

GRADUATE COUNCIL MINUTES

December 12, 2012

The Graduate Council met at 1:00pm in 1209 Himes Hall with the following members present: Byerly (ex officio), Day, Dow, Euba, Hirschheim, Holton, Kelso, Nardo, Zemedu, Matthews, Micklop, and Reeve (ex officio). Absent members were Gaunt, Liu, Neff, and Spivey.

Minutes of November 13, 2012

Minutes were approved for the November 13, 2012 meeting. Motion passed for approval, seconded, and the motion was carried.

Dr. Hirschheim

Council Members: Byerly thanked the council members for their service. He recognized Gaunt, Hirschheim, and Holton for their service. Day was recognized as the chair for 2012. The council elected a new chair for 2013. Day nominated Kelso, Nardo seconded. The motion passed unanimously.

Certificate Programs: The Board of Regents and the Board of Supervisors have reviewed drafts of the certificate programs in Mass Communication and Materials Science. No response from the BOP or BOS; however, they do want to establish certificate programs. The process is taking longer than expected.

Thesis/Dissertation Policies: The thesis/dissertation policies of 20 universities were reviewed. Since a document has been approved, no one allowed changes to be made once published. A page needs to be added to correct the error and specify that the Graduate School is not in the business of making substantive changes after a document is published. The Graduate Council and Graduate School. Byerly stated that the policy to not allow changes should not be changed. The only reason to change should be if the document is found to be incorrect. The document should be taken off of the website with the redacted material and page should be behind the title page. Current requests are being submitted for changes years after the document has been published.

PS-45: PS-45 needs to reflect the way the university operates. A proposal is submitted to the course and Curricula Committees, which goes through the Faculty Senate's course and curricula committee. The final step is to the Office of Academic Affairs of the Board of Supervisors/Board of Regents. Concerns regarding graduate curricula/education should operate under the principle that the Graduate Council is the Graduate Council responsibility to act on their behalf. Changes need to be made in writing for accrediting agencies per policies governing the university.

Reeve commented that the SAC committee will trace the university policies; however, they will want to see verification at the on-site. The Graduate Council will outline the undergraduate and graduate programs. The Graduate Council will handle the graduate program changes from the Graduate Council to the Faculty Senate course and curricula committee before being sent to the Faculty Senate. This has been handled in this matter for some time. Traditionally graduate faculty matters go from the Graduate Council to OAA. PS-45 will need to be revised to omit the Faculty Senate step or all graduate program changes should be sent to the Faculty Senate for review. Decisions need to be made how to deal with this.

policy prior to the SACS review. Byerly is concerned that PS-45 does not cover minors, graduate concentrations, graduate changes, etc.

Day mentioned that the course and curricula committee currently reviews proposals that the Graduate School would review when we get to the Faculty Senate committee. Currently graduate course changes go to Byerly for approval before the course and curricula committee and curriculum changes go to the Graduate Council for approval. Nardo raised the concern that not all members on the courses and curricula committee are members of the faculty. Reeve noted that the Graduate Council approval is the graduate level approval and is another point of approval. Nardo suggested making a recommendation to the Faculty Senate to appoint only graduate faculty members on the course and curricula committee.

Byerly's concern is previous program changes have been made and a decision has been made. This delays the process getting the proposals to GVA. Reeve mentioned if the course and curricula committee has any concerns and is not comfortable approving the proposal/changes, they will ask the Graduate Council for their input.

Lemieux questioned what would the graduate program changes going to the course and curricula committee add to the student experience. Reeve stated that the policy needs to be revised to the policy need to be made, then the Graduate Council needs to send the revisions to GVA.

McKillop noted that it is not proper to have non-graduate faculty members on the committee if they are not graduate faculty members reviewing the graduate courses and the Faculty Senate's main concern is justification, but the Graduate Council represents the graduate faculty and Graduate School concerns when making recommendations to the Graduate School Dean. She recommended that the course and curricula committee composition should be changed that all committee members should be members of the graduate faculty. The long term plan should be to revise PS-45.

Holton mentioned when he first joined the Graduate Council they were not a representative body and now the council is a representative body. Therefore, the course and curricula committee may be redundant. Kelso suggested maybe members of the course and curricula committee not on the faculty could recuse themselves from voting on graduate program matters. Byerly agreed that a majority should be appointed and it not on the graduate faculty.

Byerly informed the committee and the council will proceed and will send to the Faculty Senate at the next Graduate Faculty meeting.

Chairs Report

No report.

Routine Business

Orlino P. ... sent a study via email to the Graduate Council for discussion. The study was submitted to the Graduate Council at the November meeting. Professional degree programs would waive the GRE or GMAT if the ...

these students would be further away from their undergraduate experience and are less likely to do well on standardized testing. In professional fields, test scores are used since the student has been out of school for a period of time. The only exceptions will be for experiences where the department felt substituted for test scores. Test scores are used to determine who is more likely to succeed in graduate school. Matthews questioned the criteria. Holton noted that the student must meet all criteria in full in order for the GRE requirement to be waived. Reeve commented that the MBA program developed a matrix. There is a traditional baseline, then different baselines for different programs. The motion was passed after a final revision for approval.

The resolution is acceptable under the current standards and will be used for formalizing admission standards. The resolution was advertised and cannot begin without approval of proposed resolution. "The Graduate Council authorizes the Graduate School Dean to approve departmental petitions modifying admission standards in professional Master's Degree programs (typically non-research, professional development, and not leading to a doctorate). Common to all these requests is the recognition that several years of high quality professional work experience may substitute for a standardized test such as the GRE, GMAT, etc." The motion moved for approval, Holton seconded, and the motion was approved.

Old Business

LSU Ag Center Affiliate Faculty Status: Byerly and Reeve will meet with the Ag Center and a new form to be developed for the Ag Center. The Ag Center and the main campus systems for the main campus and Ag Center should do not interact.

HRE Admission Changes: HRE proposed that students applying to the MS program with a concentration in Human Resource and Leadership Development may have the GRE/GMAT waived if they meet the following criteria:

1. A minimum of a 3.0 GPA on all previous graduate coursework
2. A minimum of a 3.0 GPA on all previous graduate coursework
3. Three letters of acceptable recommendations
4. Three years of documented successful professional work experience
5. Successful completion of a graduate program

Kelso moved to approve the HRE admission changes, Holton seconded, and the motion passed.

MNSB Minor Changes: The MNSB minor changes were included in the Graduate Bulletin General Catalog. The changes include a requirement of a plan of study for all students in the program. The minimum number of hours in the primary focus area is increased from 15 to 18. The maximum number of hours in the secondary focus areas is increased from 9 to 12. The minimum number of elective hours reduced from 12 to 6. Hirschheim moved to approve the minor changes, McKillop seconded, and the motion passed.

New Business

ECE now requiring a departmental committee. The new requirement consists of 30 credits with a project report and an oral exam administered by the department. The 30 credit hours include three credits of a project. A motion was seconded, and a motion was passed.

Executive Session

Standing Committee Report

Promotion and Tenure Committee: Almost 90 cases were reviewed during the semester. The subcommittee was recorded along with the dean's recommendations and returned to him and the Provost for review.

Graduate Faculty: The subcommittee recommended a promotion for a faculty member. The motion was passed.

Awards Committee: No report.

The meeting adjourned.

Recorded by:



Chantelle Collier, Assistant to the Dean



Gary Byerly, Dean Graduate School