

Graduate Council Minutes  
Mississippi State University

NUMBER: 3

DATE: October 26, 2001

PRESENT: J. Boyle, S. Bullington, F. Coleman, D. Hare, R. Harkess, T. Hosie, E. Milam, D. Miller, L. Reinschmiedt, T. Schultz, C. Sides, D. West for C. Taylor, D. Welch, J. Wesley, D. Wolfe

ABSENT: R. Altenkirch, G. Dunaway, R. Jenkins, W. Person, G. Rent, R. Shivaji, B. Spencer, C. Wang, S. Watson

1. Dr. John Boyle called the meeting to order at 1:30 p.m. in room 611 Allen Hall.
2. Dr. Boyle welcomed Dr. Tor Schultz as the newly elected member from the College of Forest Resources. Dr. Schultz replaces Dr. Stephen Schoenholtz who left the University to accept a position in Oregon.
3. A motion was made, seconded, and approved unanimously to accept the minutes of the Graduate Council meeting held on September 28, 2001, with the following corrections:

Dr. Allison Pearson substituted for Dr. Ed Milam. Dr. Barbara Spencer was absent.

Item 8. should be corrected to read: Dr. Boyle requested that the Council consider general course requirements for majors in master's degree programs. The 2001-2002 Bulletin states (p.39) that "A student is required to complete a minimum of 18-21 hours and may be permitted to enroll in another area, a minor, to satisfy the remaining credit hours." Several suggestions and points were made. It was decided that Dr. Boyle would write a proposal and present it at the next meeting.

4. There was no report from the University Committee on Courses and Curricula.
5. In Dr. Person's absence, Dr. Boyle distributed copies of the following report from the Office of Graduate Studies:
  - Twenty-three academic programs in six colleges submitted proposals for Recruitment Assistance Grants (RAG). The proposals will be reviewed next week and award letters will be mailed on November 1, 2001.

- Ms. Kerry Paul and Ms. Shurunda Thrower participated in the Alliance for Graduate Education and Professional Programs (AGEP) recruitment fair at the University of Alabama-Birmingham on October 8, 2001. Letters of invitation to visit the campus of Mississippi State University have been mailed to the twenty-seven students who completed information cards. Also, each academic department head in the students' areas of interest has been requested to contact the students.
  - Ms. Cathy Sides has sent a memorandum to each academic department requesting updated information for the 2002-2003 Graduate Studies Bulletin by January 2002. Please note that a specific outline has been attached to the memorandum for information needed for each academic program. The information is consistent with the **must** statements in the SACS guidelines for graduate educational programs.
  - The Office of Graduate Studies has implemented use of an Assessment of Services instrument to be analyzed at the end of each enrollment period (fall, spring, summer) during the academic year.
  - Council members are encouraged to visit the OGS Web site and note some of the recent changes including a specific reference to locating the Graduate Studies Bulletin. Suggestions for additional "user friendly" improvements of the Web site are encouraged.
6. There was no report from the Graduate Student Association. Dr. Boyle stated that the GSA has been active in the SACS self-study process with two members serving on the committee looking at graduate programs.
  7. As a matter of old business, Dr. Boyle reintroduced the issue of the residency requirement for the Doctor of Philosophy degree not being compliant with SACS requirements. After a lengthy discussion, a motion was made, seconded, and unanimously approved to change the residency requirement for the Ph.D. to read: At some time in the doctoral career the student will be required to devote one full semester (nine hours) or two semesters half-time (six hours each) in residence at Mississippi State University to the graduate program.
  8. As another matter of old business, Dr. Boyle asked for a clarification on the requirement for majors and minors at the master's level. The current policy states that "A student is required to complete a minimum of 18-21 hours and may be permitted to enroll in another area, a minor, to satisfy the remaining credit hours." A motion was made, seconded, and unanimously approved to change the policy to "A student is required to complete the minimum number of hours required by his/her program and may be permitted to enroll in another area, a minor, to satisfy the remaining credit hours."
  9. Under old business Dr. Boyle stated that the issue of establishing a new student classification titled Post-graduate Student had been discussed at a prior meeting. The Provost has indicated a need for a

separate graduate student category for persons who do not intend to pursue a graduate degree such as faculty, staff, or others enrolling in courses for personal benefit. Students in this category are currently classified as Unclassified Graduate Students. After some discussion it was decided to postpone discussion of this topic until a time when Dr. George Rent, Associate Provost, could be present.

10. Dr. Boyle reported that he and Dr. Rent have concluded the meetings with the academic deans concerning graduate education. A written report on these meetings will be presented at the next meeting of the Council. One result of these meetings is that there will probably be a meeting of the academic deans as Graduate Deans. The academic deans indicated that they do not have a problem with the new procedures. Some of the newer deans indicated that they were not aware of some of their duties in terms of graduate work. As a result of these discussions it was suggested that a listing of exceptions to policy be provided to the deans in order for them to be aware of the number of problems surrounding their graduate programs.
11. Dr. Boyle stated that the Provost has requested that the Council continue to consider the issue of minimum requirements for continuation of degree programs. This issue may be solved with the SACS requirement that each program state minimum requirements for graduation in the *Graduate Bulletin*.
12. Ms. Diane Wolf informed the Council that an electronic Graduate Application would be available for use in February 2002. Dr. Boyle stated that this would be discussed at the next meeting and will be combined with the topic of self-directed applications.
13. The meeting adjourned at 2:35 p.m.