

Doctoral Advisory Committee Meeting
Minutes
April 16, 2007

Present: Muehsam, Conroy, Mullings, Price

I. Approve Minutes

The minutes from the March 26, 2007 meeting were approved.

II. SACS Standards 3.6.1 and 3.6.2

SACS standards clearly state that professional degree programs should be progressively more advanced in academic content than undergraduate programs. There were a number of schools across the state who were initially identified as being in non-compliance with this standard. The syllabi will be one of the dominant documents used to determine compliance with these standards. A review of a sample of graduate course syllabi suggest that some syllabi clearly indicate compliance with 3.6.1 while others would lead to a non-compliant finding. The Committee was asked to review the syllabi in their programs and be prepared to bring examples of their best ones to a future meeting by the end of May.

III. Minors

Issues have arisen where students were allowed to select a minor and enter classes for which they were not adequately prepared. Students should be directed to advisors in the minor programs who can advise them of the prerequisites and requirements of the particular program. We need to do a better job in protecting the students from choosing a minor for which they are not equipped.

IV. Routing Sheets

The Committee was asked to discuss with their faculty members the quality of the route sheets being submitted for approval. Students should be professional enough to correct all grammar and punctuation before the route sheet is ever submitted for signatures. The Chair should review the route sheet before submitting it to the Dean.

V. Miscellaneous

There was discussion regarding the addition of an on-campus editor available to help thesis and dissertation students with their papers to make sure the style is correct. It was suggested that software be made available to students through the Library to assist with editing. At the present time, several of the college deans choose to read every dissertation. It is the goal to improve the quality of dissertations so the deans will not feel the need to read every dissertation.

The Committee was asked to provide copies of different forms used for scheduling defenses and notifying the dean of a successful defense.