

GRADUATE COUNCIL
Minutes of the October 18, 2013 meeting

The meeting was called to order at 1:30 p.m. by Dean Judith Walker de Felix. Members in attendance: Michael Griffin, Alan Heisel, Grace Hsueh, Beth Huebner, Paulette Isaac-Savage, Susan Kashubeck-West, David Kimball, Haitao Li, William Rogers, Ann Steffen, Pamela Stuerke, Wes Harris. Members absent: Carl Bassi, Michael Nichols, Wendy Olivas, Ben Torbert.

I. Approval of minutes

The minutes of the September 20, 2013 meeting were approved.

II. Review of Course Proposals

Council reviewed and approved the following course proposals:

Geron 6499	Topics in Gerontology (change)
Hist 6132	Community History (change)
Hist 6137	Museum Organization and Operations (change)
Hist 6138	Museum Studies Master's Project (change)
Phil 5495	Thesis Research (change)
Bio 4662	Human Pathology (new)
CCJ 4360	Law and Society (new)
Chem 6832	Proposal Development (new)
Geron 5430	Research Methods and Analysis I (new)
Geron 5450	Research Methods and Analysis II (new)
Hist 6130	Collections Management and Registration (new)
Hist 6313	Museum Origins and Evolution (new)
Hist 6133	Museums and history in the Digital Age (new)
PPA 6751	Applied Evaluation Project (new)
SW 6645	Hospital Social Work (new)

III. Review of Program Proposals

Council reviewed and approved the following program proposals:

Graduate Certificate in Museum Studies (change)

Rationale: Changes correspond to the imminent appointment of a new Director of Museum studies and the new orientation of the program under her leadership.

M.A. History – Museum Studies Concentration (change)

Rationale: Changes correspond to the imminent appointment of a new Director of Museum studies and the new orientation of the program under her leadership.

Graduate Certificate in Policy and Program Evaluation (new)

Rationale: Administrators and managers in both the public and nonprofit sectors need to have the skills to respond to the increasing demand for accountability and documenting outcomes.

The curriculum includes the base of social science and the practical experience to assure certificate holders have both the theoretical knowledge and the implementation skills.

IV. Nomination to Graduate Faculty

Dr. Ambrose Kidd, Assistant Teaching Professor in Biology, was recommended by his department for membership in the Graduate Faculty. He will serve primarily on master's thesis and doctoral dissertation committees. Council approved his Graduate Faculty membership.

V. Graduation GPA

As discussed earlier, the Registrar's office does not want us graduating anyone without a cumulative GPA of 3.00. If a student has a 3.00 GPA on the M-1 but not an overall 3.00 GPA, then a graduate certificate or degree cannot be awarded. Last month, Wes Harris submitted a study regarding the impact of grade modification. Thirty five students of about 2200 graduated with less than a 3.00 cumulative GPA. He submitted two options to solve this problem and allow students to earn a 3.00 and graduate.

1. Course replacement – Students are allowed to remove any two courses (assumed to be 3 credit hours each) from the calculation of their campus PA. Students would take two additional courses to replace the credit hours and to meet degree requirements. Presumably a required core course would have to be taken again, while an elective that is dropped could be replaced by a different elective. The campus GPA would be calculated based on the grades from the two new courses. The replaced course would remain visible on the transcript.

2. Academic Renewal – Students may select a semester and have all courses from that semester removed from the calculation of their campus GPA. Students would have to take additional courses to replace the credit hours and meet all degree requirements. The campus GPA would be calculated based on the new course. The replaced courses would remain visible on the transcript.

The Graduate Program directors were in favor of the course replacement and believed it would be beneficial to the student. Students will need to earn a program GPA of 3.00 as well as a cumulative GPA in order to graduate. Although this process is not common at other universities, the Graduate Program Directors felt it was an important policy. Course replacement would require a recommendation by the Graduate Program Director and approval by the Graduate Dean.

VI. Suggested changes to Graduate School Policies

Rational for 7.8: The proposal tightens up the rules and makes them consistent across all disciplines. A 3.00 cumulative and program (M-1) GPA is required for graduation.

