen which indicated you need to complete FERPA training, please refer to the FERPA Training Steps (in a separate guide).



5. Select a student from your list of active students/advisees. Note: Only students for whom the faculty member is a committee chair or co-chair (on an OGAPS approved degree plan) will be displayed.



6. Click the button to go to the "Degree Evaluation for Selected Student".

- The Degree Evaluation Record will appear and you will need to select the "Generate New Evaluation" link at the bottom of the page.

**Howdy** | TEXAS A&M UNIVERSITY

Back to Faculty/Teaching Tab | Compass Reports Groups SSO eLearning Admin Help Logout

Search [ ] Go

**Degree Evaluation** [Print](#)  
Ol' Sarge  
Dec 03, 2012 10:22 am

You are viewing True, Aggie  
[Return to Graduate Committee Student Selection](#)

Select a program to view the most recent evaluation results. If a program has no link you will need to generate a new evaluation before you can view the results.

**Curriculum Information**

**Primary Curriculum**

**Program:** EDD [ED]  
**Catalog Term:** Summer 2005 - College Station  
**Level:** Graduate  
**Campus:** College Station  
**College:** Education & Human Development  
**Degree:** Doctor of Education

**First Major:** Educational Administration  
**Department:** Educ Admn & Human Resource Dev

E-mail [Aggie True](#)

[Previous Evaluations](#) | [Generate New Evaluation](#)

- The Generate New Evaluation section will appear, and you will need to select the student's program. Make sure the correct term is selected and then select the generate request button. The evaluation may take a few seconds to generate.

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Back to Faculty/Teaching Tab | Compass Reports Groups SSO eLearning Admin Help Logout

Search [ ] Go

**Generate New Evaluation** [Print](#)  
Ol' Sarge  
Dec 03, 2012 10:23 am

[Return to Graduate Committee Student Selection](#)  
You are viewing True, Aggie

To generate a new degree evaluation, choose the button in front of the program you wish to evaluate, select the appropriate term, and then select Generate Request.

**Program:** EDD [ED]  
**Degree:** Doctor of Education  
**Major:** Educational Administration

**Term:** Fall 2012 - College Station  **Use In-Progress Courses**

[Previous Evaluations](#)

9. Once you generate the request, the three Degree Evaluation Options will appear: General Requirements, Detail Requirements, and Additional Information.

### Degree Evaluation Options

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Please select the desired display.

**General Requirements** - a brief view of completed coursework  
**\*\*Detail Requirements** - recommended view, shows requirements completed, in progress and remaining  
**Additional Requirements** - displays non-course requirements and rejected courses

**General Requirements**  
 **Detail Requirements**  
 **Additional Information**

10. Select “Detail Requirements” to view the student’s required courses and GPA information. Note: This screen will display the courses listed on the student’s degree plan, completed courses not applied to the student’s current degree plan, the cumulative graduate GPA (listed as Program GPA), and the degree plan GPA (listed under “Total Credits and GPA” in the “Courses for Degree Plan GPR” area). Both the cumulative and degree plan GPAs must be 3.0 or higher for a student to be in good academic standing.

	Met	Credits		Courses										
		Required	Used	Required	Used									
<b>Total Required :</b>	Yes		56.000		20									
<b>Program GPA :</b>	Yes	3.00	3.916	← Cumulative graduate GPA										
<b>Overall GPA :</b>	Yes	3.00	3.916											
<b>Other Course Information</b>														
<b>Transfer :</b>			0.000		0									
<b>In Progress :</b>			1.000		1									
This is NOT an official evaluation.														
<b>Area : Courses for Degree Plan GPR ( 67.000 credits ) - Not Met</b>														
<b>Description :</b> A minimum degree plan GPR of 3.000 is required. Courses with grades of D, F or U are not acceptable for degree plan credit and must be repeated for a grade of C or better or Satisfactory (S).														
Met	Condition	Rule	Subject	Attribute	Low High	Required Credits	Required Courses	Term	Subject	Course Title	Attribute	Credits	Grade	Source
Yes			EDAD		613	3.000		200611	EDAD	613 EDUC FACILITIES PLANNING		3.000	A	H
Yes	AND		EDAD		615	3.000		200621	EDAD	615 SCHOOL SUPERINTENDENCY		3.000	A	H
Yes	AND		EDAD		622	3.000		200631	EDAD	622 DSN & MNG QUAL ED SYS		3.000	A	H
Yes	AND		EDAD		623	3.000		200711	EDAD	623 ADVANCED FIELD METHODS		3.000	B	H
Yes	AND		EDCI		659	3.000	Yes	200621	EDCI	659 HISTORY OF AMERICAN ED		3.000	A	H
Yes	AND		EDCI		685	3.000		200731	EDCI	685 DIRECTED STUDIES		3.000	A	H
Yes	AND		EHRD		651	3.000		200521	EHRD	651 MDLS EPIST & INQY EHRD		3.000	A	H
← Degree Plan GPA												Total Credits and GPA 54.000 3.916		
<b>Area : Courses Not Applied - Met</b>														
<b>Description :</b> See Graduate Committee Chair or Graduate Advisor for acceptable changes to degree plan coursework.														
Met	Condition	Rule	Subject	Attribute	Low High	Required Credits	Required Courses	Term	Subject	Course Title	Attribute	Credits	Grade	Source
Yes	A.		Additional Unused Courses					200931	EDAD	691 RESEARCH		1.000	I	H
								201011	EDAD	691 RESEARCH: IN ABSENTIA		1.000	I	H
								201111	EDAD	691 RESEARCH: IN ABSENTIA		1.000	I	H



- Select "Additional Information" to view the student's examinations and non-course degree requirements. Note: This screen will display non-course requirements such as the graduate degree plan, preliminary exam, proposal, residency, admission to candidacy, final exam/defense, and thesis/dissertation/record of study, etc. Other information such as course and exam time extensions may also be displayed on this screen.

