

Approved by GPC 10-11-10. Amendments made by the Faculty Senate Steering Committee 11-17-10. Approved by the Faculty Senate 2-16-11.

Approved Revisions to the Graduate Bulletin:

- 1. "A student who enrolls in thesis hours need not be enrolled continuously thereafter in thesis hours if they meet the minimum university requirements for full-time or part-time enrollment through other coursework. A student must be enrolled in a minimum of two thesis hours in the final semester. The minimum number of thesis hours required for the master's degree is six. Those with underload permission must register for at least two credit hours of thesis per semester. Underloads must be approved by the student's academic dean. Before registering for thesis hours, the student must consult the major professor as to the proportion of time to be devoted to thesis work."**
- 2. "The student should follow the convention of the major department or college to identify a major professor, who will serve as the student's adviser and supervisor."**
- 3. "The department or college must enter the composition of the supervisory committee into the online Graduate Student Tracking system in a timely manner, but no later than the second week of classes in the semester that the student intends to graduate."**
- 4. "As soon as possible the student, under the supervision of a designated faculty advisor or major professor, should prepare for approval a plan of courses to be taken. This program of study must be signed by the advisor or major professor and the chair of the major department. A copy of the student's approved program of study is to be kept on file in the department. At the time of the annual review, changes to the plan should be noted and approved. Once designated the supervisory committee should be included as part of the approval process for any changes to the Program of Study."**
- 5. "Retroactive changes are only permitted if the preliminary examination is passed by the mid-point of the semester. This date will be posted on the Registrar's calendar. 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, school, or examining committee (typically, but not necessarily, the same composition as the supervisory committee) administering the degree program."**