

GRADUATE POLICY COMMITTEE
MINUTES
OCTOBER 8, 1990

MEMBERS PRESENT:

Jayne Standley, Chair
Bill Haas
Steve Celec
Bob Zmud
Eric Walker
Richard Greaves
David Leslie
Martin Schwartz
Stuart Baker
Dianne Montgomery
Natholyn Harris
George DeVore
Mary Alice Hunt
Russell H. Johnsen
Steve Edwards

ALSO PRESENT:

Donna Wieckowicz
Joyce Howard
Jessie Aloï

The meeting was called to order at 3:35 P.M. Mr. Johnsen requested time to brief the committee on the possible publication schedule change for the Graduate Bulletin. Mr. Johnson informed the GPC that a Graduate Bulletin is scheduled to be published for 1991-92, however due to the cost of publication the Committee for the Production of the **General and Graduate Bulletin** recommended that the Bulletin be published thereafter on a biennial basis. Mr. Johnsen requested GPC consideration.

It was **moved** by Mr. Celec and **seconded** by Mr. Haas to recommend that the Graduate Bulletin be published on a biennial basis.

A discussion ensued regarding the possibility of departments missing publication deadlines and the problems that this would cause in lengthy delays for implementing rule changes. The GPC agreed to postpone this motion until further information can be obtained by Mr. Johnsen on the legalities for rule changes prior to the publication of a new catalog.

Ms. Standley then presented for consideration the proposed changes for the Graduate Bulletin and called upon Ms. Howard to brief the committee. Ms. Howard explained to the committee that the Graduate Studies Office receives numerous calls regarding departmental requirements that are not specifically addressed in the Bulletin, and that the proposed changes to the present rules and regulations would help clarify these specific areas.

Recommendations:

It was **moved** by Mr. Leslie and **seconded** by Mr. Haas to accept the following:

As shown on page 322 section 3 of the Bulletin:

Present evidence of a grade point average of at least 3.0 on a 4.0 scale as an upper division undergraduate student on the last baccalaureate degree received or of a 3.0 on a master's degree from an accredited/approved institution, or of a minimum score of 1000 on the combined verbal and quantitative portions of the general aptitude test of the GRE (applicants to the College of Business are required to submit scores on the GMAT in lieu of the GRE).

A lengthy discussion ensued regarding this change. How would Admissions compute the average of the second baccalaureate degree? Ms. Aloï added that a GPA cannot be computed on the second baccalaureate degree which consists of only 30 credit hours, and that Admissions needs some guidelines from the GPC. She further added that the departments want this recommendation, but that Graduate Admissions does not concur. After a brief discussion involving ways to solve this problem it was pointed out to the GPC that the proposed change was not in compliance with Board of Regents rule which states:

Shall have earned a "B" average or better in all work attempted while registered as an upper division student working for a baccalaureate degree.

Mr. Leslie withdrew his motion, and the GPC instructed Ms. Aloï to follow the BOR rule and to inform departments of the BOR rule.

It was **moved** by Ms. Hunt and **seconded** by Mr. Schwartz to accept the following:

Undergraduate Students: Permission to Register for Graduate Courses as shown on page 54 of the General Bulletin:

A student of senior standing or an upper division Honors student may carry graduate courses for undergraduate credit provided the student 1) has earned either a GPA of 3.0, "B", or better, or has made a combined score on the GRE aptitude test of at least 1000; 2) carries a course load of no more than (15) semester hours; 3) has the advance approval of the dean, the department chairperson, and the instructor offering the course. Students must have eligibility certified in the Office of the Registrar before seeking approval of those listed in item (3). The student who wishes graduate credit for such course work must obtain approval of the dean, the department chairperson, and the instructor offering the course prior to registration for the graduate course. After approval, up to twelve (12) hours may be counted toward a graduate degree at the Florida State University.

After a brief discussion the motion was **approved**.