7.8 Grade Point Average (GPA)

UMSL calculates three types of GPA. At the end of each semester, the term GPA is calculated on the courses attempted that semester. The cumulative GPA on the transcript includes all courses taken at UMSL for graduate credit including courses that may not be a part of the that degree program or certificate. The degree program or certificate GPA only includes those courses that

are part of that program. The **cumulative and** degree program or certificate **program** GPA must be at least 3.0 for a student to receive a graduate degree **or certificate**. Any course work transferred from other universities, including other UM campuses, will not be included in any GPA calculation.

A student whose cumulative GPA is not 3.0 upon graduation may request up to six credit hours of additional appropriate course work to substitute for courses in which a 3.0 was not earned. The dean may approve the substitute if recommended by the graduate program director.

7.8.1 Course Replacement

A student who fails to earn a cumulative GPA of 3.0 may request a recalculation of the cumulative GPA by substituting additional appropriate course work for courses in which a 3.0 was not earned. A maximum of two courses may be replaced during the entire graduate career at the University of Missouri-St. Louis, and all courses and grades remain on the student's record. The dean may approve the substitution if recommended by the graduate director of that student's program.

Once a student has completed a master's degree or certificate of advanced study, a final average for that degree or certificate is computed and cannot be modified. For that reason, courses for any graduate degree or certificate awarded may not be repeated, and that final GPA is not affected by any subsequent coursework completed at UMSL.

Repeating courses may affect financial aid; applicants for Course Replacement are advised to contact the Financial Aid office prior to applying for the replacement.

Rationale for 7.9 Probation: The revision to 7.9 would make probation automatic for students within their first nine hours. Students can be dismissed even if they were never put on probation or can be dismissed after only one semester on probation. Graduate program directors will be notified of those placed on probation.

7.9 Probation

Failure to make adequate progress jeopardizes students' potential to complete the degree and their financial aid. To provide students notice of inadequate progress at the end of each semester, graduate students with a cumulative GPA below 3.00 ~~in a minimum of nine credit hours may~~ **will** be placed on probation. A program may also recommend placing a student on probation if ~~it regards~~ **faculty regard** the student's progress as unsatisfactory. The Graduate School shall inform students of their probation by letter, with copies sent to the graduate program director of the program, the Graduate Admissions office, the Registrar's office, and the Financial Aid office.

If at the end of the probationary semester the cumulative GPA is at least 3.0 and the student is making adequate progress toward the degree, the probationary status is removed. A probationary student who fails to raise the cumulative GPA to 3.0 or make progress may, on the recommendation of the program, be allowed a second probationary semester. A student is subject to dismissal upon failure to raise the cumulative GPA to 3.0 by the end of the second probationary semester or at any time a semester or cumulative GPA falls below 3.0.

Council approved all changes to the policies. Graduate School will submit these to the full Graduate Faculty for review and approval.

VII. Dean's Report

Our graduate admissions are up by 14% but our student credit hours are down by 3%. This could be due to a large increase in the number of Master's students who graduated recently. We will need to find ways to increase the number of new students in order to reach our 20% goal. Also, our application process needs to be reworked. We've heard some stories of losing applicants due to our cumbersome application process.

Wes Harris and his committee are working on a quick admit process for last-minute applicants. This process should be available by the November meeting. He will also work with the Graduate Program Directors on using Cognos to locate and contact applicants about missing application materials. The Graduate Admissions staff is working to upload department supplemental materials into Web Now.

Strategic Plan:

Some of this year's funding will go to seniors to help them finish their graduation requirements. In the future, there will be \$500,000 to help recruit our own undergraduates into our master's programs.

Council suggested increasing the minority recruitment fellowships to \$5000. The Graduate Dean concurred.

The Dean urged the group to start thinking about what action plans to submit for next year. Should we ask for funding to increase GA stipends across campus? What amount of funding would you need to be competitive with other applicant offers?

The meeting ended at 2:50 p.m.

Respectfully submitted,

Mary Ellen Heckel for
Michael Griffin, Secretary and
Vice-Chairperson