Thursday, November 10, 2016        2:00 – 3:00 p.m.  Sherrick 114

Council in Attendance:
Ahmed Al-Kaisy (Engineering)    Jean Shreffler-Grant (Nursing)
Mary Miles (Health & Human Development)  Christopher Livingston (Architecture)
Marc Giullian (Business)    Tena Versland (Education)
Bill Dyer (Agriculture)     Tim LeCain (Letters)

Also in Attendance:
Amanda Brown (The Graduate School)   Lauren Cerretti (The Graduate School)
Kristin Smith (Student Representative)   Megan Prettyman (International Programs)
Gale Gough (Faculty Senate)

Absent:
Joan Broderick (Sciences)    Fabian Menalled (Agriculture)
Ian van Coller (Arts)     Karlene Hoo (The Graduate School)

Meeting started at 2:04 pm

Oct 27, 2016 minutes
•  Giulian moves, Versland second, unanimous pass

Announcements
•  Update from Faculty Senate (Gough)
  o  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
  o  Fall 2016 Degree Candidate count numbers on handout are updated estimates. Students will withdraw as thesis/dissertation deadline approaches and passes (Nov 28)
  o  Coffee Talk Nov 2, 1-2pm, Plant Bioscience, room 108
    ▪  Well attended
  o  The Graduate School hosted a graduate student workshop for sustainable habits for self-care
    ▪  Very well attended
President 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, Giulian, 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