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Back to Faculty/Teaching Tab | Compass Reports Groups SSO eLearning Admin Help Logout

Search  Go

**Additional Information** [Print](#)  
 Of Sarge  
 Dec 03, 2012 10:27 am

[Return to Graduate Committee Student Selection](#)  
 You are viewing True, Aggie

Program : EDD [ED]

**Program Non-Course Requirements - Not Met**

Met	Description	Year Limit	Status	Status Date	Action
Yes	Doctoral Degree Plan		Approved	Mar 23, 2006	
Yes	Preliminary Examination	4	Passed	Mar 26, 2008	
Yes	Doctoral Research Proposal		Approved	Feb 25, 2011	
Yes	Doctoral Residence Req		Completed	Apr 03, 2008	
Yes	Admission to Candidacy		Completed	Mar 02, 2011	
No	Doctoral Defense	1			
No	Dissertatn/Rec of Study				

- If a degree evaluation needs to be generated for another student, select "Return to Graduate Committee Student Selection" in the top right-hand corner of the browser window, and repeat the previous steps

**Howdy** | TEXAS A&M UNIVERSITY

Back to Faculty/Teaching Tab | Compass Reports Groups SSO eLearning Admin Help Logout

Search  Go

**Degree Evaluation** [Print](#)  
 Of Sarge  
 Dec 03, 2012 10:22 am

[Return to Graduate Committee Student Selection](#)  
 You are viewing True, Aggie

Select a program to view the most recent evaluation results. If a program has no link you will need to generate a new evaluation before you can view the results.

**Curriculum Information**

**Primary Curriculum**

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**Degree:** Doctor of Education

**First Major:** Educational Administration  
**Department:** Educ Admn & Human Resource Dev

E-mail [Aggie True](#)

[Previous Evaluations](#) | [Generate New Evaluation](#)

## FERPA Training Steps

Graduate committee chairs and co-chairs are encouraged to run regular degree evaluations on their student advisees in order to 1) verify student eligibility for funding (tuition waivers, assistantships, fellowships, etc.); 2) evaluate student progress to degree; 3) review the courses a student takes each semester and individual course grades; 4) verify completion of non-course degree requirements; and/or, 4) determine degree plan and cumulative GPA.

In order to be able to utilize the Graduate Committee Degree Evaluation tool in Howdy, the faculty must complete a one-time FERPA training via TrainTraq (if not previously completed). When trying to access the Graduate Committee Degree Evaluation tool, the following screen will display if you have not completed FERPA training.

The screenshot shows the Howdy system interface. At the top, there is a navigation bar with the Howdy logo, a search bar, and a 'Go' button. Below the navigation bar, the page title is 'Graduate Committee Student Selection'. The main content area contains the following text:

**IMPORTANT:** You have not completed your FERPA training.

The ability to view Degree Evaluations requires the completion of [FERPA](#) in TrainTraq (course 11012 FERPA). To obtain access to view Degree Evaluations:

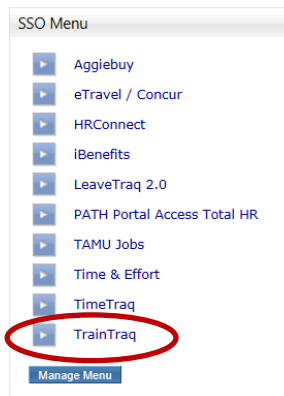
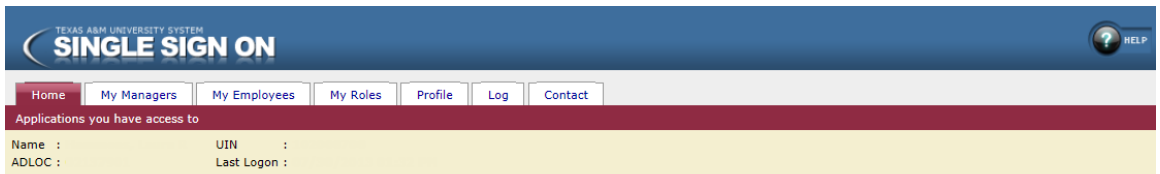
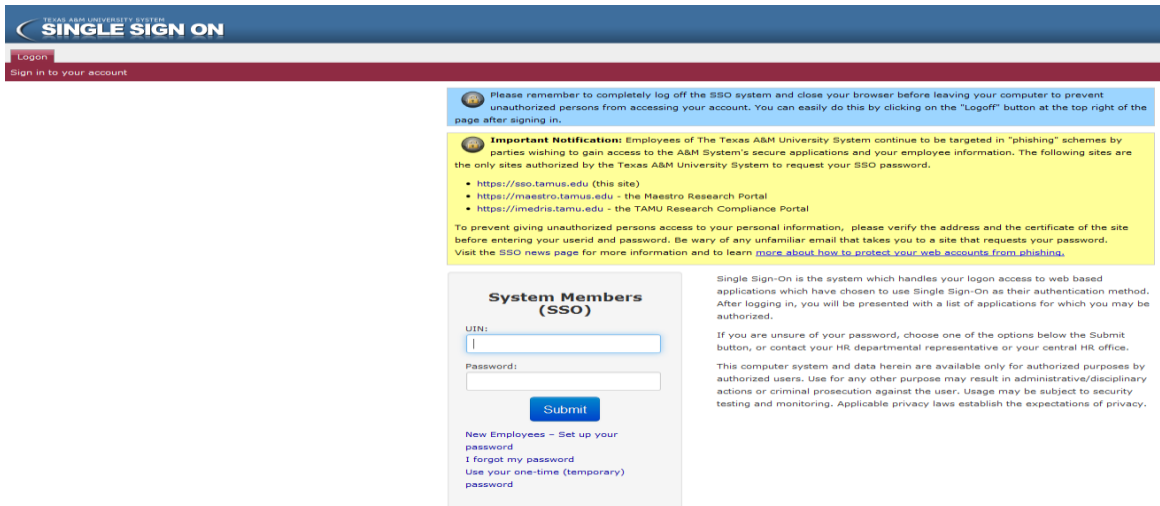
1. Log into TrainTraq by going to [sso.tamu.edu](http://sso.tamu.edu). Click Course Catalog at the top of your browser, enter the corresponding Course Number(11012) and click search.
2. TrainTraq will email a confirmation to you after the FERPA course is completed.
3. Forward the email to [eis-security@tamu.edu](mailto:eis-security@tamu.edu). Once your email is received, the ability to view Degree Evaluations will be enabled within one business day.

At the bottom right of the page, there is a 'Print' link.

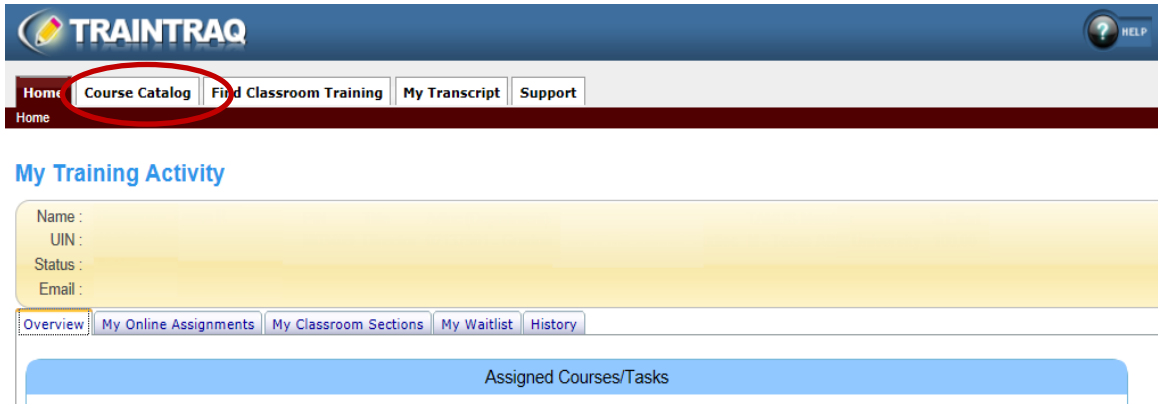
For questions regarding the Graduate Committee Degree Evaluation tool contact [ogaps@tamu.edu](mailto:ogaps@tamu.edu).

To complete the FERPA training, follow these steps:

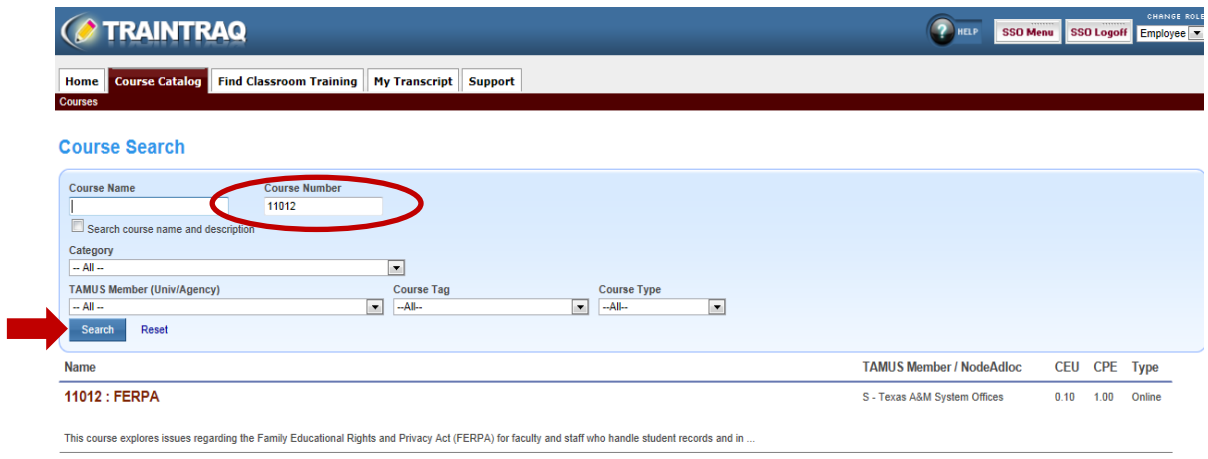
1. Log into TrainTraq by going to sso.tamus.edu.



