

GRADUATE COUNCIL
Minutes
Thursday, February 23, 2016
3:30 pm, DePaolo Hall Conference Room

Council members attending: Drs. Ciner, Fain, Feng, Imperial, Janicki, Schlichting and Sweeney. Also attending were David Childers, Nancy Holland, Deepak Krishnappa, Mariana Johnson and Dave Monohan.

I. Approval of January 26, 2017 minutes, approved

II. Announcements

Graduate Faculty Update: The following faculty were approved since the last Graduate Council meeting.

College of Arts & Sciences

Public & International Affairs – Keren-David Nafte, special three year appointment

College of Health & Human Services

School of Nursing – Micah Scott, three year appointment

III. New Business

- 1. Appendix C, MA in Film Studies - Mariana Johnson; moved to vote, approved.**
- 2. Discuss policy change to allow Graduate School approval of course deletions – moved to vote, approved.**
- 3. What approvals should be required for transfer course equivalencies used outside the primary discipline? For example, to transfer in a MAT course to be used to fulfill requirements in the CSIS program – Action: the Graduate School will modify the transfer credit form to include signature from both departments when course equivalencies are outside of the primary discipline; moved to vote, approved.**
- 4. What should be the limit on the number of credits of Special Topic courses that can be applied to a program of study? Many limit to 6 hours. What should the Graduate School policy be? Action: Up to 1/3 of the credit hours in the program of study can be special topics courses; moved to vote, approved.**
- 5. Instructors are able to add students to the Blackboard roster without the student registering for the course in SeaNet. This is causing issues, where students think they are registered but the course is not on their academic Record. This causes late registration ‘adds’ which affects our official census count. Should it be disabled in BB? No action taken.**
- 6. Discuss the Master’ Degree Examination Policy (see current policy below):**

Every master’s candidate must pass either a written comprehensive examination covering his or her field of study, or an oral comprehensive examination covering all course work required for the degree, or both, according to the decision of his or her department or school. The general expectation is that the comprehensive exam is taken near the end of coursework and in conformance with a schedule established by his or her department or school. If a thesis is required, a final oral defense of the thesis may be required in addition to the comprehensive examination, or as part of the oral examination.

A committee of at least three members of the graduate faculty (at least two of whom must be in the major program) evaluates the student’s work for the master’s degree, approves any thesis required, and administers any oral examination that may be given. If the student has a minor field of study, at least one member of the student’s committee must represent the program of the minor.

A master’s candidate who fails either a comprehensive written or oral examination may not take the examination a second time until at least three months have elapsed. No student may take an examination a third time without approval of the dean of the Graduate School. A student passes an examination only on approval by at least two-thirds of the members of the examining committee. The vote of the examining committee is considered to be final.

No action taken – to be discussed later.

IV. Old Business

- 1. Policy & Planning Committee presented possible updates to the electronic thesis/dissertation submission form.
Action: Have the Office of Innovation and Commercialization and the General Counsel's Office review the form and determine how best to incorporate intellectual property.**
- 2. Thesis Committee Membership Policy (update from September 29, 2016 meeting) Draft policy reviewed.
No action taken – to be discussed later.**

V. Other

VI. Adjournment 5:00 pm