

# Graduate Faculty Meeting Agenda

Carver/Turner Room - Havener Center

4:00 pm, November 27, 2017

1. Approval of minutes from May 1, 2017 meeting
2. Approval of Commencement List
3. Motion approved by Graduate Council on 11/1/2017 to update wording in the graduate catalog regarding the Comprehensive Exam
  - a. ...the student's advisory committee [is authorized] to administer a comprehensive examination after the student has completed at least ~~75~~50% of the coursework required for a doctoral degree, as listed on the student's approved program of study (Forms 5 and 5-A).
  - b. The format of the comprehensive examination may be either written or oral, or both. ~~is both written and oral.~~ With the approval of the student's advisory committee, the written portion of the examination may be administered by the candidate's department, but the final judgment of the candidate's performance will be left to the advisory committee. ~~Upon satisfactory completion of the written examination, the advisory committee will administer the oral examination. It is recommended that the oral examination take place within thirty days of the written examination.~~
4. Motion approved by Graduate Council on 11/1/2017 to update S&T Thesis/Dissertation specifications in an effort to better accommodate the use of LaTeX
  - a. New specifications will include two major sections:
    - i. Overview (how to write, what to include, copyright information, etc.)
    - ii. Formatting Requirements
      1. General Requirements (margins, spacing, headings, etc.)
      2. Requirements by Page (title page, abstract, acknowledgments, etc.)
  - b. Plan to implement January 2018
5. Graduate Faculty Reappointment Vote
  - a. 18 regular membership applications for reappointment were reviewed
  - b. 2 associate membership applications were reviewed
  - c. Graduate Faculty Council recommended approval of all applications
6. New Business