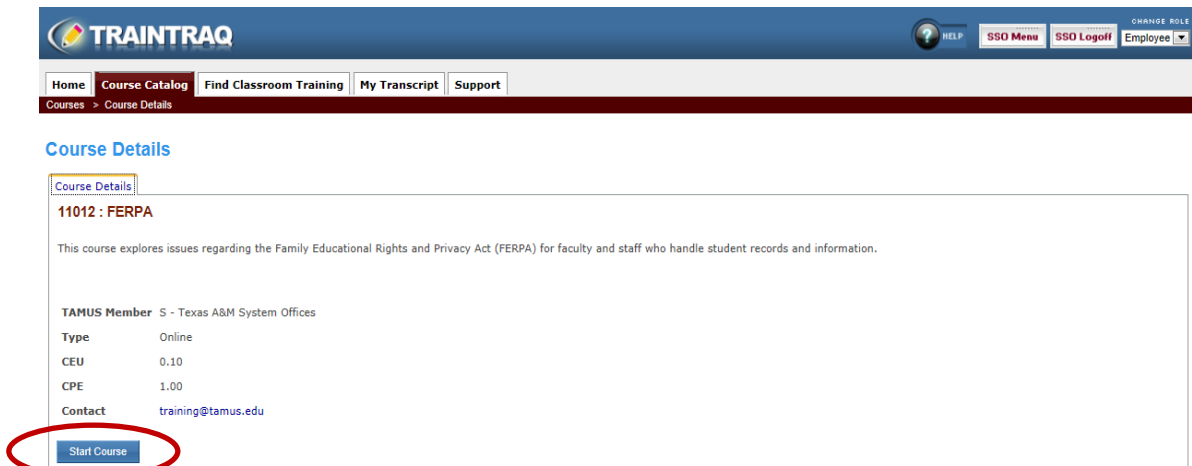
- Click Course Catalog at the top of your browser.



- Enter the corresponding Course Number (11012), and click search.



- Complete the FERPA training module.



5. TrainTraq will email a confirmation once the FERPA course is completed.

**From:** TrainTraq Messenger [<mailto:TrainTraq-notify@tamus.edu>]  
**Sent:** Tuesday, January 15, 2013 2:41 PM  
**To:**  
**Subject:** Training completion notification

Dear \_\_\_\_\_,

Congratulations on your recent successful completion of: 11012 : FERPA on 01/15/2013.

Please take a few moments to complete the course survey (<http://www.surveymonkey.com/s/9FWZVVG>). Your feedback will be used to improve the quality of our courses.

---

\*\*\* This message is an automated notification from the TAMUS TrainTraq application. Please do not reply, as replies may be sent to an unmonitored mailbox. If you need assistance, the Support tab in TrainTraq will route your inquiry to the proper person. \*\*\*

6. Forward the email to [eis-security@tam.u.edu](mailto:eis-security@tam.u.edu).
7. Once your email is received, the ability to view the Degree Evaluations will be enabled within one business day.
8. Visit [howdy.tamu.edu](http://howdy.tamu.edu) to access the Graduate Committee Degree Evaluation tool. See the Graduate Committee Degree Evaluation Guide for further instructions.

**GRE SCORES and PERCENTILE RANKS**

PREV SCORE	NEW SCORE	NEW QUANTITATIVE %	NEW VERBAL %
800	166	94	99
790	164	91	99
780	163	88	99
770	161	86	99
760	160	84	99
750	159	82	99
740	158	79	99
730	157	77	98
720	156	74	98
710	155	69	98
700	155	69	97
690	154	67	96
680	153	65	96
670	152	61	94
660	152	61	94
650	151	56	93
640	151	56	90
630	150	53	90
620	149	49	89
610	149	49	86
600	148	44	86
590	148	44	84
580	147	40	79
570	147	40	79
560	146	36	77
550	146	36	72
540	145	32	72
530	145	32	69
520	144	26	64
510	144	26	64
500	144	26	62
490	143	22	56
480	143	22	56
470	142	19	51
460	142	19	51
450	141	16	48
440	141	16	42
430	141	16	42
420	140	12	40
410	140	12	36
400	140	12	31
390	139	10	31
380	139	10	28
370	138	7	26
360	138	7	21
350	138	7	21
340	137	6	18
330	137	6	16
320	136	4	13
310	136	4	10
300	136	4	8
290	135	3	6
280	135	3	4
270	134	2	3
260	134	2	2
250	133	1	1
240	133	1	1
230	132	1	1
220	132	1	1
210	131	1	1
200	131	1	1

