



Graduate Council Meeting - Minutes March 7, 2003

Graduate Council Members:

Ken Bowers, College of Letters & Science; **Janice Bowman**, College of Agriculture; **Doug Cairns**, College of Engineering; **Katie Daughenbaugh**, Graduate Students; **Marc Giullian**, College of Business; **Richard Helzer**, College of Arts & Architecture; **Bruce McLeod**, Graduate Dean; **Gretchen McNeely**, College of Nursing; **Craig Stewart**, College of Education, Health & Human Development

Present: Chair Bruce McLeod, Janice Bowman, Mark Giullian, Ken Bowers, Craig Stewart, Doug Cairns, Gretchen McNeely, Richard Helzer, Katie Daughenbaugh, Robert Rydel (Department Head of History), Rebecca Ward (College of Graduate Studies), Donna Negaard (College of Graduate Studies)

Meeting commenced at 9:05.

Graduate Council Agenda Items:

Item 1: Faculty Council Invite

McLeod reminded everyone that the Faculty Council is invited to the April 4th Graduate Council Meeting.

Item 2: History PhD proposal

McLeod introduced Robert (Bob) Rydel who presented the History PhD proposal. A summary of the discussion is listed below:

- History department faculty unanimously voted in support of the degree
- The faculty has depth of expertise
- Overlap with U of M – U of M hasn't graduated a student from their program since 1987

- Rydel is trying to get a letter of ‘non-interference’ from U of M
- Concern about expanding programs with current budget cuts
- Money to help launch degree program has been verbally promised by EPSCORE, may be added into renewal NSF\$.
- This would be the first PhD in humanities at MSU
- This is a unique program in the U.S.
- The department has received many letters of support for the program
- Limit people entering the program to three(3) students a year for four(4) years
- Available library resources – have more professional journals now available
- What do people do with this degree – public history, museums, etc.
- Could change the balance of students in the graduate program
- Will there be enough office space, resources etc.?

Motion: Helzer moved to forward History PhD proposal to Dooley. McNeely seconded.

Item 3: Policy review, discussion and reaffirmation of Continuous Enrollment

Graduate Council discussed continuous enrollment. Ward will work on wording and will e-mail Graduate Council for approval.

Item 4: Review and approval of February Graduate Council minutes

Motion: Bowers moved to approve the February minutes. Giullian seconded.

Vote: Unanimously passed

Item 5: Policy Review of Transfer credits

Discussion specifically addressed the following points:

- Must a student be enrolled in a graduate program (master’s or doctoral) to transfer a course taken from a different university (toward MSU’s degree requirements)?
- Should undergraduate credits be transferred (if not used toward bachelor’s degree requirements)?
- Does non-degree or post bachelor’s credits transfer from another institution?

**Conclusion to discussion: Graduate Council supports the current MSU
Transfer Credit Policy**

Current MSU Transfer Credit policy:

- The course must be acceptable to the student's MSU graduate committee and applicable to the program. A grade of "B" or higher must have been received for the course.
- Pass/ fail courses or non-traditionally graded courses will not be accepted for transfer.
- An official transcript listing the transfer credits must accompany the program of study.
- Correspondence courses are not acceptable or allowed.
- Doctoral students must take a minimum of thirty (30) credits while on the MSU campus, regardless of transfer credits.
- If the course was taken at another institution, the student must have been admitted into a graduate program at the other school.
- The student must have met admissibility requirements at MSU at the time the course was taken. (Generally a 3.0 undergraduate GPA based on a 4.0 grading system is required.) Admissibility is determined by the MSU Graduate Dean.
- For students who are at the master's level and are transferring credits, no more than one-third (1/3) of the total number of required credits of coursework for the degree may be transferred.
- A maximum of six (6) to nine (9) credits taken as a non-degree graduate **at MSU** (depending on the student's admissibility at the time the credits were taken) may be transferred into a graduate program, with committee and Dean of Graduate Studies approval.
- A maximum of nine (9) credits taken as an undergraduate **at MSU** may be reserved for use on a graduate program.
- A course taken during undergraduate status may not be repeated nor challenged for use on a graduate program.

Item 6: Policy review, discussion and reaffirmation of Instructor of Record -
Should the instructor of record for a graduate course be required to hold a terminal degree?

Action: Tabled for a future meeting

Item 7: Policy review, discussion and reaffirmation of Double listed courses (Courses in which undergraduates and graduates are taught at the same time but students receive either graduate or undergraduate credit. In some cases graduate students may be required to take different laboratory sections, different examinations or attend extra mentoring sessions.) Double listed courses have never been approved at MSU because most graduate deans and Graduate Council members felt double listing reduces the quality of the graduate experience.

Action: Table for a future meeting

Item 8: “Professional” programs at MSU

1. Definition of “professional degree” programs
2. Committee composition (including consideration of 1-person committees)
3. The “professional comprehensive exam”
4. Will professional certification exams be the comprehensive exam?

Action: Table for a future meeting

Item 9: Professional International Transcript Evaluations

Action: Table for a future meeting

Meeting adjourned at 10:00.

THE NEXT GRADUATE COUNCIL MEETING IS SCHEDULED FOR FRIDAY, APRIL 4TH FROM 9:00-10:00 IN THE PRESIDENTS CONFERENCE ROOM (MONTANA HALL, ROOM 103)

