

University Graduate Council Minutes

Tuesday, November 12, 2013

3:00 pm

Sherrick 114

Council in Attendance:

Yves Idzerda (Sciences –Letters & Sciences)

Sarah Codd (Engineering)

Anne Christensen (Business)

Jean Shreffler-Grant (Nursing)

Josh DeWeese (Arts & Arch.)

Also on Attendance:

Laura Collins (Graduate School)

Melis Edwards (Graduate School)

Donna Negaard (Graduate School)

Amanda Brown (Graduate School)

Absent:

Alan Dyer (Agriculture)

Kathryn Plymesser (COE Graduate Student)

William Ruff (EHHD)

Ronald Larsen (Ex Officio Graduate School)

Mary Murphy (Letters – Letters & Sciences)

- Meeting started at 3:07 pm
CH: Yves Idzerda
- September 17, 2013 minutes approved with minor change
- No comments from campus
- Vice-Chair
Chair Idzerda reminded Council Members of the opportunity to volunteer to fulfill the roll of Vice-Chair. Nominations will be accepted in spring 2014.
- Dual Degree policy proposal
 - On behalf of Ronald Larsen, Amanda Brown presented Council with a proposed policy for dual degrees.
 - Chair Idzerda suggested minor changes to language in the Counting Credits section
 - **Motion was made to support and approve the policy, with minor changes; motion was approved unanimously.**
- Program of Study deadline
 - Amanda Brown reported to the Council that The Graduate School is working towards implementing the filing deadline policy for programs of study. Current policy calls for students to be placed on college probation if they fail to submit a program of study by their deadline. The probation would appear on a student's official transcript and The Graduate School sees this as too severe.
 - Ms. Brown proposed changing the policy by placing a registration hold on the student's account instead of college probation. This policy would then be used as a tool to improve time to degree completion and overall tracking of graduate students.
 - Internal procedures to process the holds would be as follows:

- On the 15th class day The Graduate School will run reports identifying students who are due to submit a program of study that semester (Certificate 1 semester, Masters 2nd semester, Doctoral 3rd semester). Students on the report will be notified by email of the deadline and the possibility of a registration hold being placed on their account if they do not submit the program by the end of the semester.
 - On the last day of the same semester a subsequent report will be used to identify students who have not fulfilled the requirement. Students on this list would have a registration hold placed on their account, effective immediately.
 - The registration hold will be lifted once an approved program of study has been filed.
 - Chair Idzerda raised concern of how PhD students would be able to formulate a program of study on time if they have not yet taken their comps. Council discussed.
 - Member Shreffler-Grant noted concern for part-time students who have difficulty formulating a committee. Council discussed.
 - Member Christensen commented this would give the advisor requests to students more “teeth”.
 - **Motion was made to support and approve the revised policy; motion was approved unanimously.**
- Video conferencing for exams and defense proposal
 - On behalf of Ronald Larsen, Amanda Brown presented Council with a change in policy concerning the number of members that may participate in an exam or defense via video conference.
 - The Graduate School currently receives a number of requests each semester appealing the policy
 - Council was supplied with graduate representative reports where members had participated via video conference.
 - Several members asked, how do we define “the place” where the student and members should be? What if the student is at distance? What if there are members from two or more campuses (e.g. Materials Science PhD program).
 - Member Codd asked whether a student could use this policy to argue against having to travel. Council discussed and recommended a statement be included to the effect of “Individual departments and programs may establish their own limits on the use of video conferencing.”
 - Ms. Brown said she would continue to review the policy language, including new language to address at distance students and member from multiple campuses, and bring the proposal back to council in the spring.
- Meeting adjourned at 3:50 pm
- Dates for spring semester will be determined in January 2014 once final class schedules have been confirmed.