|  |
| --- |
| For Academic Affairs and Research Use Only |
| Proposal Number |  |
| CIP Code:  |  |
| Degree Code: |  |

**Program Modification Form**

**[ ] Undergraduate Curriculum Council**

**[X] Graduate Council**

|  |
| --- |
| **Modification Type: [ ]Admissions, [ ]Curricular Sequence, or [X]Other**  |

Signed paper copies of proposals submitted for consideration are no longer required. Please type approver name and enter date of approval.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|

|  |  |
| --- | --- |
| Warren Johnson | 3/17/2020 |

**Department Curriculum Committee Chair** |

|  |  |
| --- | --- |
| Joanna Grymes | 3/31/2020 |

**COPE Chair (if applicable)** |
|

|  |  |
| --- | --- |
| Janelle Collins | 3/18/2020 |

**Department Chair**  |

|  |  |
| --- | --- |
| Mary Jane Bradley | 4/2/2020 |

**Head of Unit (if applicable)**   |
|

|  |  |
| --- | --- |
| Warren Johnson | 3/30/2020 |

**College Curriculum Committee Chair** |

|  |  |
| --- | --- |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Enter date |

**Undergraduate Curriculum Council Chair** |
|

|  |  |
| --- | --- |
| Gina Hogue | 3/31/2020 |

**College Dean** |

|  |  |
| --- | --- |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Enter date |

**Graduate Curriculum Committee Chair** |
|

|  |  |
| --- | --- |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Enter date |

**General Education Committee Chair (if applicable)**   |

|  |  |
| --- | --- |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Enter date |

**Vice Chancellor for Academic Affairs** |

1. **Contact Person** (Name, Email Address, Phone Number)

Dr. Catherine Calloway, Dept. of English, Philosophy, and World Languages, ccather@astate.edu 8709722241

1. **Proposed Change** (for undergraduate curricular changes please provide an 8-semester plan (appendix A), if applicable)
2. Modify requirements of the MA and MSE in English: Add comment about deficient grades.
3. Modify requirements of the MA in English: Add clarification regarding registration for thesis hours and correct foreign language requirements.

3.Modify requirements of the MSE in English: Add statement about graduate course numbering to match that of MA.

1. **Effective Date**

Fall 2020

1. **Justification –** *Please provide details as to why this change is necessary.*

Adding a comment about deficient grades brings the Bulletin in line with expectations expressed elsewhere, for maximal clarity. The foreign language requirement has been updated to remove obsolete information.

**Bulletin Changes**

|  |
| --- |
| **Instructions**  |
| **Please visit** [**http://www.astate.edu/a/registrar/students/bulletins/index.dot**](http://www.astate.edu/a/registrar/students/bulletins/index.dot) **and select the most recent version of the bulletin. Copy and paste all bulletin pages this proposal affects below. Please include a before (with changed areas highlighted) and after of all affected sections.** **\*Please note: Courses are often listed in multiple sections of the bulletin. To ensure that all affected sections have been located, please search the bulletin (ctrl+F) for the appropriate courses before submission of this form.**  |

**Graduate Bulletin 2019-2020, p. 179 current**

**Program of Study for the Master of Arts in English Degree**

**ADMISSION REQUIREMENTS**

Students seeking admission into the Master of Arts in English must meet the admission require- ments of Graduate Programs and the specific program requirements.

Applicants must hold a baccalaureate degree from an accredited four-year institution with the appropriate undergraduate background in the field of the proposed academic emphasis and a grade point average of 3.00 on the last 60 hours of undergraduate work, or a 2.75 average on all undergradu- ate work (A-4, B-3, C-2, D-1, F-0). The appropriate undergraduate background must include a minimum of 18 semester hours of coursework, exclusive of any basic education courses, in the proposed field of the graduate major. All courses attempted, including any repeated courses, are considered in the computation of the grade point average.

Students who do not meet the requirements as stated above may be granted admission at the master’s degree level provided they have a grade point average of 2.50 overall or a 2.75 average on the last 60 hours.

1. Applicants for admission to the master’s degree program who have not completed the appropriate undergraduate background will be assessed under graduate course deficiencies.
2. Applicants from an unaccredited college, who have satisfactory grades and a satisfactory undergraduate program, may be admitted with an entrance condition of 12 semester hours.

Newly admitted students must take a preliminary examination immediately after completing six to nine hours of graduate course work. This preliminary examination is a proctored, impromptu written explication of a relatively brief poem or prose passage, the text of which will be presented to the student at the time of the examination. Students will have two hours in which to write this explication, which will be administered once each semester during the regular academic year and graded by a three-member committee. For information on the exam schedule, contact the graduate adviser.

