

Graduate Administrators Council (GAC)
Minutes of Thursday, April 14, 2011
Koch Hall Board Room
8:30-10:00 a.m.

Attending: Brenda Neumon Lewis, Chair, Kayla Burgert, Mona Danner, Sharon Judge, Christopher Osgood, Mike Overstreet, David Selover, Osman Akan, Isao Ishibashi, Martha Walker, Bill Heffelfinger, Ali Ardalan, Dennis Gregory, Richardean Benjamin

Approval of March 31, 2011 Minutes

- Minutes were approved.

Announcements/Updates – B. Lewis

Graduate Research Achievement Day

- Dr. Lewis announced that Graduate Research Achievement Day was a great success and thanked the Council members who were able to attend. Twenty-two students participated, and the Webb Center proved to be a great location. Dr. Lewis welcomed suggestions for next year's event and mentioned that she hopes to have the event during activity hour next year so as to impact more undergraduate students.

April Graduate News

- Dr. Lewis distributed copies the April issue of *Graduate News*. She mentioned Graduate Assistant Kayla Burgert will be leaving in May. Also, Dr. Overstreet announced this will be his last Council meeting as he will retire this year. Dr. Lewis thanked Dr. Overstreet for his many years of service to the Council.

Update Graduate Catalog

- Dr. Lewis indicated that updating the graduate catalog will be a summer project. She also said that the new Administrative Assistant who will be hired in the near future will be tasked with this project.

Comprehensive Exams

- Dr. Lewis offered new wording for the section under comprehensive exams in the catalog. The recommended wording would read, "It may be repeated only once" and "Exceptions to the above policy for both master's and doctoral students must be approved by the Graduate Program Director." There was a lengthy discussion on the pros and cons to changing the wording. Council discussed that the decision to allow a student to take a comprehensive exam for a third time should be decided by someone higher than a Graduate Program Director, such as the Department Chair. Council then discussed the positives and negatives of allowing students to have more than one retake of a comprehensive exam. Council discussed adding wording that would clarify that if the student does not pass the exam the second time they are dismissed from the program, and Council also discussed changing the wording that says, "the next regularly scheduled examination." The consensus of the Council was that students should be given two chances to take the comprehensive exams, but allow exceptions based on extraordinary circumstances. Council decided to discuss additional wording changes at the next meeting.

Fulltime Requirement Issues

- Dr. Akan addressed an issue that was brought to him by a Graduate Program Director. The GPD expressed concern that state-funded (but not S5 funded) international students can receive a reduced course load during fall and spring semesters down to six credit hours and still be considered full time.

However, state-funded domestic students are required to take nine credit hours to be considered full time. It was suggested that the faculty member was looking at two different policies and that if the international student is a GA they are still required to adhere 9 credits for full-time status. The Council also discussed possibly having an "All But Thesis" status for master's students. The consensus of the Council was that the SHEV and E1S practices needed to be reviewed in more detail for further discussion.

Issues to Finalize AY 2010-2011

Decentralization Assessment

- Council discussed the need to receive input from Graduate Program Directors and Chairs about decentralization. Consensus of the Council was to talk about this issue during the summer and possibly launch a survey in the fall.

RCR Policy

- Council expressed the desire to have Adam Rubenstein come talk to the Council about how many students have been taking the RCRs.

Doctoral Mentoring Process

- Council discussed possibly allowing candidates from all six colleges to be considered for the Doctoral Mentoring Award. Council also discussed the possibility of selecting only one award recipient each year. Consensus of the Council was to look at this process in depth in the fall.

Reinstatement Process

- Dr. Lewis reminded Council that the reinstatement process change will take effect this fall. The decision making will be at the college level, and the Graduate Appeals Committee will only be consulted if a student is not pleased with the college's decision.

Meeting Adjourned at 9:28