SCORE	WRITING %
6.0	98
5.5	92
5.0	81
4.5	63
4.0	41
3.5	23
3.0	10
2.5	3
2.0	1
1.5	1
1.0	1
0.5	0
0.0	0

**ALEC Criterion Score Calculation**

**(GRE-V %ile + GRE-Q %ile + GRE-W %ile) + (GPR x 100)**

**Master's Minimum to be considered: 350**

**Doctoral Minimum to be considered: 400**

**Old Test Auto Admit Minimums**

**Master's Applicants**

GRE-Q	GRE-V	Writing	Last 60 hrs. GPR
500	410	4	3.1

**Doctoral Applicants**

GRE-Q	GRE-V	Writing	Graduate GPR
500	450	4	3.7

**New Test - Auto Admit Minimums**

**Master's Applicants**

GRE-Q	GRE-V	Writing	Last 60 hrs. GPR
26%	36%	41%	3.1
144	147	4	

**Doctoral Applicants**

GRE-Q	GRE-V	Writing	Graduate GPR
26%	48%	41%	3.7
144	150	4	

If your scores and GPA meet each category above for the degree of interest, you may be admitted automatically without a faculty vote. However, you must still have a faculty member to agree to serve as your interim major advisor.

**Grad Course Sequencing**  
**Department of Agricultural Leadership, Education, & Communications**

o = odd years; e = even years

<b>Fall Course and Title</b>		<b>Steward</b>
ALEC 602 (o, e)	Advanced Instructional Design in Agricultural Science	Harlin
ALEC 605 (o, e)	Facilitating Complete Secondary Agricultural Science Programs	Rayfield
ALEC 606 (o, e)	Leadership Education Theory	Elbert
ALEC 610 (o, e)	Principles of Adult Education (Web-based)	Lindner
ALEC 611 (o, e)	Advanced Methods in Distance Education (Web-based)	Dooley
ALEC 615 (o, e)	Philosophy of Agricultural Education (Web-Enhanced)	Murphy
ALEC 616 (o, e)	Facilitation of Leadership Programs	Odom
<b>ALEC 618 (o, e)</b>	<b>(Proposed course) Cross Cultural Perspectives on Leadership</b>	Elbert
ALEC 621 (o)	Methods of Online Survey Research in Agricultural Science	Wingenbach
ALEC 623 (o, e)	Survey of Evaluation Strategies for Agriculture (Campus & WBased)	Murphrey
ALEC 624 (o, e)	Developing Funded Research Projects (Doctoral only)	Pina
ALEC 640 (o, e)	Methods of Technological Change (Campus & Web-based)	Strong
ALEC 644 (o, e)	The Agricultural Advisor in Developing Nations	Pina
ALEC 681 (o, e)	Seminar (topics change by semester; can be taken more than once)	Murphy
ALEC 690 (o, e)	Theory of Agricultural Education Research (Basic Quant)	Briers
ALEC 691 (o, e)	Research for MS/PhD	
ALEC 692 (o, e)	Research for EdD	
ALEC 693 (o, e)	Professional Study for MAg	
ALEC 695 (o, e)	Frontiers in Research (Campus & Web-based)	Murphy

<b>Spring Course and Title</b>		<b>Steward</b>
ALEC 601 (o, e)	Advanced Methods in Agricultural Education	Murphy
ALEC 602 (o, e)	Advanced Instructional Design in Agricultural Science	Harlin
ALEC 604 (o, e)	Writing for Professional Publication	Rutherford
ALEC 605 (o, e)	Facilitating Complete Secondary Agricultural Science Programs	Rayfield
ALEC 607 (e)	Youth Leadership Programs (Web-based)	Boyd
ALEC 608 (o, e)	Leadership of Volunteers	Lockett
ALEC 609 (o, e)	Learning Organizations	Moore
ALEC 612 (o, e)	Advanced Instructional Design for Online Learning (Web-based)	Murphrey
ALEC 613 (o, e)	Techniques in eLearning Development & Delivery (Web-based)	Strong
ALEC 620 (o, e)	Instrumentation and Survey Research Methods	Lindner
ALEC 622 (o, e)	Data Collection, Analysis and Interpretation	Briers
ALEC 624 (o)	Developing Funded Research Projects (Masters only)	Pina
ALEC 625 (o, e)	Program Evaluation & Org Accountability (Campus & Web-based)	Elbert
ALEC 630 (o, e)	Guidance and Counseling for Rural Youth	Larke
ALEC 640 (o, e)	Methods of Technological Change (Campus & Web-based)	Strong
ALEC 645 (o, e)	Initiating, Managing & Monitoring Projects of International ADEV	Pina
ALEC 646 (e)	Institutions Serving Agriculture in Developing Nations	Wingenbach
ALEC 652 (o)	Images of Agriculture: Visual Communication Research	Rutherford
ALEC 681 (o, e)	Seminar (topics change by semester; can be taken more than once)	
ALEC 691 (o, e)	Research for MS/PhD	

<b>ALEC 692 (o, e)</b>	<b>Research for EdD</b>	
<b>ALEC 693 (o, e)</b>	<b>Professional Study for MAg</b>	
<b>ALEC 695 (o, e)</b>	<b>Frontiers of Research (Campus &amp; Web-based)</b>	<b>Murphy</b>
<b>ALEC 696 (o, e)</b>	<b>Qualitative Research Methods (Campus &amp; Web-based)</b>	<b>Dooley</b>