Students failing the preliminary examination must retake it in the next consecutive full semester. Students who fail the explication a second time must complete a non-credit Independent Study in explication until they can pass an explication graded by three members of the English graduate faculty. Students may not take comprehensive exit exams for the degree or register for thesis hours until the explication requirement has been satisfied.

**GRADUATE COURSES AND CREDIT**

Graduate students enrolled in courses numbered 5000 through 5999 must do special work in addition to that required of undergraduates in the courses numbered 4000 through 4999. Courses numbered 6000 or above are open to fully qualified graduate students only.

 DEFICIENT GRADES

 Should a student receive more than 6 hours of “C” or lower in 5000- or 6000-level graduate degree credit courses, that student will not be allowed to continue in the program in subsequent semesters regardless of overall GPA.

###### ADDITIONAL DEGREE REQUIREMENTS

A knowledge of one foreign language is a requirement for the Master of Arts degree in English. The language requirement may be met by completing the final course of the intermediate level of a foreign language (2023) with a grade of “C” or above~~, by achieving a score of 500 or more on the Educational Testing Services examination,~~ or by passing an examination ~~administered~~ approved by the ~~language~~ World Languages faculty.~~, or by completing the reading courses FR 3023 or GER 3023 with a grade of “B” or better.~~

The foreign language requirement must be met before the comprehensive examination can be

taken.

 Students who elect to write a thesis may not register for thesis hours until the preliminary poetry explication requirement has been satisfied.

**p. 205 current**

**Program of Study for the Master of Science in Education Degree in English**

**ADMISSION REQUIREMENTS**

Students seeking admission into the Master of Science in Education degree program in English Education must meet the admission requirements of Graduate Programs and the specific program requirements. In addition, applicants must have completed a minimum of 18 hours of professional edu- cation courses including the requirements for a valid teaching certificate based on a four-year teacher education program. Applicants who do not meet the requirements for a valid teaching certificate based on a four-year teacher education program will be required to complete the undergraduate courses required for such a certificate. These courses may be completed concurrently with the graduate work, but must be completed before the degree is awarded.

For unconditional admission, academic proficiency must be established through satisfaction of

either of the following admission selection criteria:

1. A minimum cumulative undergraduate grade point average of 3.00 (or 3.25 on the last 60 hours) and a raw score of at least 30 on the Miller Analogies Test (MAT) or a minimum score of 292 on the combined verbal and quantitative sections of the Graduate Record Examination (GRE).
2. A minimum cumulative undergraduate grade point average of 2.75 (or 3.00 on the last 60 hours) and a raw score of at least 35 on the MAT or a minimum score of 292 on the combined verbal and quantitative sections of the GRE.

For conditional admission, academic proficiency must be established through satisfaction of

either of the following admission selection criteria:

1. The total undergraduate GPA is 2.50 AND when the undergraduate GPA is multi- plied by 10 and then multiplied by the MAT score the total is at least 600.
2. The total undergraduate GPA is 2.50 AND when the undergraduate GPA is multi- plied by the GRE score the total is at least 1850.

Newly admitted students must take a preliminary examination immediately after completing six to nine hours of graduate course work. This preliminary examination is a proctored, impromptu written explication of a relatively brief poem or prose passage, the text of which will be presented to the student at the time of the examination. Students will have two hours in which to write this explication, which will be administered once each semester during the regular academic year and graded by a three-member committee. For information on the exam schedule, contact the graduate adviser.

Students failing the preliminary examination must retake it in the next consecutive full semester. Students who fail the explication a second time must complete a non-credit Independent Study in ex- plication until they can pass an explication graded by three members of the English graduate faculty. Students may not take comprehensive exit exams for the degree until the explication requirement has been satisfied.

GRADUATE COURSES AND CREDIT

Graduate students enrolled in courses numbered 5000 through 5999 must do special work in addition to that required of undergraduates in the courses numbered 4000 through 4999. Courses numbered 6000 or above are open to fully qualified graduate students only.

DEFICIENT GRADES

 Should a student receive more than 6 hours of “C” or lower in 5000- or 6000-level graduate degree credit courses, that student will not be allowed to continue in the program in subsequent semesters regardless of overall GPA.

**Graduate Bulletin 2019-2020, p. 179 proposed**

**Program of Study for the Master of Arts in English Degree**

**ADMISSION REQUIREMENTS**

Students seeking admission into the Master of Arts in English must meet the admission require- ments of Graduate Programs and the specific program requirements.

Applicants must hold a baccalaureate degree from an accredited four-year institution with the appropriate undergraduate background in the field of the proposed academic emphasis and a grade point average of 3.00 on the last 60 hours of undergraduate work, or a 2.75 average on all undergradu- ate work (A-4, B-3, C-2, D-1, F-0). The appropriate undergraduate background must include a minimum of 18 semester hours of coursework, exclusive of any basic education courses, in the proposed field of the graduate major. All courses attempted, including any repeated courses, are considered in the computation of the grade point average.

