

**Minutes
Graduate Council**

Number: 1

Date: August 22, 2003

Present: L. Barrow, P. Bonfanti, J. Boyle, K. Brabham, S. Bridges, R. Burrell, S. Byrd, F. Coleman, L. Crittenden, L. D'Abramo, D. Hare, T. Hosie, S. Jobe, M. Neumann (for R. Shivaji) W. Person, L. Reinschmiedt, C. Sides, B. Spencer, C. Wang, D. Wise, D. Wolfe

Absent: G. Dunaway, E. Milam, J. Pote, G. Rent

1. Dr. Tom Hosie called the meeting to order at 1:35 p.m. in Room 611 Allen.
2. On motion by Dr. John Boyle and second by Dr. Dwayne Wise, the Council approved the May 9, 2003 Graduate Council Minutes.

3. Report from University Committee on Courses and Curricula (UCCC)

There was no report from UCCC.

4. Dr. William Person presented the report from the Office of Graduate Studies:
 - a. Personnel changes in the office include the hiring of Ms. Sherry Jobe in the Accounting Assistant III position. Ms. Jobe will process graduate assistant employment papers. Ms. Rita Burrell has been reassigned to the position of Graduate Studies Manager, which became vacant due to the retirement of Ms. Dale Welch on June 30, 2003. The search to fill the Administrative Assistant I position is underway.
 - b. During the summer, the office received requests to conduct the review of two academic dismissal appeals.

Dr. Wise (Chair), Dr. Larry Barrow, and Dr. Sylvia Byrd reviewed the academic appeal of an engineering student. The committee has concluded the review and a recommendation has been made to Dean Wayne Bennett.

Dr. Shivaji (Chair), Dr. Boyle, and Dr. Barbara Spencer have agreed to review an academic dismissal of a student in the College of Education.

- c. Enrollment of graduate students at MSU for Fall 2003 is "up" by 103 with 700 new graduate students currently enrolled.
- d. Dr. Person attended the Graduate Assistance in Areas of National Need (GAANN)

Workshop, Washington, D.C., August 10-12, 2003. The Request for Proposals (RFP) will be available online on October 1. All proposals must be submitted electronically. The submittal deadline will be during the first week of November. The stipend awarded for the upcoming year will be \$21,500, an increase from \$18,060.

Dr. Susan Bridges asked if there is a limitation on the number of proposals that can be submitted from a University. Per Dr. Person, there are no limitations on the number of proposals that a university may submit.

- e. MSU has four new Southern Regional Education Board (SREB) Fellows. Two of the students are in the Public Policy and Administration program, and two are in the Computer Science program. The two students who began their fellowships in Fall 2003 will receive an annual stipend of \$15,000. In addition to the stipends, these students will work in their respective departments on a limited basis, (no more than 10 hours per week).
5. Ms. Kori Brabham gave the Graduate Student Association (GSA) report:
- a. A welcome-back reception was held on the MSU Drill Field on August 15 for graduate students and their families. Over 200 attended. The MSU Meat Lab provided food.
 - b. The first 2003-04 GSA meeting will be held on September 9, in Allen Hall Room 11. GSA officers include Josh Herring, Vice President, Animal and Dairy Sciences; Jennifer Barclay Vincequere, Treasurer, Political Science, Susan, Bowers, Secretary, Department of Animal and Dairy Sciences.
 - c. Graduate coordinators will be contacted relative to respective GSA representatives. Dr. Lynn Reinschmiedt asked that deans and department heads be included, as well as graduate coordinators.
6. As an item of Old Business, Dr. Boyle presented the subcommittee report based on the February 26, 2003, request by the Robert Holland Faculty Senate for the Graduate Council to review recommendations made by the Faculty Senate Faculty Affairs Committee relative to "Change of Academic Status Policy."

The Graduate Council subcommittee concluded that the current process is not flawed and should cover all eventualities. There is a separate recommendation relative to instances of academic misconduct currently under review by university administration.

The subcommittee recommended a change to No. 18 Appeal of Academic Status as currently listed in the 2000-2003 *Graduate Bulletin* on page 30. The subcommittee recommends that the following change be made, "If the appeal at the **[departmental] program** level is unsuccessful, a student may then appeal to the college dean." Dr.

Hosie asked that the Council review the recommended change. The item will be reviewed at next month's council meeting. As indicated by Dr. Boyle, the response to the Faculty Senate is that their request has been reviewed and that the Graduate Council does not find the process flawed.

Dr. Hosie called for a motion to accept the Graduate Council subcommittee report. Dr. Dwight Hare made the motion to accept the subcommittee report on the existing appeal policy. Dr. Larry Barrow seconded the motion. Eleven council members voted to accept the subcommittee report; one member abstained; no members voted against accepting the report.

5. As an item of New Business, the Council discussed multiple applications to different departments/programs by graduate students enrolled in MSU. The subcommittee reviewing the appeal of academic dismissal in the College of Engineering discovered this situation. The Council agreed that students are "shopping" for departments.

Ms. Diane Wolfe addressed the issue, indicating that a student may apply to only two programs in one semester. A response must be received from one of the first two departments before a student may apply for an additional program. Per the *Graduate Bulletin*, "Once a student is admitted to a degree program and enrolls in classes he/she must remain in that program for one semester before admission will be approved to change to another degree program." The responsibility falls on the graduate coordinators to review these student applications. Dr. Byrd asked whether a graduate coordinator could work with another department to review a student's grades in the evaluation process. Dr. Hosie asked that Dr. Person make this inquiry with the university counsel.

For some departments, like Computer Science, this has become a problem. Per Dr. Boyle, there are three issues involved here: 1) marginal students are making multiple applications; 2) after students are accepted to one program, they are switching to another; and 3) students are making applications to multiple programs.

Dr. Wise reiterated that the problems are: 1) international students are "shopping," making applications to multiple departments; 2) concurrent enrollment; and 3) graduate assistants on academic probation are making applications to multiple departments while on assistantship.

Dr. Hosie requested that Ms. Wolfe review the admission policy relative to multiple applications to multiple departments by graduate applicants and draft a report to the Council for review at the September 26 meeting.

The Council discussed various problems in the student registration process, including issuance and use of RAC Numbers, registering for classes, and the process in general.

The meeting adjourned at 2:35 p.m.