<b>Summer Course and Title</b>		<b>Steward</b>
<b>ALEC 603 (o, e)</b>	<b>Experiential Learning</b>	<b>Rayfield</b>
<b>ALEC 617 (o, e)</b>	<b>Leadership in Organizational Culture &amp; Ethics (Web-based)</b>	<b>Williams</b>
<b>ALEC 625 (e)</b>	<b>Program Evaluation &amp; Org Accountability (Campus &amp; Web-based)</b>	<b>Elbert</b>
<b>ALEC 631 (o, e)</b>	<b>Development and Planning of Community Education Programs</b>	<b>Cummings</b>

**This document is intended for planning purposes. Course offerings are subject to change and it is recommended that students visit with their advisors and course instructors to determine exact offerings for specific semesters.**

**Last Updated, April 2013**



**Agricultural Leadership, Education, & Communications Graduate Course Offering Schedule (Five Year)**

	2013-14	2014-15	2015-16	2016-17	2017-18
<b>FALL</b>	ALEC 602 Adv Instructional Design in AGSC (Harlin)	ALEC 602 Adv Instructional Design in AGSC (Harlin)	ALEC 602 Adv Instructional Design in AGSC	ALEC 602 Adv Instructional Design in AGSC	ALEC 602 Adv Instructional Design in AGSC
	ALEC 605 Facilitating Comp Secondary AGSC Programs (Rayfield)	ALEC 605 Facilitating Comp Secondary AGSC Programs (Rayfield)	ALEC 605 Facilitating Comp Secondary AGSC Programs	ALEC 605 Facilitating Comp Secondary AGSC Programs	ALEC 605 Facilitating Comp Secondary AGSC Programs
	ALEC 606 Leadership Education Theory (Elbert)	ALEC 606 Leadership Education Theory (Elbert)	ALEC 606 Leadership Education Theory	ALEC 606 Leadership Education Theory	ALEC 606 Leadership Education Theory
	ALEC 610 Principles of Adult Education (Lindner) <sup>1</sup>	ALEC 610 Principles of Adult Education (Lindner) <sup>1</sup>	ALEC 610 Principles of Adult Education <sup>1</sup>	ALEC 610 Principles of Adult Education <sup>1</sup>	ALEC 610 Principles of Adult Education <sup>1</sup>
	ALEC 611 Adv Methods in Distance Ed (Dooley) <sup>1</sup>	ALEC 611 Adv Methods in Distance Ed (Dooley) <sup>1</sup>	ALEC 611 Adv Methods in Distance Ed <sup>1</sup>	ALEC 611 Adv Methods in Distance Ed <sup>1</sup>	ALEC 611 Adv Methods in Distance Ed <sup>1</sup>
	ALEC 615 Philosophy of AGED (Murphy)	ALEC 615 Philosophy of AGED (Murphy)	ALEC 615 Philosophy of AGED	ALEC 615 Philosophy of AGED	ALEC 615 Philosophy of AGED
	ALEC 616 Facilitation of Leadership Programs (Odom)	ALEC 616 Facilitation of Leadership Programs (Odom)	ALEC 616 Facilitation of Leadership Programs	ALEC 616 Facilitation of Leadership Programs	ALEC 616 Facilitation of Leadership Programs
	ALEC 621 Methods of Online Survey Research in AGSC (Wingenbach)	ALEC 621 Methods of Online Survey Research in AGSC (Odom)	ALEC 621 Methods of Online Survey Research in AGSC (Wingenbach)	ALEC 621 Methods of Online Survey Research in AGSC	ALEC 621 Methods of Online Survey Research in AGSC (Wingenbach)
	ALEC 623 Survey of Evaluation Strategies for Agriculture (Murphrey)	ALEC 623 Survey of Evaluation Strategies for Agriculture (Murphrey)	ALEC 623 Survey of Evaluation Strategies for Agriculture	ALEC 623 Survey of Evaluation Strategies for Agriculture <sup>1</sup>	ALEC 623 Survey of Evaluation Strategies for Agriculture
	ALEC 623 Survey of Evaluation Strategies for Agriculture (Murphrey) <sup>1</sup>	ALEC 623 Survey of Evaluation Strategies for Agriculture (Murphrey) <sup>1</sup>	ALEC 624 Developing Funded Research Projects	ALEC 624 Developing Funded Research Projects	ALEC 624 Developing Funded Research Projects
	ALEC 624 Developing Funded Research Projects-Doctoral only (Pina)	ALEC 624 Developing Funded Research Projects (Pina)	ALEC 640 Methods of Technological Change <sup>1</sup>	ALEC 640 Methods of Technological Change <sup>1</sup>	ALEC 640 Methods of Technological Change <sup>1</sup>
	ALEC 640 Methods of Technological Change (Murphrey) <sup>1</sup>	ALEC 640 Methods of Technological Change (Murphrey) <sup>1</sup>	ALEC 644 The Agricultural Advisor in Developing Nations	ALEC 644 The Agricultural Advisor in Developing Nations	ALEC 644 The Agricultural Advisor in Developing Nations
	ALEC 640 Methods of Technological Change (Strong)	ALEC 640 Methods of Technological Change (Murphrey) <sup>1</sup>	ALEC 681 Seminar	ALEC 681 Seminar	ALEC 681 Seminar
	ALEC 644 The Agricultural Advisor in Developing Nations (Pina)	ALEC 644 The Agricultural Advisor in Developing Nations (Pina)	ALEC 690 Theory of AGED Research-Basic Quant	ALEC 690 Theory of AGED Research-Basic Quant	ALEC 690 Theory of AGED Research-Basic Quant
	ALEC 681 Seminar (Hanagriff)	ALEC 681 Seminar (McKim)	ALEC 695 Frontiers in Research	ALEC 695 Frontiers in Research	ALEC 695 Frontiers in Research
	ALEC 681 Seminar (Murphrey) <sup>1</sup>	ALEC 690 Theory of AGED Research-Basic Quant (Briers)	ALEC 695 Frontiers in Research <sup>1</sup>	ALEC 695 Frontiers in Research <sup>1</sup>	ALEC 695 Frontiers in Research <sup>1</sup>
	ALEC 689 Sp Tp Leadership of Teams (Williams)	ALEC 695 Frontiers in Research (Rayfield)			
	ALEC 689 Sp Tp Mentoring for Success (Odom)	ALEC 695 Frontiers in Research (Strong) <sup>1</sup>			
	ALEC 690 Theory of AGED Research-Basic Quant (Briers)				
	ALEC 695 Frontiers of Research (Rayfield)				
ALEC 695 Frontiers of Research (Strong) <sup>1 3</sup>					

