August 2015

1. New Graduate Faculty added: Remeselink, Rood

2. Graduate assistantships information revised regarding PhD RPC student teaching upper-level courses that enroll primarily majors. Revisions made to reflect current policy and practice with regards to teaching 275, 310, 313, 411, 415, and 416 and separate requirements for teaching advanced communication (302, 309, 312, and 314) and taking Engl 504 (revised course description).

3. ALT portfolio assessment procedure changes to have portfolios due in the fourth semester (instead of third) and retakes due later in the same semester (1st submission due first Monday of semester; 2nd submission due 12th Monday of semester).

4. RPC comprehensive written examinations portion of the prelims procedure changes. RPC Examinations Committee no longer reviews reading lists prior to finalization but still reviews POS committee proposed written examination questions for program consistency and rigor of questions. However, the committee no longer has membership on the student's evaluation committee which now is evaluated completely by the entire POS committee.

February 2015

1. English MA Literature and Literature and the Teaching of Reading descriptions revised. Combined the specialization requirements onto one POS page as well as merging the two Degree Planning Sheets into one for both specializations.

2. Graduate Faculty section updates:
   - Ned Balbo (CWE—creative writing poetry and non-fiction through June 2016)
   - Michelle Tremmel—add the doctoral RPC major approved by the RPC faculty

November 2014

1. Specified number of completed credit hours towards the POS to define 2nd, 4th, and 5th semesters for degree paperwork and POSC Form deadlines at each program level for those students who are part-time and/or not on a graduate assistantship appointment.

2. Professional Travel Funding section updated to include new process for English Dept travel funding approval (created Professional Travel Funding Application form), revised GPSS Professional Advancement Grant (PAG) application procedures (updated with January 1, 2015 changes as well), and instructions regarding travel expense reimbursement policies and procedures.
3. MFA CWE program requirements revisions—
   Major professor and committee selection process updated to include the process of students
   submitting thesis project descriptions and major professor preferences so faculty can
   distribute major professor and second committee member appointments
   POSC and paperwork deadline changed to fourth semester from third semester
   Transfer credit policy approved for maximum of 15 credits from literature courses, electives in
   English other than Creative Writing, and environmental courses outside English so that all
   workshops and creative writing electives must be completed within ISU’s MFA program

4. PhD Preliminary Examination requirements revised regarding registration during the semester
   in which either portion (written or oral) is taken which can include final POS course or 699
   research credits

5. ALT language requirement does not have to be completed in order to take either portion of the
   preliminary examinations, but it must be completed and the Language Requirement Form
   submitted in order to qualify for ABD status and salary raise as a graduate assistant.

6. Created form for RPC Reading List Approval Memo and referenced where appropriate

September 2014

1. New Graduate Faculty added: Beckett, Mackiewicz, Ockey
   Term members added: Ranalli, Jaekel

2. Graduate College new online Program of Study and Committee Form (POSC) language and
   instructions incorporated to replace language regarding Committee Recommendation and
   Program of Study forms that were paperwork.

3. PhD RPC students teaching upper-level courses that enroll primarily majors information was
   revised to include Engl 504 registration requirement for those students teaching Engl 302, 309,
   and 314.

4. PhD ALT POS changes approved in April 2014
   Pre-/co-requisites requirements increased by including Engl 512, 516x, and 519
   Removed Primary Core, Applied Linguistics, and Technology in Applied Linguistics categories;
   added Technology and Language as well as Seminars in Applied Linguistics
   Increased Electives to 18 credits and Dissertation Research to 18 credits
   Revised language for Seminars and Electives section
   Added Brief Overview and Approximate Timing section to Preliminary written examination
   information

5. PHD RPC POS revisions—
   Removed 547 from History category in Secondary Core since part of Primary Core
   Revised language for RPC Electives section

6. MA RCPC POS revisions—
   Added Engl 631 Advanced Study in RCPC course list
   Revised Electives language to include cohesive set of two graduate courses from English
   Department offerings or from other university departments or programs, and removed
   requirement to submit Waiver/Equivalency Petition for approval of courses outside the
   English Department
7. MA TESL/AL POS revisions—
Literature in ESL specialization course requirement changed to also allow the use of Engl 510 or 511 as three of the specialization credits (“Three appropriate electives two of which must be from English Department graduate literature course offerings.”)

January 2014

1. Graduate Faculty Membership list revised—
   Remove area/major sections and just list all faculty alphabetically
   Add Major column and list majors approved to represent on POS committee; graduate minors not included at this time

2. Undergrad course rules for use in POS changed—
   No ENGL designated 300- or 400-level course (or it’s cross list) can be used in a POS
   Remove paragraph about using Engl 590 to take ENGL undergrad courses and use in POS

3. Changed “the student” to “you/your” in PhD sections to match rest of manual

4. Transfer Credit Evaluator title replaced with Director of Graduate Education

5. Added Engl 543 to Lit and LTR POS requirements as possible American Lit and/or the prior to 1865 requirement

6. Created new Advising Checklists organized in chronological order for each degree level.

6. Created new forms—POS Waiver/Equivalency Petition and Over-age Course Memo—and referenced where appropriate

November 2013

1. MFA CWE POS changes approved in September 2013—
   Core: 543 OR Lit Grad course with emphasis in env, ecol, sci
   Workshop: Increase to 12 credits
   Electives in CW: 557 option to take a grad Lit, RPC, or Ling course in place of 557 with approval of POS committee
   Electives in Lit: Decrease to 3 credits
   Open Electives in Engl: Decrease to 3 credits; remove language about taking grad courses in Engl Dept other than CW (in Lit, RPC, and Ling) and note about adtl Lit course recommended in this category
   Env courses outside Engl: removed non-major graduate credit language for undergrad courses to apply new Graduate College policy

2. Graduate Faculty section: Added ** for Speech Com and Com Studies faculty in the RPC section who serve as inside or inside-outside POS committee members

3. MA Engl (Lit & LTR): Added 543 in the “when appropriate” category for Amer Lit

4. ALT Portfolio: Changes made to “Preparation” section and regarding how the “Word count” in Item C. is determined in the “Requirements” section
5. MA TESL/AL POS: Added "in all specializations" to note about the use of 510 or 511 counting toward 3 credit of the specialization requirements

6. Non-major graduate credit language removed and replaced with new Graduate College policy language in "Course Policies" section regarding undergrad courses taken as a grad student; Also revised language in the MFA CWE Environmental Courses requirement to reflect new policy language

September 2013

1. Graduate minor requirements for MFA CWE, PhD ALT, and PhD RPC included

2. Added policy requiring English graduate student who wish to meet POS requirement by taking an English undergraduate course taught by a member of the Engl Dept graduate faculty must submit a Request for English 590 and gain approval for graduate-level requirements for that course, even if listed as non-major graduate credit

3. Revised ALT and RPC preliminary exam language to require Major Professor to create the exam question document and administer exam to the student. However, student returns electronic exam to the Graduate English Office by the deadline for distribution to the POS Committee

4. New Graduate Faculty added: Cook, Lefebvre, Menefee
   Term members added: Silva
   David Russell added to Engl MA major

5. MA Engl (LTR) required courses in reading: changed CI 558 to CI 588 to correct error

6. MFA CWE POS Environmental Course list suggestions: corrected Art H 582 to Art H 581 and from Asia to India in title