MINUTES OF COE GRADUATE COUNCIL April 9, 2008

MEMBERS PRESENT: Alsup, Austin, Calhoon, Chandler, Cooch, Fuller, Hall, Hovland,, Jones, Molseed, Simpson, Stone

The group reviewed the Academic Requirements for all Graduate Students from page 7 of the University Graduate Bulletin. Changes as shown below were suggested, and Simpson will take these suggestions to the University Graduate Council for their consideration. Suggested additions are shown in red font, and suggestions for deletions are shown in green. Especially noted are (1) the need to specify that a student on probation for GPA has one semester to meet requirements and (2) the need to specify information about allowable course retakes, and (3) the need to clarify that 4.5 credits is the minimum for federal financial aid eligibility and that 9 credits is "full-time" at the graduate level. Present wording seems confusing.

~ Academic Requirements for all Graduate Students ~ (p. 7, 2007-08 Graduate Bulletin)

- All work submitted for a Master's degree, including transferred credit, must be taken within a period of six years, calculated from the date of enrollment to the date the degree is completed.
- 2. A maximum of ten semester hours of graduate credit may be accepted from other institutions.
- No more than six semester hours of independent study will be accepted toward a master's degree.
- 4. The minimum percentage of credit hours in the graduate degree program that must be completed from the institution granting the degree is 60%.
- 5. A student must maintain an overall GPA of 3.00 in graduate work. No grade below C will be accepted.
- 6. A student must maintain an overall GPA of 3.0 to remain in good standing. If GPA drops below 3.00 the student is placed on probation and allowed one semester to raise the GPA to that level. until the GPA is raised to that level.
- 7. No more than 2 Cs or 6 hours may be counted toward the degree, even if the GPA exceeds 3.00.
- 8. A student's GPA is required to be 3.00 or higher to graduate.
- Any grade of F places the student on automatic probation and must be repeated. In repeated courses both grades remain on the student's record and are in the GPA calculation. If the GPA is such that the student cannot possibly raise it to the 3.00 level the student is dismissed.
- 10. A student will be allowed a total of two takes for graduate courses (course numbers of 500 and above) for which credit is only counted toward graduation once. The student must petition to the Graduate Dean to be permitted to take a graduate course more than two times. At the graduate level all attempts (average) will count into grade point average calculations. A student eill be allowed unlimited takes for a graduate course for which credit toward graduation may be received more than once (e.g., Problems courses, Independent Study, Thesis, etc.). All attempts will count into grade point average calculations. Individual majors may limit the number of credits allowed toward graduation in certain courses. The count for retakes will begin with courses in which the student enrolled fall semester 2003. (taken from p. 92, 2007-08 BHSU Academic Catalog)

- 11. Over half of the hours taken toward the degree must be at the 700 level.
- 12. To be classified as a full-time student for financial aid eligibility, students must enroll in a minimum of 9 hours per semester. Half time status requires the student to enroll in a minimum of 4.5 hours. The Director of Graduate Studies may certify that a student enrolled for less than 9 credit hours may be considered full time for the purpose of awarding assistantships. Half time status requires the student to enroll in a minimum of 4.5 hours. Half time status is required for financial aid eligibility.
- 13. During the regular academic year, the maximum course load is 12 hours per semester. During the summer semester, the maximum course load is nine 9 credits per session.

Submitted by Pat Simpson April 20, 2008