SPRING REGULAR SEMESTER

	2013-14	2014-15	2015-16	2016-17	2017-18
	ALEC 601 Adv Methods in AGED (Murphy)	ALEC 601 Adv Methods in AGED	ALEC 601 Adv Methods in AGED	ALEC 601 Adv Methods in AGED	ALEC 601 Adv Methods in AGED
	ALEC 602 Adv Instructional Design in AGSC (Harlin)	ALEC 602 Adv Instructional Design in AGSC (Harlin)	ALEC 602 Adv Instructional Design in AGSC (Harlin)	ALEC 602 Adv Instructional Design in AGSC (Harlin)	ALEC 602 Adv Instructional Design in AGSC (Harlin)
	ALEC 605 Facilitating Comp Secondary AGSC Programs (Rayfield)	ALEC 605 Facilitating Comp Secondary AGSC Programs (Rayfield)	ALEC 605 Facilitating Comp Secondary AGSC Programs (Rayfield)	ALEC 605 Facilitating Comp Secondary AGSC Programs (Rayfield)	ALEC 605 Facilitating Comp Secondary AGSC Programs (Rayfield)
	ALEC 604 Writing for Professional Publication (Rutherford) <sup>1 3</sup>	ALEC 604 Writing for Professional Publication (Rutherford) <sup>3</sup>	ALEC 604 Writing for Professional Publication	ALEC 604 Writing for Professional Publication	ALEC 604 Writing for Professional Publication
	ALEC 606 Leadership Education Theory (Moore) <sup>3</sup>	ALEC 606 Leadership Education Theory (Moore)	ALEC 607 Youth Leadership Programs <sup>1</sup>	ALEC 608 Leadership of Volunteers	ALEC 607 Youth Leadership Programs <sup>1</sup>
	ALEC 607 Youth Leadership Programs <sup>1</sup>	ALEC 608 Leadership of Volunteers	ALEC 608 Leadership of Volunteers	ALEC 609 Learning Organizations	ALEC 608 Leadership of Volunteers
	ALEC 608 Leadership of Volunteers (Lockett)	ALEC 609 Learning Organizations	ALEC 612 Adv Instructional Design for Online Learning <sup>1</sup>	ALEC 612 Adv Instructional Design for Online Learning <sup>1</sup>	ALEC 612 Adv Instructional Design for Online Learning <sup>1</sup>
	ALEC 609 Learning Organizations (Moore)	ALEC 612 Adv Instructional Design for Online Learning <sup>1</sup>	ALEC 613 Techniques in eLearning Dev & Delivery <sup>1</sup>	ALEC 613 Techniques in eLearning Dev & Delivery <sup>1</sup>	ALEC 613 Techniques in eLearning Dev & Delivery <sup>1</sup>
	ALEC 612 Adv Instructional Design for Online Learning (Murphrey) <sup>1</sup>	ALEC 613 Techniques in eLearning Dev & Delivery <sup>1</sup>	ALEC 622 Data Collection, Analysis, & Interpretation	ALEC 620 Instrumentation & Survey Research Methods (Lindner)	ALEC 622 Data Collection, Analysis, & Interpretation
	ALEC 613 Techniques in eLearning Dev & Delivery (Strong) <sup>1</sup>	ALEC 620 Instrumentation & Survey Research Methods (Lindner)	ALEC 625 Program Evaluation & Organizational Accountability <sup>1</sup>	ALEC 622 Data Collection, Analysis, & Interpretation	ALEC 625 Program Evaluation & Organizational Accountability <sup>1</sup>
	ALEC 620 Instrumentation & Survey Research Methods (Lindner)	ALEC 622 Data Collection, Analysis, & Interpretation (Briers)	ALEC 625 Program Evaluation & Organizational Accountability	ALEC 624 Developing Funded Research Projects-Masters only (Pina)	ALEC 625 Program Evaluation & Organizational Accountability
	ALEC 622 Data Collection, Analysis, & Interpretation (Briers)	ALEC 624 Developing Funded Research Projects-Masters only (Pina)	ALEC 630 Guidance & Counseling for Rural Youth	ALEC 625 Program Evaluation & Organizational Accountability <sup>1</sup>	ALEC 630 Guidance & Counseling for Rural Youth
	ALEC 625 Program Evaluation & Organizational Accountability (Cummins)	ALEC 625 Program Evaluation & Organizational Accountability <sup>1</sup>	ALEC 645 Initiating, Managing & Monitoring Projects of International ADEV (Pina)	ALEC 625 Program Evaluation & Organizational Accountability	ALEC 645 Initiating, Managing & Monitoring Projects of International ADEV (Pina)
	ALEC 625 Program Evaluation & Organizational Accountability (Elbert) <sup>1</sup>	ALEC 625 Program Evaluation & Organizational Accountability	ALEC 646 Institutions Serving AG in Developing Nations	ALEC 630 Guidance & Counseling for Rural Youth	ALEC 646 Institutions Serving AG in Developing Nations
	ALEC 630 Guidance & Counseling for Rural Youth (Larke)	ALEC 630 Guidance & Counseling for Rural Youth	ALEC 652 Images of Agriculture: Visual Communication Research	ALEC 640 Methods of Technological Change <sup>1</sup>	ALEC 652 Images of Agriculture: Visual Communication Research
	ALEC 640 Methods of Technological Change (Murphrey) <sup>1</sup>	ALEC 640 Methods of Technological Change <sup>1</sup>	ALEC 681 Seminar	ALEC 645 Initiating, Managing & Monitoring Projects of International ADEV (Pina)	ALEC 681 Seminar
	ALEC 645 Initiating, Managing & Monitoring Projects of International ADEV (Pina)	ALEC 645 Initiating, Managing & Monitoring Projects of International ADEV (Pina)	ALEC 681 Seminar <sup>3</sup>	ALEC 681 Seminar	ALEC 681 Seminar <sup>3</sup>
	ALEC 646 Institutions Serving AG in Developing Nations (Pina)	ALEC 646 Institutions Serving AG in Developing Nations (Pina)	ALEC 695 Frontiers of Research	ALEC 695 Frontiers of Research	ALEC 695 Frontiers of Research
	ALEC 652 Images of Agriculture: Visual Communication Research (Rutherford)	ALEC 681 Seminar <sup>1</sup>	ALEC 696 Qualitative Research Methods <sup>1</sup>	ALEC 696 Qualitative Research Methods <sup>1</sup>	ALEC 696 Qualitative Research Methods <sup>1</sup>
	ALEC 681 Seminar ((STAFF))	ALEC 695 Frontiers of Research			
	ALEC 695 Frontiers of Research (Strong)	ALEC 696 Qualitative Research Methods <sup>1</sup>			
	ALEC 695 Frontiers of Research (STAFF) <sup>1</sup>				
	ALEC 696 Qualitative Research Methods (Dooley) <sup>1</sup>				
	ALEC 696 Qualitative Research Methods (Lindner)				