Students who do not meet the requirements as stated above may be granted admission at the master’s degree level provided they have a grade point average of 2.50 overall or a 2.75 average on the last 60 hours.

1. Applicants for admission to the master’s degree program who have not completed the appropriate undergraduate background will be assessed under graduate course deficiencies.
2. Applicants from an unaccredited college, who have satisfactory grades and a satisfactory undergraduate program, may be admitted with an entrance condition of 12 semester hours.

Newly admitted students must take a preliminary examination immediately after completing six to nine hours of graduate course work. This preliminary examination is a proctored, impromptu written explication of a relatively brief poem or prose passage, the text of which will be presented to the student at the time of the examination. Students will have two hours in which to write this explication, which will be administered once each semester during the regular academic year and graded by a three-member committee. For information on the exam schedule, contact the graduate adviser.

Students failing the preliminary examination must retake it in the next consecutive full semester. Students who fail the explication a second time must complete a non-credit Independent Study in explication until they can pass an explication graded by three members of the English graduate faculty. Students may not take comprehensive exit exams for the degree or register for thesis hours until the explication requirement has been satisfied.

**GRADUATE COURSES AND CREDIT**

Graduate students enrolled in courses numbered 5000 through 5999 must do special work in addition to that required of undergraduates in the courses numbered 4000 through 4999. Courses numbered 6000 or above are open to fully qualified graduate students only.

 DEFICIENT GRADES

 Should a student receive more than 6 hours of “C” or lower in 5000- or 6000-level graduate degree credit courses, that student will not be allowed to continue in the program in subsequent semesters regardless of overall GPA.

###### ADDITIONAL DEGREE REQUIREMENTS

A knowledge of one foreign language is a requirement for the Master of Arts degree in English. The language requirement may be met by completing the final course of the intermediate level of a foreign language (2023) with a grade of “C” or above, or by passing an examination approved by the World Languages faculty. The foreign language requirement must be met before the comprehensive examination can be

taken.

 Students who elect to write a thesis may not register for thesis hours until the preliminary poetry explication requirement has been satisfied.

**p. 205 proposed**

**Program of Study for the Master of Science in Education Degree in English**

**ADMISSION REQUIREMENTS**

Students seeking admission into the Master of Science in Education degree program in English Education must meet the admission requirements of Graduate Programs and the specific program requirements. In addition, applicants must have completed a minimum of 18 hours of professional edu- cation courses including the requirements for a valid teaching certificate based on a four-year teacher education program. Applicants who do not meet the requirements for a valid teaching certificate based on a four-year teacher education program will be required to complete the undergraduate courses required for such a certificate. These courses may be completed concurrently with the graduate work, but must be completed before the degree is awarded.

For unconditional admission, academic proficiency must be established through satisfaction of

either of the following admission selection criteria:

1. A minimum cumulative undergraduate grade point average of 3.00 (or 3.25 on the last 60 hours) and a raw score of at least 30 on the Miller Analogies Test (MAT) or a minimum score of 292 on the combined verbal and quantitative sections of the Graduate Record Examination (GRE).
2. A minimum cumulative undergraduate grade point average of 2.75 (or 3.00 on the last 60 hours) and a raw score of at least 35 on the MAT or a minimum score of 292 on the combined verbal and quantitative sections of the GRE.

For conditional admission, academic proficiency must be established through satisfaction of

either of the following admission selection criteria:

1. The total undergraduate GPA is 2.50 AND when the undergraduate GPA is multi- plied by 10 and then multiplied by the MAT score the total is at least 600.
2. The total undergraduate GPA is 2.50 AND when the undergraduate GPA is multi- plied by the GRE score the total is at least 1850.

Newly admitted students must take a preliminary examination immediately after completing six to nine hours of graduate course work. This preliminary examination is a proctored, impromptu written explication of a relatively brief poem or prose passage, the text of which will be presented to the student at the time of the examination. Students will have two hours in which to write this explication, which will be administered once each semester during the regular academic year and graded by a three-member committee. For information on the exam schedule, contact the graduate adviser.

Students failing the preliminary examination must retake it in the next consecutive full semester. Students who fail the explication a second time must complete a non-credit Independent Study in ex- plication until they can pass an explication graded by three members of the English graduate faculty. Students may not take comprehensive exit exams for the degree until the explication requirement has been satisfied.

GRADUATE COURSES AND CREDIT

Graduate students enrolled in courses numbered 5000 through 5999 must do special work in addition to that required of undergraduates in the courses numbered 4000 through 4999. Courses numbered 6000 or above are open to fully qualified graduate students only.

DEFICIENT GRADES

 Should a student receive more than 6 hours of “C” or lower in 5000- or 6000-level graduate degree credit courses, that student will not be allowed to continue in the program in subsequent semesters regardless of overall GPA.