

Proposal Template

Prior to presenting at the Graduate Studies Committee (GSC) for review, please provide answers to the following questions, as relevant. Please contact Matthew Boots (mboots1@iu.edu) with any questions.

Title: Removing Department Chairs from e-POS

Routing _____

GSC presenter: Matthew Boots/Sarah Lubienki

This proposal is for a...

- program change
 new program
 policy change
 new policy

Include responses to each question, as relevant:

1. What are you proposing and why? (If proposing a change, then the description and rationale should be relevant to the change(s) only.) *With the wide variety of programs in the School of Education, it's becoming increasingly difficult for Department Chairs to be able to review an e-POS, well enough to warrant an official approval. Department Chairs have indicated they are happy to rely on faculty and Graduate Studies approval of this document alone. The Graduate Studies Office could still bring problematic cases to the Department Chair's attention. This would only remove the Department Chairs from the approval process, faculty and Graduate Studies approvals would remain as they have been.*
2. How will this impact enrollment? n/a
3. How will this impact students' time to degree? *Removing an extra stopping point for approval would hopefully increase time to degree although we expect minimal impact.*
4. How will this impact specific student populations and/or DEI issues? *The hope would be by freeing up Department Chair's time they would be in a better position to deal with these and other issues.*
5. How will this impact School of Education resources, including faculty loads? *This should free up the Department Chair time without adding additional work to faculty or staff.*
6. How will this be effectively sustained over time? *GSO would work with ETS to remove chairs from the routing process.*

Commented [WE1]: I think you mean "decrease"

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7. What was the departmental vote tally for this proposal? (e.g., “12 in favor, 2 opposed, 3 abstained”) [Proposal from Graduate Studies Office](#)

General Requirements for Certificate Programs

Electronic Plan of Studies (e-POS)

For the certificate program there is a program outline form used for planning the specific courses included in a student's electronic Plan of Studies (e-POS). It must be developed with a faculty advisor, then be approved by ~~the Department Chair and~~ the Associate Dean for Graduate Studies. An electronic Plan of Studies (e-POS) must be submitted before all coursework for the certificate is completed. If any courses listed on the electronic Plan of Studies (e-POS) were not taken at Indiana University, a Request for Transfer of Graduate Credit must be submitted concurrently. The electronic Plan of Studies (e-POS) can be found on the Graduate Student Portal.

<https://bulletins.iu.edu/iu/educ-grad/2022-2023/policies/cert-policies.shtml>

General Requirements for Master's Programs

Electronic Plan of Studies (e-POS)

The electronic Plan of Studies (e-POS) is a coursework plan to fulfill program requirements. It must be developed with the faculty advisor, then be approved by ~~the Department Chair, and~~ the Associate Dean for Graduate Studies. An electronic Plan of Studies (e-POS) should be submitted within one year of matriculation. Failure to do so can result in a hold on enrollment. If any courses listed on the electronic Plan of Studies (e-POS) were not taken at Indiana University, a Request for Transfer of Graduate Credit must be submitted concurrently. Links to the electronic Plan of Studies (e-POS) as well as other forms can be found on the Graduate Student Portal.

<https://bulletins.iu.edu/iu/educ-grad/2022-2023/policies/masters-policies.shtml>

Ed.S. Policies

Electronic Plan of Studies (e-POS)

The electronic Plan of Studies (e-POS) is a coursework plan to fulfil program requirements. It must be developed with the faculty advisory committee, then be approved by ~~the Department Chair and~~ the Associate Dean for Graduate Studies. An electronic Plan of Studies (e-POS) should be submitted within one year of matriculation. If any courses listed on the electronic Plan of Studies (e-POS) were not taken at Indiana University, a Request for Transfer of Graduate Credit must be submitted concurrently. Links to the electronic Plan of Studies (e-POS) as well as other forms can be found on the Graduate Student Portal.

<https://bulletins.iu.edu/iu/educ-grad/2022-2023/policies/eds-policies.shtml>

Ed.D. Policies

Electronic Plan of Studies (e-POS)

The e-POS is a coursework plan to fulfill program requirements. These requirements fall into several component categories. The student and the Committee Chair are responsible for planning and creating the e-POS. The e-POS must then be approved by ~~the Department Chair and~~ the Associate Dean for Graduate Studies. If any courses listed on the e-POS were not taken at Indiana University, a Request for Transfer of Graduate Credit must be submitted concurrently for approval. An e-POS should be submitted within one year of matriculation. Failure to do so can result in a hold on enrollment.

<https://bulletins.iu.edu/iu/educ-grad/2022-2023/policies/edd-policies.shtml>

Ph.D. Policies

Electronic Plan of Studies (e-POS)

The e-POS is a coursework plan to fulfil program requirements. These requirements fall into several component categories. The student and the advisory committee chair are responsible for planning and creating the e-POS. The e-POS must then be approved by ~~the Department Chair and~~ the Associate Dean for Graduate Studies. If any courses listed on the e-POS were not taken at Indiana University, a Request for Transfer of Graduate Credit must be submitted concurrently for approval. An electronic Plan of Studies (e-POS) should be submitted within three semesters of matriculation. Failure to do so can result in a hold on enrollment.

<https://bulletins.iu.edu/iu/educ-grad/2022-2023/policies/phd-policies.shtml>