

**GRADUATE COUNCIL MEETING
MINUTES
September 8, 2005**

I. Approval of July 27, 2005 minutes

The minutes from the July 27, 2005 meeting were approved.

II. Review of policies

• **APS 930129 Enrollment in Thesis or Dissertation Courses**

Thesis/Dissertation route sheets are now on-line as a Word file. These will be the only ones accepted for approvals. It was suggested that a line be added to the form for the Program Advisor/Director's signature. There was discussion regarding the quality of thesis/dissertations. Students are to be encouraged to use the University's Writing Center for assistance with grammar, etc.

The question was brought before the Council – "What is the expected role of the Thesis/Dissertation Chair?" It was decided that the committee would ask faculty members their feelings on this matter. Also, Dr. Miller will bring to the next Council meeting his guideline for the process of conducting a thesis.

There was discussion regarding timelines for Thesis/Dissertation completions to include concerns about students completing their final requirements before graduation but before established deadlines. Dr. Muehsam will talk to the Registrar.

III. IP grades

IP grades are only given in senior level and higher.

The committee was asked to take the following questions to their program directors:

1. Should IPs be limited to certain classes?
2. Should there be a timeline on IPs?
3. Which classes are approved for IPs?

IV. SACS

SACS requirements with respect to graduate programs were distributed for consideration.