

**GRADUATE POLICY COMMITTEE  
MINUTES  
MARCH 14, 2005**

**MEMBERS PRESENT:**

George Bates, Chair, Biology  
Dianne Harrison, Graduate Studies  
John Geringer, Music  
Lee Stepina, Business  
Dianne Speake, Nursing  
Bruce Stiftel, Social Sciences  
Wendy Crook, Social Work  
Leonard "Chick" LaPointe, Communication  
Jim Orcutt, Sociology  
Kathleen Erndl, Religion  
Charles Ouimet, Medicine  
Jeanne Heitmeyer, Human Sciences  
Gary Kleck, Criminology  
Eliza Dresang, Information  
Bettye Ann Case, Mathematics  
Srinivas Palanki, Engineering  
David Johnson, English  
Flip Froelich, Oceanography  
Tricia Young, Dance  
Mary Karen Dahl, Theatre  
Steven Pfeiffer, Education  
Elizabeth Platt, Education

**ALSO PRESENT:**

Jennifer Buchanan, Dean of  
Faculties Office  
Gwen Harris-Johnson, Graduate  
Studies  
Judy Devine, Graduate Studies  
Ruth Feiock, Graduate Studies  
John Kelsay, Religion  
Donald Foss, Arts and Sciences  
David Kirby, English  
Robert McDonald, University  
Libraries  
Lisa Beverly, Graduate Studies

The meeting was called to order at 3:41 pm by Dr. Bates. Dr. Bates read a memo from the Undergraduate Policy Committee (UPC) concerning the possible policy change to the S/U deadline. The proposal would change the deadline from the end of 4<sup>th</sup> week of classes to the end of 7<sup>th</sup> week of classes in order to match the course drop policy deadline.

The committee was informed that, in thesis track master's programs, at least 18 credit hours must be taken for a letter grade. In non-thesis track master's programs, at least 21 credit hours must be taken for a letter grade. Individual degree programs may make additional or specific requirements over and above the minimum university requirements.

To change from a letter grade to S/U, students must initiate the change during the first four weeks of a term by contacting the instructor of record and receiving the instructor's approval. It is the instructor's decision to determine the students' requirements to meet the Satisfactory grade.

A **motion** was made by Dr. Orcutt and **seconded** by Dr. Johnson which reads:

It is recommended that students be allowed until the end of the seventh week of classes to decide whether or not they want to take a course on a pass-fail basis.

**The motion passed.**

The meeting adjourned at 5:15.

The next meeting is on March 21, 2005.