

Graduate Council Policy Committee

October 14, 2020 • 10:30 am • Zoom Meeting

MINUTES

Members Present: Keith Koons (CAH), Uluc Aysun (COB), Jim Moharam (Optics, **Chair**), Robin Back (RCHM), Kausik Mukhopadhyay (CECS), Laurie Neely (CHPS), Corinne Bishop (LIB), Ladda Thiamwong (CON), Ann Shillingford-Butler (CCIE), Stacy Barber (COS), Claudia Andl (COM), Gerald Matthews (Mod/Sim), Devon Jensen (CGS), Barbara Fritzsche (CGS), Jennifer Parham (CGS), Winston Schoenfeld (CGS)

Guests Present: Sevil Sonmez (COB), Ali Gordon (CECS), Lynn Hepner (CAH), Elizabeth Klonoff (CGS), Jennifer Parham

Recorder: Michele Pozdroll

Welcome and call to order

The meeting was called to order at 10:30am by committee chair Dr. Moharam. A quorum was established.

New Business-Discussion on continuous enrollment policy-Dr. Fritzsche led this discussion and provided a hand-out ahead of time to the committee by email. Dr. Klonoff provided by email to the committee, information on how other universities handle this issue.

Here's the issue that comes up now and then:

The graduate program wants to administer doctoral candidacy exams in the summer term, specifically because the exams take multiple full days of testing. If done in Fall or Spring, the exam would be interfere with the students' course attendance and GTA/GRA assignments. Since the students are not taking classes or receiving funding in Summer, the exam can run smoothly. However, students are technically not supposed to use university resources (i.e., take an exam) if not enrolled in at least one hour and CGS would be violating the policy if we entered students into candidacy during a semester in which they were not enrolled. For some students, it's not a huge burden to enroll in on hour. However, it can be a financial burden especially for students who are paying out-of-state tuition and fees in a semester in which they are unemployed. Dr. Klonoff brought up that some universities have a policy that pre-candidacy doctoral students are considered 'continuously enrolled' if they attended the last Fall/Spring terms and have pre-enrolled in the next fall. A policy like that would likely solve the issue.

Dr. Fritzsche asked the committee for their input for a good solution on how to address this issue. After a lengthy discussion it was decided to potentially change the language in the catalog. Dr. Fritzsche will write up the language change. Send back to the committee for any further input. Once the language change has been finalized by the committee. Dr. Fritzsche will send to the Provost for approval and the new language will be added to the graduate catalog.

The proposed catalog language change is below:

Enrollment:

Students must be enrolled in order to take exams (except when taken in the summer term), to conduct research, to use any university resources, and to graduate. Students who have completed all degree requirements may enroll in IDS 6999 during their semester of graduation.

We also voted unanimously to change the continuous enrollment policy for thesis/dissertation hours to not require summer enrollment:

Continuous Enrollment

Students engaged in thesis or dissertation work must be continuously enrolled every fall and spring term. Doctoral students who have begun taking dissertation hours and Master's students who have completed their required course work and are completing their thesis requirement are required to be continuously enrolled until the thesis or dissertation is completed. For details, see the Master's and Doctoral enrollment policies under [Thesis and Dissertation Requirements](#) below. Students with extenuating circumstances that will prevent them from enrolling continuously may submit a Leave of Absence Form. See the section below for details.

The meeting was adjourned at approximately 11:30am. The next meeting will be held on November 18th.