

**GRADUATE POLICY COMMITTEE
MINUTES
OCTOBER 2, 2006**

MEMBERS PRESENT: George Bates, Chair, Biology; Seth Beckman, Music; Bettye Ann Case, Mathematics; Flip Froelich, Oceanography; David Johnson, Humanities/English; Leonard LaPointe, Communication; Susan Lynn, Education; Nancy Marcus, Dean of Graduate Studies; Rebecca Miles, Social Sciences; Colleen Muscha, Theatre; Michael Reisig, Criminology; John Reynolds, Social Sciences; Randy Rill, Medicine; Rodney Roberts, Engineering; Anne Rowe, Dean of the Faculties; Darcy Siebert, Social Work; Lee Stepina, Business; Frank Tomasulo, Film.

ALSO PRESENT: Lisa Beverly, Graduate Studies; Judith Devine, Graduate Studies; Cadence Kidwell, Center for Teaching and Learning; Roy Ziegler, University Libraries.

The meeting was called to order at 3:35 p.m. by Dr. George Bates who presented for approval the minutes from the April 17, 2006 and September 11, 2006 GPC meetings. **The minutes were approved.**

Graduate Handbook – There has been a long-standing practice that all academic programs should have a graduate handbook for its students. There is no written policy in effect.

A **motion** to approve the following recommendation was made by Dr. Johnson and **seconded** by Dr. Beckman:

All academic programs are required to create a graduate handbook. The motion passed.

Dr. Case suggested that there should be a template created for graduate handbooks. Dr. Johnson suggested that each review subcommittee submit a paragraph in the report on the quality of the academic program's graduate handbook.

The meeting was adjourned at 5:15p.m.