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Graduate Council Meeting Minutes and Reports

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2003 October 27 - Graduate Council Minutes

College of Graduate and Continuing Studies, East Tennessee State University

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MINUTES: Graduate Council - October 27, 2003, 1:15 p.m., East
Tennessee Room - DP Culp

ATTENDEES: Barrett, Taylor, Champney, Hoover, Scheuerman, Ellis,
Bitter, Pike, Dixon, Brown, Herrin, Marrs, Pointer, Tedesco, Whitson

ABSENT: Kimberly Norris-Thompson, Musick, Greer

GUEST: Mooney, Trogen

I. Approval of Minutes - September 29, 2003

Action taken by Council: Approved.

II. Curriculum Sub-Committee - Lee Pike, Chair

A. College of Business and Technology

1. Department of Economics, Finance, and Urban Studies, change
in credit hours in two courses:
 - a. PMGT 5800 Public Management Internship - Change from
6 credit hours to 3 credit hours).
 - b. PMGT 5820 - Public Management Consultantship - Change
from 6 credit hours to 3 credit hours).

***Action Taken by Council: Approved with minor
changes.***

III. Graduate Faculty Sub-Committee - Pat Smith, Chair

A. New Appointments:

1. Jane Broderick
Recommend - Interim Membership
2. Bruce Dalton
Recommend - Full Membership
3. Kelly Dorgan,
Recommend - Associate Membership
4. Patricia Mink
Recommend - Associate Membership
5. Janet Neal
Recommend - Associate Membership

Action Taken by Council: Approved

B. Reappointments:

1. Tammy Davidson
Associate Membership Expired
Recommend - Associate Membership
2. Karilee Freeberg
Associate Membership Expired
Recommend - Associate Membership
3. Tammy Hayes

Interim Membership Expired
Recommend - Interim Membership

4. Elizabeth Lowe
Interim Membership Expired
Recommend - Interim Membership
5. Diana Mozen
Associate Membership Expired
Recommend - Associate Membership
6. Rick Norwood
Full Membership Expired
Recommend - Full Membership
7. Melvin Page
Full Membership Expired
Recommend - Full Membership
8. Martha Pointer
Full Membership Expired
Recommend - Full Membership
9. Dale Schmitt
Associate Membership Expired
Recommend - Associate Membership
10. Jon Smith
Associate Membership Expired
Recommend - Associate Membership
11. Douglas Thewke
Associate Membership Expired
Recommend - Associate Membership
12. John Whitehead
Full Membership Expired
Recommend - Full Membership
13. Ramsey McGowen
Associate Membership Expired
Recommend - Full Membership

Action Taken by Council: Approved.

C. Graduate Faculty Appointment/Re-Appointment Guidelines - Wally Dixon, Chair

Dr. Dixon brought up issues regarding Graduate Faculty Guidelines, specifically appointment terms and application process. After lengthy discussion, Dr. Dixon informed the group that the Graduate Faculty Sub-Committee would meet and work on new policy/procedures explaining the process and defining the differences in membership classification to include areas such as scholarship, productivity, level of

service and research, and graduate involvement. This will be discussed at the next Graduate Council meeting.

IV. Old Business

- A. Conditional Admission Policy - The following was recommended to replace the current conditional admission policy:

This category of admission is designed for applicants who are in the process of completing prerequisite courses or degrees or whose credentials (such as GPA, letters of recommendation, background in the discipline, or interview) are less competitive. Conditional admission may not be granted when significant admission criteria (such as GRE, GMAT, letters of recommendation, or in the case of international students, proof of an undergraduate degree) are missing.

Conditions will be outlined the admission letter and must Be removed by the date specified. If no date is specified, conditions must be removed prior to the completion of 15 graduate credit hours or one calendar year, whichever is later. The student must then submit a request for unconditional status. The Dean of the School of Graduate Studies will approve or deny the request upon recommendation from the degree program coordinator or program admissions committee. After completion of 15 graduate credits or after one calendar year, whichever is later, a student with conditional admission status will not be allowed to register as a degree-seeking student and cannot be admitted to candidacy. Failure to meet conditions of admission will result in dismissal.

Admission cannot be granted to international students without proof of degree.

Action Taken by Council: Approved and forwarded to Academic Council for approval.

- B. Transfer of Credit Policy - The following was recommended to amend the current Transfer of Credit Policy:

Students may petition for the transfer of a maximum of nine semester hours of graduate credit from ETSU or other regionally accredited U.S. and approved non-U.S. institutions, if grades of "B" (or equivalent or higher were received ("B-" grades do not transfer.) Students may be required to submit documentation as to course content and duration of course prior to transfer credit being approved. ETSU coursework solely is used to compute the grade point average; non-ETSU transfer work is not computed in the GPA.

All non-ETSU transfer credit must be posted to the transcript prior to the term of graduation. Transfer of credit is not allowed in the graduation term.

The degree program time limit (matriculation limit) will begin with the registration date of the first course applied to the degree requirements, including transferred courses. Credit earned prior to the degree time limitations specified in this catalog will not be approved for transfer and cannot be revalidated for transfer.

Students cannot transfer credits from a completed degree program into a current degree program. Extension or continuing education hours will not be transferred for credit. In general, credit earned at international institutions cannot be transferred, and petitions to transfer international credit are reviewed only if accompanied by a professional course-by-course evaluation.

Action Taken by Council: Approved and forwarded to Academic Council for approval.

V. New Business

A. P.E.O. Scholarship - Roberta Herrin

Dr. Herrin announced that a local chapter of P.E.O. has allocated \$8,000 for a female ETSU graduate student for academically gifted women. She stated that she would send them additional information on this scholarship and to submit nominations to her at the Graduate School.

V. Adjournment

The meeting was adjourned at 2:10 p.m.

Scott Champney, Chair