

Graduate Council

Number: 3

Date: October 22, 2004

Present: L. Barrow, P. Bonfanti, S. Byrd, R. Burrell, R. Conerly (for L. Claude), L. D'Abramo, M. Herring, T. Hosie, L. Reinschmidt, C. Sides, R. Smith (for R. Shivaji), B. Spencer, P. Sullivan, D. Wise, D. Wolfe.

Absent: L. Ballweber, J. Boyle, S. Bridges, F. Coleman, L. Crittenden, G. Dunaway, C. Forde, J. Gilbert, W. Person, J. Pote, R. Taylor, and C. Scanes.

1. Dr. Tom Hosie called the meeting to order at 1:40 p.m. in the IMC Presentation Room (#1407), 1st Floor, Mitchell Memorial Library.

Dr. Hosie asked Council members to review the September 24, 2004, minutes. Dr. Barbara Spencer made the motion to accept the minutes; Dr. Dwayne Wise seconded the motion. Motion carried.

2. Report from Office of Graduate Studies.

- a. Dr. William Person submitted a written report. Dr. Lynn Reindschmidt asked who received the memo for the Recruitment Assistance Grants (RAG).

Since one student was added after graduation at the request of the Registrar's Office, the attachment for the summer 2004 final degree count was redistributed.

- b. Ms. Rita Burrell announced that Ms. Pam Sullivan, Graduate Program Assistant, has posted the Graduate Bulletin on the Office of Graduate Studies (OGS) website so that departments may make correction/changes/updates. Changes should be submitted by Thursday, October 28, 2004. The final version will be posted soon. The Office of Graduate Studies will not produce hard copies this year; the Graduate Bulletin will be produced on CDs for distribution, and departments will be able to access the Bulletin from the OGS website
- c. Ms. Burrell gave the unofficial count for December 2004 graduate degree applicants. The deadline for applying online for December graduation was October 15, 2004. There were 343 electronic applications: 59 Doctoral students; 20 Education Specialist; and 264 Masters.

3. Report from the Graduate Student Association.

Ms. Robyn Conerly, Secretary for the Graduate Student Association, presented the report. GSA held its last meeting on October 13, 2004. Mr. Bill Broyles, Student Health Center, was the guest speaker. Mr. Broyles discussed general information about the Health Center and the Student Health Insurance plan. GSA has discussed community service activities and is currently looking into Habitat for Humanity. There is a free movie night co-sponsored by the GSA, SA, and the Graduate Non-Traditional Student Association (GNSA) scheduled for November 9, 2004, at the Starkville Theater. The next GSA meeting will be November 10, 2004.

4. New Business

- a. Dr. Hosie directed the Council to the Academic Operating Policy and Procedure (AOP) 12.12 – Credit, Grades, and Academic Standing received from the Office of the Provost, which will be voted on soon. Dr. Hosie directed the Council to page 2 of the AOP relating to the change of the undergraduate policy on incomplete grades. The Council is asked about enjoining with this AOP and changing policy on incomplete grades regarding graduate students. Dr. Hosie referred to the Graduate Bulletin, p. 36, 14, for current policy.

Dr. Lou D'Abramo requested that the AOP be sent to the Graduate Council. Since the changes in the AOP relate to undergraduates, Dr. D'Abramo would like to see the AOP agree with the policy in Graduate Studies. Dr. Hosie questioned the omission of the Thesis/Dissertation credits not being in the AOP.

“Once a grade of ‘I’ has been converted to an ‘F’ because of a student’s failure to complete the necessary coursework or a lapse of the allowable time, no additional grade change will be allowed except under extreme circumstance(s) as approved by the Vice President for Academic Affairs.”

Dr. Spencer noted that this is not current graduate policy. Dr. Hosie explained the reasoning for the undergraduate policy which states a student may not be enrolled and not be responsible for the incomplete grade for an undetermined period of time.

