Minutes of Graduate Council Meeting

The Graduate Council met on Thursday, September 21, 2006 at 2:30 p.m. in Devlin Hall 2nd floor conference room.


I. Approve Minutes of September 7, 2006 meeting
Minutes of the September 7, 2006 meeting were approved as distributed.

II. Old Business
a. Dean Kovar noted that the final copy of procedures for emergency substitutions on the oral defense exam committee was emailed to Graduate chairs/coordinates for distribution in their program areas. She also reported that the Graduate Catalog does allow for faculty/students to file an exception in these circumstances, and the catalog clearly permits the Dean to grant exceptions related to the emergency oral defense substitutions document.

b. Council members discussed where to place the definition of Oral Defense Exam in the Graduate Catalog, and agreed the entire definition should be placed in the Degree Completion section under the last paragraph of Committee Structure (page 19 of 2006-07 catalog).

c. Council continued discussion on whether definitions of Thesis, Terminal Project, and Dissertation, Comprehensive, Preliminary and Qualifying Exams should be included in the Graduate Catalog.
   a. Council members agreed that all doctoral programs should have a statement about the Qualifying Exam in the catalog to determine when a student “becomes a candidate” for a degree. Dean Kovar will ask members of the Doctoral Subcouncil to verify that what is stated about their program area in the Graduate Catalog, and also program activity, coincides with the Doctoral Program Regulations.
   b. Council members agreed definitions for the terms comprehensive exam and preliminary exam were not needed in the Catalog.
   c. Dean Kovar asked Council members to review current definitions of thesis and dissertation specified in the “Graduate Study Defined” section of the current catalog (p. 7) and to suggest revisions needed to these terms at the next Council meeting on October 5th.

b. Dean Kovar reviewed with Council what was reported at the Higher Learning Commission Town Hall meetings. Noted were the five areas brought forth from the self-study that will be reviewed further by the University: Academic Challenge – Undergraduate, Distance Education, Faculty Roles and Responsibilities, Diversity, and Building Community. Dean Kovar plans to ask Nancy McCarthy-Snyder to visit with Council on the items at a future Council meeting.

e. Dean Kovar reported to Council, after discussions with the Counseling and Testing Center, that it is not likely WSU will become a GRE test site. The Center was previously a test site, but they withdrew as a site due to increased costs when computer based testing began. She noted there is a GRE test site nearby at 2020 N. Woodlawn in Wichita.

III. New Business
a. After discussing a motion to approve the Graduate Certificate in Child/Play Therapy, Council decided to table the item for the October 19 Council meeting, with plans to have Ruth Hitchcock from CESP come to address questions brought forth by Council.

b. Council moved to approve the Graduate Certificate in Advanced Composite Materials contingent on a couple of minor changes to be followed-up on by Dean Kovar and Dr. Rokhsaz.

c. Dean Kovar distributed an article on plagiarism from *The Chronicle of Higher Education*'s August 11th issue to reiterate the need to be alert to this problem – especially awareness that the literary review is appropriately referenced by students as they prepare thesis and dissertations. The Dean noted plans the Graduate School has to add a signature line to the electronic thesis/dissertation form where students would sign as a “statement of honesty” attesting that the thesis/dissertation is their own work.

d. Dean Kovar announced that VPAAR Gary Miller will be at the next Council meeting to address the Council and take questions from the Council.

Meeting adjourned 4:05 p.m. due to a tornado warning. Dean Kovar will email Council on a few items she was not able to announce.

e-mail addendum:

a. Fuchang Liu (faculty member in Curriculum and Instruction) will serve as the Council representative on the University Library Committee. Dr. Liu served in this capacity last year and was willing to serve again. He will keep the Council informed of any pressing issues that directly affect graduate education.

b. Dean Kovar discovered that CSD faculty do indeed grade the dissertation S/U, and that in the computer course file the dissertation course can only be graded S/U. Thus, correcting the dissertation course description in the Graduate Catalog to indicate this grading method will allow that program to be in compliance with Doctoral Program Regulations.

c. A member of the Council is needed to serve as the Graduate School marshal at the December commencement ceremony (Sunday Dec. 10 at 3:00 p.m.). A mandatory rehearsal occurs on Thursday, Dec. 7 from 3:00 – 4:00 p.m. Please let Dean Kovar know if you are willing to serve as the marshal.