

GRADUATE FACULTY MEETING  
November 30, 2004  
Minutes of the Meeting

The meeting was called to order by Dean Judith Walker de Felix at 3:30 p.m.

I. Minutes

The minutes were approved as distributed. The Dean asked if the minutes should be posted to a secure site. This issue came up in a previous meeting of Graduate Council and Graduate Program Directors. The group believed that the minutes should remain open, according to the Sunshine Laws.

II. Election of a Graduate Faculty Nominating Committee

The Dean asked for nominees to serve on the Graduate Faculty Nominating Committee. This body will meet once in the Spring to find nominees to serve on next year's Graduate Council and a nominee for Secretary to the Graduate Faculty.

Nominations from the floor were:

Peter Stevens, A & S Math/Physical Sciences  
Theresa Guess, A & S Social Sciences  
Carole Murphy, Education  
Alice Hall, Fine Arts  
Jean Bachman, Nursing

The following slots did not have any nominees:  
A & S Humanities  
Business  
Optometry

The Graduate Faculty accepted the slate of nominees and moved to allow the Graduate School staff to locate nominees to serve in the open position. The motion was approved.

III. Report from the Graduate Council

The following changes to the Graduate School Policies are recommended for approval. Item A was approved by Graduate Council in January 2004 but was omitted from the Spring 2005 agenda.

A. **Proposal to Allow Disciplines to Determine the Transcripts Required**

**Current Policy**

**3.2. Graduate Certificate or Degree-Seeking Students**

Degree-seeking and Graduate Certificate students must supply transcripts showing all baccalaureate and post-baccalaureate work. Applicants must provide scores from tests required by the Department (see appendix 1). The TOEFL test is also required of applicants whose native language is not English, unless they have spent at least two of the last three years in an English-speaking country.

**Proposed Revision:**

**3.2. Graduate Certificate or Degree-Seeking Students**

Applicants for a degree or graduate certificate program at the University of Missouri-St. Louis shall submit an application, an official transcript documenting the baccalaureate degree, scores from examinations required by the program, and other evidence of academic and professional preparation required by the program. *Such evidence may include letters of recommendation, transcripts of all academic work attempted, and writing samples.* The TOEFL test is also required of international applicants whose native language is not English.

Rationale: Some departments want all transcripts whereas some departments only want the BA transcript. The proposal gives flexibility to the graduate program directors beyond the minimum required by the Graduate policies.

Discussion: Faculty asked about the change to the TOEFL requirement. Some believe it should be mandatory where others believe there should be clear language that a waiver may be requested. A friendly amendment was made to the new italicized portion: “*Such evidence may include standardized test results, letters of recommendation, transcripts of all academic work attempted and writing samples.*” The last sentence of the proposed revision was deleted. A motion to approve the revised revision as written below was approved unanimously.

**4.2.1. Graduate Certificate or Degree-Seeking Students**

Applicants for a degree or graduate certificate program at the University of Missouri-St. Louis shall submit an application, an official transcript documenting the baccalaureate degree, scores from examinations required by the program, and other evidence of academic and professional preparation required by the program. Such evidence may include standardized test results, letters of recommendation, transcripts of all academic work attempted, and writing samples.

**B. Proposed revision to 9.6, paragraph 3:**

Residency normally requires that doctoral students successfully complete a minimum of 15 hours over ~~two~~ **three** consecutive terms, which may include summer. The Dean of the Graduate School may grant exceptions upon recommendation by the program

**Rationale for proposed change in revision to 9.6:**

The current policy states that residency for a doctoral student requires 15 hours over two semesters. Some graduate programs would like to change the requirement to three semesters. Many graduate students work at regular jobs and often find the requirement difficult, so we recommend extending the time limit. However, the Program Development committee recommends that we not neglect the historical rationale for a residency requirement. We urge the Graduate Dean to convey this sense to the Directors of Graduate Programs in various units that they find ways to uphold the “spirit of the residency requirement”, emphasizing the importance of a period of focused activities in the students’ chosen field.

Discussion: If a student doesn’t register in summer, would the fall-winter-fall combination be considered as consecutive terms? The response was yes. Nursing students would benefit by taking 6 hours each over 3 semesters instead of attempting 9 hours along with their clinical work. For Education students, many are professionals who are part-time or students from out-state. The revised policy would be beneficial to them. The motion to approve the revision to 9.6 was approved.