	2013-14	2014-15	2015-16	2016-17	2017-18
<b>Spring Winter Mini-mester</b>	ALEC 640 Methods of Technological Change (Strong) <sup>5</sup> – Costa Rica	ALEC 640 Methods of Technological Change (Strong) <sup>5</sup> – Costa Rica			
<b>SSI / Summer Mini-mester</b>	Proposed courses ALEC 603 Experiential Learning (Rayfield) <sup>4</sup> ALEC 617 Leadership in Organizational Culture & Ethics (Williams) <sup>1</sup> ALEC 625 Program Evaluation & Organizational Accountability (Elbert) <sup>1</sup> ALEC 631 Development and Planning of Community Education Programs (Cummings)	Proposed ALEC 603 Experiential Learning ALEC 617 Leadership in Organizational Culture & Ethics ALEC 625 Program Evaluation & Organizational Accountability <sup>1</sup> ALEC 631 Development and Planning of Community Education Programs	ALEC 603 Experiential Learning ALEC 617 Leadership in Organizational Culture & Ethics ALEC 631 Development and Planning of Community Education Programs	ALEC 603 Experiential Learning ALEC 617 Leadership in Organizational Culture & Ethics ALEC 625 Program Evaluation & Organizational Accountability <sup>1</sup> ALEC 631 Development and Planning of Community Education Programs	ALEC 603 Experiential Learning ALEC 617 Leadership in Organizational Culture & Ethics ALEC 631 Development and Planning of Community Education Programs
<b>SS II</b>	ALEC 604 Writing for Prof.Publication (Rutherford) <sup>5</sup> – Namibia				

- 1 Distance delivery as web-based
- 2 Delivery is web enhanced
- 3 For Joint Ed.D. program
- 4 Summer Mini-mester
- 5 Study Abroad

Updated January 2013