Graduate policy states, “All grades of ‘I’ (incomplete) must be completed no later than the last day of class of the next semester (excluding summer) whether the student is enrolled or not.”

The proposed undergraduate policy states, “If an undergraduate student has not enrolled in the university within a year of receiving a grade of ‘I,’ the ‘I’ will be converted to a permanent grade of ‘WI’ (Permanent Incomplete), and the student will not have the opportunity to change that grade.”

Discussion followed. Dr. Hosie asked if the Council wanted to include the policy of “I” grades not being permitted for Thesis/Dissertation. Dr. Wise made a motion to add, “‘I’ grades are not permitted for thesis and dissertation credits.” (Graduate Bulletin, page 36, paragraph 14) Discussion followed. Dr. D'Abramo seconded the motion. Motion carried.

The next issue the Council addressed regarding AOP 12.12 was the Vice President for Academic Affairs approval of the reversal of a grade of “F.” Dr. Spencer made the motion to amend the last sentence of the AOP which reads: “Once a grade of ‘I’ has been converted to an ‘F’ because of a student’s failure to complete the necessary coursework or a lapse of the allowable time, no additional grade change will be allowed except under extreme circumstance(s) as approved by the Vice President for Academic Affairs.” Dr. Larry Barrow seconded the motion. Discussion followed.

Dr. Spencer restated the motion to amend the last sentence of the AOP to read, “as approved by the Dean” instead of “as approved by the Vice President for Academic Affairs.” Dr. Wise seconded the motion. Discussion followed. Dr. D'Abramo commented that while he agreed with the members that it is hard to define extreme circumstances, he does not agree that sending final approval to remove the incomplete grade to the Vice President for Academic Affairs as a problem. Dr. Wise called for a vote. Dr. Hosie asked for a show of hands; two members voted yes; four members voted no; two members abstained. The motion did not carry.

Dr. Sylvia Byrd made the motion for graduate policy to be consistent with undergraduate policy.

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Dr. Wise seconded the motion. There was no further discussion. One member voted no and one member abstained. Motion carried. Dr. Byrd asked that the Graduate Bulletin be revised to reflect AOP 12.12.

- b. Dr. Spencer asked that the Council address the change proposed of Graduate Admissions being realigned under the Office of Graduate Studies. Dr. Hosie asked Ms. Diane Wolfe to address the issue. Ms. Wolfe stated that there is a proposal for returning Graduate Admissions to the Office of Graduate Studies. Ms. Burrell added that to her knowledge there is no final plan. Dr. Wise stated that he thought moving graduate admissions out of the Office of Admissions would be a bad idea. Dr. Reindschmiedt asked why the issue was not brought to the attention of the Council.

Dr. Larry Barrow stated he learned of the proposed change while attending a meeting with Dr. Jonathan Pote at the request of Professor Jim West, Dean of Architecture. During the meeting, Dr. Pote stated that the Office of Research was going to propose changes to graduate admissions. Although Graduate Admissions had been under the Office of Research several years ago and performed very poorly, the new administration felt that this is now something that should and could be done under the Vice President for Research and Graduate Studies. At issue is the "turn around time" in which applications are processed. Dr. Pote feels the change will make the admissions process run more smoothly. Dr. Barrow stated that this decision could be effective November 1, 2004. Discussion followed.

Dr. D'Abramo suggested that the Council send a letter to the Vice President for Research and Graduate Studies stating interest in the move of Graduate Admissions. The Council would welcome the opportunity to visit with Dr. Scanes prior to making a final decision. Discussion followed.

Dr. D'Abramo made the motion that the Graduate Council send a letter to Dr. Scanes to request a meeting before any decision is made. Dr. Reindschmiedt noted the Council would need to have a special meeting since the possibility of the move is November 1, 2004. The Council's next meeting is November 19, 2004. Discussion followed. Dr. Byrd seconded the motion. There was no further discussion. Motion carried.

Dr. Hosie stated he would draft the letter to Dr. Scanes.

Meeting adjourned at 2:30 p.m.