

**GRADUATE COUNCIL MINUTES
WEB VERSION
October 18, 2012**

MEMBERS:

Name	Present	Absent	Name	Present	Absent
Cherie Fretwell, Chair	X		Fred Meine	X	
Carolyn Russell		X*	Diane Orlofsky	X	
Lynn Boyd		X*	William Heisler		X
Andrew Creamer	X		Patsy Riley	X	
Dianne Eppler		X*	Robert Saunders	X	
Diane Bandow (vtel)	X		Rolf Holtz		X
Maureen Hannay (phone)	X		Isabelle Warren		X
Charles Krupnick		X	Murray Widener (vtel)	X	
Christina Martin	X		Dr. Dianne Barron, ex officio		X*
Irem Ozkarahan(vtel)	X		Dr. Janet McNellis, ex officio	X	

X*--absent with notice

GUESTS: Ms. Tamara Jones, Ms. Janet Gaston, Dr. Scout Blum, and Dr. Alan Jones

I. Call to Order

Dr. Fretwell called the meeting to order at 1:30 pm.

II. Approval of Agenda

Dr. Meine moved to approve the agenda. Dr. Martin seconded. The motion was approved.

III. Approval of Minutes (to include the Web Version) of June 21, 2012

Dr. Meine motioned to approve the minutes. Dr. Orlofsky seconded. The motion was approved.

IV. Report from the Dean of the Graduate School

- Dr. McNellis reported that they have looked into the possibility of electronic publication of theses and DNP projects. At the moment, the cost is prohibitive and the project will be put on hold until costs come down.
- Dr. McNellis stated that they are looking into providing critical information about graduate school policies and degree programs when the students are completing the application process. The students would electronically sign a document stating that they have read the policies. This process would replace the current admission to candidacy process. IT is currently working on designing the new process. Any changes to the admission to candidacy process will come through the Graduate Council.

V. Business Items

College of Arts and Sciences

1. Student #1 – Extension of eight-year waiver

MSCJ student requesting an extension in order to complete the program and the comprehensive exam and graduate (3.33 GPA). No one was there to present the student's request for an extension of the eight-year waiver. Dr. Fretwell advised that the College of Arts and Science's academic review committee had reviewed the request and

recommended approval of the extension with stipulations. Following a brief discussion, the council determined that because the student was not within three classes of finishing his degree he did not meet the guidelines for being granted an extension. Dr. Meine made a motion to deny the request and allow the student to resubmit once he meets the criteria. Dr. Creamer seconded. The motion was approved.

2. Student #2 —Extension of eight-year waiver

MSCJ student requesting an extension in order to complete the comprehensive exam and graduate (3.13 GPA). No one was there to present the student's request for an extension of the eight-year waiver. Dr. Fretwell advised that the College of Arts and Science's academic review committee had reviewed the request and recommended denial because they were unable on numerous attempts to contact the student for clarification. Following a brief discussion the council decided to table this request until the student provides more information to the College of Arts and Sciences. Dr. Meine motioned to approve the council's recommendation to table the request. Dr. Saunders seconded. The motion was approved.

3. Student #3 -- Extension of eight-year waiver

MPA student requesting an extension in order to complete the program and the comprehensive exam and graduate (3.75 GPA). No one was there to present the student's request for an extension of the eight-year waiver. Dr. Fretwell advised that the College of Arts and Science's academic review committee had reviewed the request and recommended denial because the student was not yet within three classes of finishing his degree. Following a brief discussion, Dr. Meine motioned to approve the recommendation to deny the request. Dr. Creamer seconded. The motion was approved.

4. New program proposal—Master of Arts in History—Fall 2012

Dr. Blum presented on the proposal for a Master of Arts in History program. There are currently 420 undergraduate history majors. They surveyed their undergraduate students and 30% responded to the survey. Of the 30% who responded 91% expressed interest in pursuing a Master's degree in history.

Dr. Blum stated it will have a thesis and a non-thesis track. The non-theses track is for those who want the M.A. as a terminal degree. The thesis track will prep students who wish to eventually pursue a Ph.D. Students will be able to choose either American History or European History for their primary fields, and a secondary field. Everyone will take the same nine core hours, and they must earn at least a "B" in those core courses. These core classes and the thesis will be 16-weeks long, both online and on campus, and will only be offered during the Fall and Spring semesters. The other courses will be offered during the regular campus semesters or online terms. The non-core classes will be offered on a three-year rotating basis. Students will be able to begin the program only during Fall and Spring semesters.

Following a lengthy discussion of the proposal and program execution concerns expressed by a number of members, Dr. Saunders motioned to approve the recommendation. Dr. Riley seconded. The motion was approved.

5. Proposed deletions and additions to graduate History curriculum

Dr. Blum presented the proposed deletions and additions to the history curriculum. The History curriculum was revamped to update courses to more appropriately align with graduate faculty expertise and student interest. She stated that there were 14 deletions and 31 additions. Dr. Blum noted that there needs to be a correction to the documents that they submitted: the Thesis class needs to be divided into two separate classes.

Following a brief discussion, Dr. Orlofsky motioned to approve the proposal. Dr. Creamer seconded. The motion was approved.

6. Proposal changes to the graduate History course descriptions

Dr. Blum presented the proposal to change the graduate course descriptions. She stated there were 19 changes to the existing course descriptions found in the graduate catalog.

Following a brief discussion, Dr. Orlofsky motioned to approve the proposal. Dr. Meine seconded. The motion was approved.

Information Items:**7. Downgrade of Norfolk Regional Office**

The meeting adjourned at 2:26 p.m. The next meeting will be held on November 18, 2012 in the Conference room of Patterson Hall at 1:30 p.m.