

## Minutes

### Commission on Graduate Studies & Policies

November 4, 2009

3:30 pm – 5:00 pm

Graduate School, GLC, Conference Room

Present: Dr. Don Leo for Dr. Richard Benson, Ms. Tracey Cameron for Ms. Kimberly Carlson, Dr. Paul Deck, Dr. Karen DePauw, Mr. Jonathan Duggins, Dr. Joe Eska, Dr. Tom Grizzard via videoconference, Mr. Mark Halsey, Dr. Eileen Hitchingham, Dr. Kumar Mallikarjunan, Dr. Thomas Martin, Ms. Michelle McLeese, Dr. Patrick Miller, Dr. Steven Skripak for Dr. Sue Murrmann, Dr. Aaron Purcell, Ms. Nasim Sabounchi via videoconference, Dr. Cliff Shaffer, Dr. Susan Short, Ms. Hannah Swiger, Ms. Catherine Tredick, Dr. Mary Ann Lewis for Dr. Daniel Wubah

Absent with Notification: Dr. François Elvinger, Dr. Kerry Redican

Absent without Notification: Dr. Carolyn Copenheaver

Visitors and Invited Guests: Ms. Jacqueline Nottingham, Ms. Janet Rankin, Dr. Bevlee Watford, Dr. Daniel Wubah

Dr. Patrick Miller, Chair, called the meeting to order.

**Approval of the agenda:** Approved. Dr. Miller requested that the discussion of the accelerated undergraduate / graduate degree program occur at the beginning of the meeting to accommodate the schedules of Dr. Watford and Dr. Wubah.

#### Accelerated Undergraduate/Graduate Degree Programs, 2<sup>nd</sup> Reading

Dr. Watford asked for clarification on several items and explained some of the concerns expressed by members of the Commission on Undergraduate Studies and Policies.

Following a lengthy discussion, an amended resolution was passed (attached). It will be submitted to University Council for a first reading.

**Approval of minutes from October 21, 2009:** Approved with corrections to date, attendance, and committee membership.

## Committee Reports

Graduate Curriculum Committee (GCC): The minutes from October 8 and October 22 were approved with one minor correction.

Graduate Student Appeals: No report.

Degree Requirement Standards Criteria and Academic Policy (DRSCAP): No report.

## Other Reports

Graduate Student Assembly (GSA):

Ms. Michelle McLeese reported that over \$200 was raised through Relay for Life.

Graduate Honor System (GHS): No report.

University Library Committee (ULC): No report.

University Council: No report.

Distance Education Review Committee: The commission discussed in general possible areas of distance education that the committee might consider for review. The committee will meet and narrow the areas of interest and/or concern.

Dr. Short noted that video courses are currently under review by SACS.

**Old Business:**

Operating procedures: Tabled. Commission members were asked to review the procedures before the next meeting.

**New Business:** None.

**Announcements:** None.

**Adjournment:** The meeting was adjourned at 5:04 pm.

*Respectfully submitted:*

Ms. Nancy B. Feuerbach, on behalf of  
Dr. Karen P. DePauw, Vice President and Dean for Graduate Education

**Whereas**, the most talented, highest-achieving students are sufficiently prepared, toward the ends of their undergraduate degree programs, to enroll in graduate courses and are well qualified to pursue graduate study, and

**Whereas**, a significant number of academic units have developed or may someday develop accelerated undergraduate / graduate degree programs (henceforth collectively designated UG/G programs) for the purpose of encouraging their best undergraduates to pursue graduate study and enabling them to enter the professional workplace sooner, and

**Whereas**, several bachelors/masters programs have evolved and are presently available to students, however their admission procedures and operating policies are so diverse that collective administrative oversight to ensure quality and fairness across all such programs has become intractable, therefore be it

**Resolved**, that beginning in the Fall Semester of 2010, the Graduate School shall administer all UG/G accelerated programs under a consistent policy umbrella, and be it

**Resolved**, that the accelerated undergraduate/graduate program (UG/G) shall supplant the present Five Year (Honors) Bachelors-Masters program and the present Open Bachelors-Masters program, effective Fall 2010, and be it

**Resolved**, that Dual Student Status, as defined in the Graduate Catalog, is unchanged as an option for students, however students may not concurrently have Dual Status while enrolled in a UG/G program, and be it

**Resolved**, that university-wide minimum conditions for admission into a UG/G program shall include

1. the confirmed availability and willingness of a faculty member to serve as the student's initial advisor for the proposed UG/G program, and
2. a tentative listing of courses that the student will take that are generally found suitable for use on a graduate Plan of Study, and
3. a minimum GPA of 3.5, and be it

**Resolved**, that the academic unit administering the graduate portion of a UG/G program may establish additional admission criteria, including but not necessarily limited to student status, GPA (above the university minimum of 3.5), motivation, career objectives, the student's experience as reflected in a CV, a portfolio, and/or letters of reference, and be it

**Resolved**, that admission into a UG/G program must be granted, by the Graduate School and the academic unit administering the program, before an undergraduate student may enroll in courses that he or she intends to apply toward a masters, doctorate, or both, and be it

**Resolved**, that some courses taken before completion of the undergraduate degree (and applied toward that degree) may be applied also toward the graduate degree of a UG/G program, subject to the following regulations:

1. At most twelve credits may be used,
2. All courses used must be numbered at the 4000 or higher
3. Courses must be taken during the final twelve months of the undergraduate degree,
4. No more than six credits used may be at the 4000 level,
5. A grade of B or higher must be earned in each course used,
6. Courses to be used must not be taken pass-fail if a graded option is available, and be it

**Resolved**, that each graduate degree program wishing to offer one or more UG/G programs shall submit a written general description of their program to the Graduate School for review and approval before students may be admitted th