

**Graduate Council  
Minutes  
April 24, 2007**

**Present:** Muehsam, Ashorn, Gaillard, Miller, Mullings, Price, Smith, Tayebi

**I. Approve Minutes**

The minutes from the March 27, 2007 meeting were approved, as there was not a quorum in attendance at the last meeting. The unofficial minutes from the meeting of April 10, 2007 were approved.

**II. Discuss What Constitutes a Thesis Course**

A discussion was held as to the nature of thesis/dissertation courses. A thesis course is an independent study with time spent working on research rather than an organized course with the professor leading a group of students.

**III. Letters of Recommendation Forms**

The Office of Graduate Studies frequently receives inquiries about the official University form for letters of recommendation. There is no such form; however, some programs specific requirements they share with their prospective students. The Council was asked to bring any unique formats required for letters of recommendation within their college so that they can be made available on the Graduate Studies website.

**IV. Graduate Faculty Status Recommendation**

Per the Graduate Faculty Status Policy, the Council reviewed and made graduate faculty status recommendations for nominations from the CHSS and COAS.