Ms. Standley briefed the GPC concerning the voting process of counting abstentions. She had conferred with Mr. Mabe regarding this matter and was informed to continue operating under our present guidelines. Mr. Edwards added that the lawsuit contending voting processes pertains to the College of Law faculty only.

It was **moved** by Mr. Haas and **seconded** by Ms. Montgomery to accept the following:

Transfer Credit as it appears on page 27 of the Bulletin:

Transfer of courses not counted toward a previous degree from another regionally accredited graduate school is limited to (6) semester hours and transfer of courses not counted toward a previous degree within the Florida State University is limited to twelve (12) semester hours, except when the departmental course requirement exceeds the (32) hour University-wide minimum requirement. In the latter case, additional transfer credit may be allowed to the extent of the additional required hours. All transfer credit must 1) be recommended by the major department, 2) be evaluated as graduate work by the Evaluation Section of the Office of Admissions of Florida State University, and 3) have been completed with grades of 3.0 (B) or better.

The motion was **approved**.

It was **moved** by Mr. Rasmussen and **seconded** Ms. Hunt to accept the following:

Supervisory Committee as it appears on page 27 of the Bulletin.

A Master's Degree supervisory committee must be designated for all thesis students and may be designated for non-thesis students at the option of the department. The supervisory committee consists of at least (3) members: the major professor, the minor professor (if the student has a minor area), and one (1) or two (2) additional members from the major department. All must hold at least master's directive status. Additional members may be appointed if deemed desirable.

The motion was **approved**.

Preliminary Exam paragraphs 2 and 4 on page 30 of the Bulletin:

The preliminary examination is designed to test scholarly competence and knowledge and to afford the examiners the basis for constructive recommendations concerning the student's subsequent formal or informal study. The form and content of this examination will be determined by the department, college or school, or committee (be it supervisory or examining) administering the degree program. Prior to the examination,

the student's examining committee will determine whether the student (a) has a 3.0 average and (b) has progressed sufficiently in the study of the discipline and its research tools to begin independent research in the area of the proposed dissertation.

The supervisory or examining committee will report the outcome of the examination to the academic dean: passed, failed, additional work to be completed, or to be re-examined; the report following the re-examination must indicate the student either passed or failed. The results of the examination will be reported to the Office of the Registrar for inclusion in the student's permanent record, and are also certified to the Graduate Dean on an Admission to Candidacy Form.

The motion was **approved**.

The following proposed new policy was presented for discussion:

Graduate Students Enrolled for Two (2) Degrees Simultaneously:

Under certain special circumstances it is possible for a student to be working on two degrees in two different departments at the same time. Students wishing to do this need to be accepted by both departments. A memo showing endorsement by both department heads and both deans must be sent to the Dean of Graduate Studies for approval. Once approved, the Registrar's Office will be notified of the dual registration. Under no circumstances may the same graduate coursework be applied toward more than one (1) master's degree.

Mr. Edwards pointed out that the last sentence of the policy recommendation should be deleted, retention of the sentence would eliminate the joint degree programs. It was also mentioned that the section pertaining to both deans should be changed, as a student may apply for two degrees within the same college. Ms. Alois also added that due to computer data fields a student cannot register for two degree programs at the same time and would like some wording to that effect mentioned in the policy.

It was **moved** by Mr. Leslie and **seconded** by Mr. Rasmussen to accept the following new policy as amended:

Under certain special circumstances it is possible for a student to be working on two degrees in two different departments at the same time. Students wishing to do this need to be accepted by both departments. A memo showing endorsement by both department heads and **dean or deans as appropriate**, must be sent to the Dean of Graduate Studies for approval. Once approved, the Registrar's Office will be notified of the dual registration. **Note: Initial admission to an FSU graduate program must be to one (1) program**

only. After the first semester, the student may apply and be accepted to the second degree program desired.

Motion was **approved** with one no vote.

Ms. Standley presented to the committee for approval the 9/17/90 minutes. There being no objection the minutes were approved as distributed.

Meeting was adjourned at 4:40 P.M.