**C. 9.11.1. Dissertation Proposal**

Before a student may conduct substantial research for the dissertation, the dissertation committee may approve a proposal after a formal defense. The student submits the approved proposal for review and approval by the dean of the Graduate School

~~The dissertation proposal must be accepted by the Graduate School before a doctoral student completes the sixth semester of study, or before the student takes more than four hours of dissertation credit, whichever comes later. That is, students who have taken more than four hours of dissertation credit by the end of the sixth semester must have successfully filed their dissertation proposal by that point. Students who have taken no more than four hours of dissertation credit by the end of the sixth semester have a later deadline: the point at which they intend to take their fifth dissertation credit.~~

An approved dissertation proposal in no way implies a contract between the university and the student. Depending on the outcome of the research, the dissertation may require substantially more work than anticipated

when the proposal was approved. The termination of a line of research and the adoption of a substantially new dissertation project requires the preparation, formal defense, and acceptance by the Graduate School of a new dissertation proposal.

**Rationale for Proposed change in dissertation time limitation:**

The current policy is too complicated and is not enforceable. The Graduate Council recommends the proposed modification.

Discussion. Faculty believed this is a positive change. A friendly amendment was made to change the first sentence of paragraph one to read:

Before a student may conduct substantial research for the dissertation, the dissertation committee ~~may~~ must approve a proposal after a formal defense.

The motion to approve 9.11.1 with the friendly amendment was approved.

**D. 2.2 Graduate Council**

When a vacancy occurs on the Graduate Council, the Graduate Council shall fill it with a replacement from the same college or division of Arts and Sciences. ~~The Council shall designate as the replacement that member of the Graduate Faculty who received the largest number of votes of those not elected to the Graduate Council at the last election.~~

Rationale: Council recommends deleting the last sentence. Rarely is there a runner up for any position on Council.

The Faculty unanimously approved the revision to 2.2.

**IV. Dean's Report**

The Dean had asked the Provost to speak at today's meeting and share her vision of the campus. Due to a scheduling conflict the Provost was unable to attend but asked Dean Felix to mention an item brought to her attention. Some graduate students believe elimination of the Evening College would eliminate their evening courses. How do we get the word out that nothing will change at the graduate level? Suggestions were to put information on MyGateway and notify the Graduate Program Directors who can disseminate the information to their students.

The State Department of Higher Education is changing its five year review process. They are looking at the process from a quality perspective. How do we assure our quality; how we will continue to grow; how are we doing, what can we

do better. Bob Bliss was the first participant to go through the process last year and found it very beneficial. The Graduate School will be preparing its report for submission on December 6. Any suggestions or feedback on how to prepare for the visit would be helpful.

The IP grade was approved by the Graduate Faculty last year. The intent was to use it instead of a delayed grade for dissertation, thesis hours and select research courses. It would show the student's progress and allow students to keep their financial aid. Unfortunately, the IP grade is used by UM-Columbia only in the current semester. It cannot be used to satisfy Financial Aid as once thought. The only solution we've found is to use the Satisfactory/Unsatisfactory grade in place of the IP grade. The dean handed out a suggested revision to 7.2 which would replace the IP grade with the S/U option.

Discussion:

- Will these S/U hours count toward earned hours? Will this be a problem if they cannot be counted?
- It doesn't make sense if you only receive a grade that counts in the GPA in your final semester. Students should get grades for the effort spent on their dissertation. The departments of Biology and Physics give grades each semester for dissertation work and would want to continue that practice. The Education faculty is encouraged to give delayed grades each semester
- Students need to know the implications of any changes to their student credit hours and GPA calculation.
- It was suggested that the wording "faculty will award the S/U each semester until the final semester of enrollment students will be given a letter grade". Is there an option for faculty to award either a letter grade or the S/U grade? The response was no, the courses are set up as either S/U or a graded option. The S/U grades cannot be changed to letter grades once they are given.
- Changing a delayed grade in multiple semesters is time consuming for administration and staff. It's a departmental efficiency issue. Could we automatically change all delayed grades at once instead of filling out a form for each semester?
- The awarding of grades should not be driven by a computer system problem; it should be driven by the faculty.
- After much discussion, the Dean said she will refer the issue back to the Graduate Council.

2+3 Programs. Because many of our students transfer from a community college after 2 years, our 2+3 program doesn't conform to the normal 3+2 programs. The Graduate Dean's listserve mentioned other names for these programs, such as dual degree, select admissions, accelerated Master's program. Should we revisit our program and rename it?

Dr. Haywood referred back to regulation 4.2.1. If we wish to change the current transcript requirement, we should notify the Graduate Dean's office so it can be put into practice.

There being no other business, the meeting adjourned at 4:40 p.m.

Respectfully submitted,

Paulette Isaac-Savage  
Graduate Faculty Secretary

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