

**UNIVERSITY GRADUATE COUNCIL
MINUTES**

Thursday, November 10, 2016

2:00 – 3:00 p.m.

Sherrick 114

Council in Attendance:

Ahmed Al-Kaisy (Engineering)

Mary Miles (Health & Human Development)

Marc Giullian (Business)

Bill Dyer (Agriculture)

Jean Shreffler-Grant (Nursing)

Christopher Livingston (Architecture)

Tena Versland (Education)

Tim LeCain (Letters)

Also in Attendance:

Amanda Brown (The Graduate School)

Kristin Smith (Student Representative)

Gale Gough (Faculty Senate)

Lauren Cerretti (The Graduate School)

Megan Prettyman (International Programs)

Absent:

Joan Broderick (Sciences)

Ian van Coller (Arts)

Fabian Menalled (Agriculture)

Karlene Hoo (The Graduate School)

Meeting started at 2:04 pm

Oct 27, 2016 minutes

- Giullian moves, Versland second, unanimous pass

Announcements

- **Update from Faculty Senate (Gough)**
 - Faculty handbook still in progress
 - Forward section, tenure standards and timelines approved
 - First reading of faculty responsibilities and faculty and tenure rights and responsibilities occurred
 - UGC attention should be paid to “discussing student grades” section of handbook
 - Issue came up at Faculty Senate meeting when senator shared that their department discusses exam fails with students, but not passes
 - Need for uniformity across campus
 - Faculty Senate welcomes input and feedback; Gough will email draft/link to Council
- **DPC update (Brown/Cerretti), handout**
 - Fall 2016 Degree Candidate count numbers on handout are updated estimates. Students will withdraw as thesis/dissertation deadline approaches and passes (Nov 28)
 - Coffee Talk Nov 2, 1-2pm, Plant Bioscience, room 108
 - Well attended
 - The Graduate School hosted a graduate student workshop for sustainable habits for self-care
 - Very well attended

- Presidential and Meritorious call for nominations went out to graduate coordinators, admin assistants, and department heads

Old Business

- None

New Business

- **Provost award for Graduate Research/Creativity Mentoring** (recommendations due 11/21/16)
 - Reviewers: Livingston, van Coller, LeCain, Giullian, Miles
 - Others are excused as their college submitted a nominee
 - Comment: website deadline and application process was not clear; asks reviewers from UGC to relay info to Provost's Office
 - Livingston will give update at next meeting

Committee Reports

- **Policy and Procedures Committee**
 - Transfer of credits posted to a certificate from another institution (Cerretti/Brown)
 - Will be treated as transfer credits and must adhere to transfer policy
 - By transferring individual credits, we understand that a certificate is not to be treated as a degree or a "closed transcript"
 - Certificate credits earned at MSU will continue as before (students are able to "double count" credits from their MSU certificate in a degree program
 - Difference between "transfer" and "considered" credits
 - Reporting of comprehensive exams requirement (Shreffler-Grant)
 - Recap from last meeting: not all departments report the outcome of the qualifying exams or any exams. Should The GS add provisional outcome to GS exam report form?
 - Comment: 5 day turn-around time might not be sufficient for departments to report the outcome. Could change the reporting timeline?
 - Departments may forget to report if there is a longer reporting timeline
 - Departments may lose the paperwork
 - End of term reporting could affect student unfairly
 - Suggestion: 10 working days?
 - Some departments report outcome immediately when the exam is given in an oral fashion
 - Written exams take time to grade; more time to report the outcome is desirable
 - Suggestion: 15 working days from the time the exam is taken?
 - Discussion turned to topic of wait-time between exam fail and re-taking an exam/defense
 - Comment: 6 month wait between doctoral exams (in original policy) seems too long. Could/should change?
 - Some agreement that this should be revised to a shorter wait period
 - Sub-committee chair Shreffler-Grant will revise policy proposal to reflect
 - Exam report due 15 days from the time the exam given;
 - Added language that makes reporting a qualifying exam outcome to The Graduate School mandatory

- Student Council member will ask peers for feedback re: time to prepare for second attempt at exam (if failed first attempt)
- **Curriculum Committee**
- **Governance Committee**

Adjourned at 3:00pm

Next scheduled meeting – Dec 1, 2016