

Approved
4-0-3
September 15, 2009

Graduate Council
Meeting 18
May 5, 2009

**Indiana State University
Faculty Senate
GRADUATE COUNCIL
Minutes**

Present: S. Barton-Bellessa, M. Boyer, B. Corcoran, E. Hampton, M. Haque, B. El-Mansour, L. O'Laughlin

Absent: W. Barratt, Stan Buchanan

Speaking Seats: D. Collins (COE), J. Gatrell (SoGS Dean), S. Gick (Registrar), H. Hudson (CAS), R. McGiverin (Library), T. Sawyer (Senate Exec.)

Guests:

1. **Call to Order:** M. Boyer called the meeting to order at 8:08 AM.
2. **Agenda:** The amended agenda was adopted by acclamation.
3. **Minutes:** L. O'Laughlin moved approval of minutes from 04.21.09; S. Barton seconded. Minutes were approved. **Vote: 5-0-1.**
4. **Old/Unfinished/Ongoing Business**
 - a. Graduate Outcomes/Goals Workgroup Report (continued from 4/21 discussion)
 - i. J. Gatrell points out that the report has been sent out to deans so that it is in the pipeline for action early next fall.
5. **New Business**
 - a. Curriculum Items from Program Development Committee:
 - i. PHYS ED syllabi have been reviewed and recommendations have been made. The specific syllabi for the new courses are discussed in GC, and they are considered to be lacking in detail. These syllabi for new courses stemming from a large restructuring process prompted by Program Prioritization are the enhanced versions, which makes their absence of detail even more troubling. H. Hudson suggests that next year's GC might propose more specific graduate course syllabi guidelines. T. Sawyer suggests that a specific signal needs to be sent to the program that such absence of detail is unacceptable. J. Gatrell points out that this is not a fast-tracked procedure; we are being asked to vote on the whole package that contains the syllabi. E. Hampton says that tabling is good option. The subcommittee made recommendations on the syllabi and revisions came back in the form presented. The subcommittee has given a recommendation to approve the full package. We have two options: to table or to vote on the current program. S. Barton moves to table; B. El Mansour seconds. The proposal is tabled.
 - ii. CHEM587, CTE581, CTE572, CTE583, CTE585, CTE594 – fast-track approved and posted in Academic Notes on 4/27/09.
 - b. GC Subcommittee Reports are presented.
 - i. It is recognized that committees charged to do ongoing work have been very busy this year.

- c. Adjustment of Graduate Catalog copy: E. Hampton moves approval. B. Corcoran seconds. **Vote: 6-0-1.**
- i. Petition Procedures and Graduate Student Appeals Committee: Students wishing to request an exception to any of the policies of the School of Graduate Studies should contact the assistant dean. The Graduate Student Appeals Committee considers academic petitions.
 - ii. Time Limitation (for each degree, to be added to each paragraph): Students with nine or fewer credit hours of out of date course work must submit course validations to the School of Graduate Studies for approval to the assistant dean. Students with more than nine hours of out of date course work must submit a petition with the appropriate course validations for consideration by the Graduate Student Appeals committee. Ordinarily, if more than 50% of the course work is out of date, all or a portion of the courses will need to be re-taken. Forms can be found on the School of Graduate Studies website.
 - iii. T. Sawyer, as Chair of the Graduate Student Appeals Committee, discusses changes that might be made to the role of the committee. Right now some students are appealing what is in the catalog and petitioning for waivers to the catalog. The appeals committee needs to address issues with extenuating circumstances. J. Gatrell states that GC cannot write policies for everything.
- d. Discussion of the conversion of graduate hours (usually independent study or research hours) to thesis hours. J. Gatrell says that such conversions challenge the validity of the transcript and so we need a date beyond which conversions cannot be made. S. Gick fully concurs. E. Hampton questions the premise of the need to convert courses in general other than specific emergency situations. M. Boyer asks if this is something that can be handled in part through enhanced faculty training. S. Gick asks about the rate of success of preliminary exams; she says that grade conversion is a problem for veterans who can be penalized for dropping a course and adding something in. Thus, she wants to support the objective of restraining the retroactive conversion credit hours.
- e. Assessing 3-Year Degrees:
- i. In Spring 2009, the Graduate Council revised the admissions guidelines to enable the selective admission of international students with 3-year degrees. The revision was in response to the so-called "Bologna Process". In practice, the revised policy statement will be interpreted using the following principles:
 1. Applicants with a degree from a "Bologna" institution will be considered to have earned the equivalent of a 4-year undergraduate degree;
 2. Applicants with a degree from an institution with accreditation from a NAFSA and/or WES recognized international, national, or regional agency deemed equivalent to a 4-year undergraduate degree will be considered to have earned the equivalent of a 4-year undergraduate degree for the purposes of admission;
 3. Applicants with a 3-year degree from an institution that does not meet the criteria above will be considered for admissions; but the equivalency of the degree will be determined by the program. Please note, a program may accept the degree as equivalent, require supplementary undergraduate studies, require higher than ordinary performance on required standardized exams (i.e., GMAT, GRE, or TOEFL) or not accept equivalency at the discretion of the program. The final decision rests with the program.
 - ii. In practice, the International Affairs Center will identify which degrees are equivalent to a traditional undergraduate degree and which

baccalaureate degrees are 3-year degrees subject to program scrutiny as part of the credentialing process.

6. **Reports:**

- a. Chairperson (M. Boyer):
 - i. Senate approved the name change for the SoGS. Annual report will be presented soon. DARS issues and Master Plan will be carried over to next year, but all other charges have been completed.
 - ii. Summer action items. E. Hampton moves that the Exec Committee be given authority to act on items that might come before the GC over summer. S. Barton seconds. **Vote: 6-0-1.**
 - iii. On-line Dissertation and Thesis Training for committee chairs is about to go live.
- b. Faculty Senate Liaison's Report (T. Sawyer):
 - i. Graduate School name change approved by Senate.
- c. Administrative Report (J. Gatrell, SoGS Dean):
 - i. J. Gatrell thanks the GC and Executive Committee for assistance through the year.
- d. Registrar's Report (S. Gick):
 - i. Remind faculty that the system shuts down at 4:00 on the day grades are due.
- e. Graduate Student Report: (A. Jamison)
 - i. No formal report.

7. **Adjournment – 9:18 AM**

Respectfully submitted,
Brendan Corcoran
Secretary