

## **Meeting of the Graduate Faculty**

**Monday May 5, 2008**

The regularly scheduled spring semester meeting of the Graduate Faculty was convened at 3:30 PM on May 5, 2008 in the Missouri Ozark room of the Havener Center. Minutes from the special graduate faculty meeting held on March 19, 2008 were approved unanimously.

The chairman reported the formation of two graduate council committees. One committee will consider graduate student compensation, including not only the stipend but also benefits in the form of full or partial tuition waivers, health insurance, etc. This committee will be chaired by Prof. Bill Schonberg. A second committee, chaired by Prof. Caroline Fisher, will consider the admissions requirements particularly in view of some of the newer graduate programs that have emphasized business, management, psychology, etc. The graduate faculty membership ballot will be distributed soon and will probably be available before these minutes appear on the graduate faculty website.

The registrar asked to have the approval of graduate degree and graduate certificate recipients moved to the beginning of the agenda. The list of graduate degree and graduate certificate recipients was amended and the amendments were noted by the registrar. The amended list of graduate degree and graduate certificate recipients was approved unanimously.

All of the present officers of the graduate faculty were nominated for re-election and approved by acclamation despite efforts by the chairman to encourage others to nominate themselves or their colleagues for these offices. Therefore, the graduate faculty officers for the 2008-2009 academic year will be: Richard E. DuBroff (Chairman), Matt O'Keefe (Parliamentarian), Joe Newkirk (Secretary).

The graduate faculty was then asked to consider some changes in the graduate catalog. These changes are documented in attachment 1. Motions 1 and 2 seemed to be relatively uncontroversial and consequently motions 1 and 2 were approved unanimously and almost unanimously, respectively. Motion 2 had one abstention. Motion 5 regarding C and F grades did not fare as well and it was tabled until the next graduate faculty meeting. In the discussions of motion 5 it soon became apparent that there was some ambiguity in the intention of the motion. It was not clear if the intention was to allow C's and F's to be counted in a graduate program of study after a lapse of 6 years or if the intention was to clarify the rules about the eligibility of graduate students to continue their studies after having earned 10 credits (or more) of C and/or F grades.

New graduate forms were prepared by the office of graduate studies and distributed to the graduate faculty with the agenda for this meeting. The graduate forms are primarily spreadsheet based and the graduate faculty members were encouraged to "test drive" the forms. These forms have also been discussed at the graduate coordinators meetings. The forms were approved although it was not clear if the approval of the graduate faculty was really necessary for this.

Prof. Henry Wiebe asked the graduate faculty to consider a motion allowing special problems courses to be included in graduate certificate programs. The motion as proposed constitutes attachment 2 to these minutes and contains some specific conditions that have to be satisfied in order to allow special problems to be used for the graduate certificate programs. The graduate faculty was reminded that the passage of this motion would **enable but not require** specific departments to allow special problems courses in their graduate certificate programs. The motion was approved unanimously by those present.

Prof. Lokesh Dharani asked the graduate faculty to consider a motion allowing up to 4 credit hours of special problems courses and to reduce the number of 400 level courses required in a second master degree program. The motion as approved is contained in attachment 3 and again the graduate faculty intends that this motion may address the difficulties faced by some distance students in finding a sufficient number of relevant 400 level courses to fulfill the requirements for their second MS degrees. Nevertheless departments are free to follow the previous rules if they prefer. A copy of the previous rules for second MS courses is included in the attachment.

No items of new business were referred to the graduate faculty or to the graduate council. Hence the meeting was adjourned at approximately 4:35.

Respectfully Submitted,

Richard E. DuBroff

## **Attachment 1**

**MOTION 1:** That up to 9 hours of graduate coursework taken as a non-degree student may be counted toward a Missouri S&T graduate degree program, if applicable.

**CONTEXT:** Currently, non-degree graduate students may enroll in graduate courses, but if a student is later admitted to a degree program, that coursework taken as a non-degree student is not transferable.

**JUSTIFICATION:** Missouri S&T allows up to 9 hours of graduate coursework to transfer from other universities, so it seems reasonable to accept our own graduate coursework as transfer credit.

**MOTION 2:** That non-degree graduate students be allowed to enroll in 400 level courses.

**CONTEXT:** Currently, non-degree graduate students may enroll in graduate courses, but are not eligible to enroll in 400 level courses.

**JUSTIFICATION:** 400 level courses are graduate courses according to the Graduate Catalog. If students meet the prerequisites, they should be allowed to take any available graduate courses.

**MOTION 5:** That both C and F grades received outside the 6-year time limit be excluded from a student's current graduate program.

**CONTEXT:** The "C & F" rule currently states that only "C" grades from a course may be excluded from the program if outside the 6-year time limit, but F grades are never excluded. As a result, a student who receives an F in a graduate course is haunted by that F for all time, and his/her GPA in a subsequent program consequently suffers.

**JUSTIFICATION:** If C grades can be excluded from a program after 6 years, and generally forgotten, then it seems fair that F grades should also be excluded after 6 years.

## **Attachment 2**

It is moved that up to three credit hours of Special Problems courses (numbered 300 or 400) be allowed as part of all current or future Missouri S & T Graduate Certificate programs. In order for a Special Problems course to be included in a graduate certificate program, a determination must be made the offering department(s) that the focus of the Special Problems course is academically aligned with the general focus of the Graduate Certificate for which it is being used. The Special Problems course must be supervised by a full member of the Graduate Faculty and a letter grade (A, B, C, or F) must be assigned each time a Special Problems course is taken for the purpose of completing a Graduate Certificate. In determining whether the Graduate Certificate program has been successfully completed for the purpose of entry into a graduate degree program, grades received in Special Problems courses will be considered in the same manner as grades received in lecture courses.

## **Attachment 3:**

**Second Master's Degree as currently described in the graduate catalog**

A student having completed the master's degree at UMR or elsewhere in one major shall be

eligible to receive a second master's degree upon the satisfactory completion of a minimum of an additional 24 semester hours of graduate academic work (thesis or non-thesis). All other requirements including the use of out-of-department representatives on the appropriate committees must be fulfilled. In planning dual master's degree, please note the need for defining which is to be completed first. A change in order will necessitate a change in program. International students must contact International Affairs Office to pursue this option.

### **Second Master's Degree as approved**

A student having completed the master's degree at Missouri S & T or elsewhere in one major shall be eligible to receive a second master's degree upon the satisfactory completion of a minimum of an additional 24 semester hours of graduate academic work (thesis or non-thesis). At least three semester hours of required work will be from the group of lecture courses bearing numbers in the 400 series. A maximum of three hours of 200-level courses can be accepted in an M.S. program. The total credit hours in special problems, special investigations, special readings, and graduate seminar must not exceed four hours. All other requirements including the use of out-of-department representatives on the appropriate committees must be fulfilled. In planning dual master's degree, please note the need for defining which is to be completed first. A change in order will necessitate a change in program. International students must contact the International Affairs Office to pursue this option.