

# Meeting Minutes | Graduate Studies Committee | November 15, 2017

Room 2102 (IUB)

Zoom Bridge 238504

10:00am-12:00 pm

- **Members Present:** John Hitchcock, Christine Leland, Marjorie Manifold, Jessica Lester, Frank DiSilvestro, Marjorie Treff, Andrea Walton, Rebecca Martinez, Quentin Wheeler-Bell, Kelzie Beebe, Leslie Chrapliwy, Brendan Maxcy, Cristina Santamaria-Graff
- **Members Absent:** Sharice Russ
- **Ex-officio Present:** Y. Barry Chung
- **Ex-officio Absent:** Ghangis Carter
- **Guest Members:** Matt Boots
- **Staff:** Kirstin Helström
- **Presenters:** Bradley Levinson

*\*IUPUI faculty were voluntarily able to leave when GSC started to shift towards Bloomington only policy.*

## I. **Review/Approval of Minutes from October 25, 2017**

- *Rebecca Martinez moved to approve the minutes from October 25, 2017 as presented.*
- *Jessica Lester seconded the motion.*
- *All in favor.*

## II. **Information Items (Changed to Voting Items)**

A. Course Changes: The committee discussed the confusion surrounding the ambiguous approval of these course changes in the September 27<sup>th</sup> meeting. Instead of amending the minutes from that meeting to reflect the voting on these course changes, the committee decided to review these course changes as voting items (again) to officially and clearly consider the course change documents as they stand.

### i. H620

- *Frank Silvestro moved to approve the H620 course change document as presented.*
- *Rebecca Martinez seconded.*
- *All in favor.*

### ii. H622

- *Marjorie Treff moved to approve the H622 course change document as presented.*
- *Quentin Wheeler-Bell seconded.*
- *All in favor.*

## III. **Discussion Items**

A. Typical Minimum Hours Required to Earn a Master's Degree in School of Education

- i. Bradley Levinson presented to the committee and reported that he is in charge of creating a new online master's program. Background information is that students used to complete a master's thesis as part of a 36 credit hour

degree program, but his department now discourages students from completing a thesis because it often does not help in their professional pursuits. Instead, he stated that their time is better served in skills courses. Leslie Chrapliwy mentioned that many countries require international students to complete a thesis (e.g., Turkey), suggesting that if programs do not allow for that requirement, admission numbers may lower.

Regarding the credit hours, Bradley mentioned that although master's programs in School of Education are often 36 credit hours, masters in other areas of campus (and even other universities, such as Harvard) are usually 30 credit hours. This enables students to complete the master's in one year, which is particularly useful for mature/non-traditional students who often have families and international students who must take leave from their country for a previously delineated amount of time. The committee considered the following questions:

- Do those 6 credit hours contribute significantly to the student's scholarship experience?
  - There are no master's degrees in the SoE that is below 36 credit hours – is there a policy requiring that it must be 36?
- *The committee decided to create a list of programs that allow a 30 credit hour minimum, and particularly, how many programs exercise the option to include 6 credit hours of upper-level undergraduate work that was not applied to an undergraduate degree. This list will inform future committee discussion when the minimum number of credit hours for a master's degree is considered next semester.*

B. Non-Degree Credits (Leslie Chrapliwy)<sup>1</sup>

- i. Leslie Chrapliwy summarized the “Non-Degree Credits” document included in the meeting, and the committee discussed the current practice of the School of Education allowing a student a maximum of 15 non-degree credit hours in the program. The committee agreed that although this is current practice and should likely remain so, voting this into policy would not only clarify the practice but also be more transparent for students. This agreement rendered a new voting item.

- *The committee articulate the policy to be as follows: “The School of Education allows a maximum of 15 non-degree credit hours in any*

---

<sup>1</sup> This and all voting items in this document will be reviewed in the January GSC meeting for Diversity, Equity, and Inclusion considerations. Should they pass in GSC in January, they will move on to School of Education Policy Council.

*program, but any program may reduce the maximum allowable non-degree credits.”*

- *Marjorie Treff moved to accept the policy.*
- *Several members seconded.*
- *All in favor.*

#### IV. Voting Items

Barry Chung mentioned that policy council is reviewing all policies in preparation for the upcoming campus separation of IUB and IUPUI. He mentioned that all policy voting items listed have been voted on previously, but that this review is to confirm the language is relevant to the Bloomington campus only. The committee's concern was to review the policies and vote to leave each policy as is or to make clarifying changes.

##### A. Proposal for Transfer Hours for a Certificate

- i. The committee members discussed the policy and recommended no changes.

- *Marjorie Treff moved to accept the policy as stated.*
- *Rebecca Martinez seconded.*
- *All in favor.*

##### B. Proposal to Waive the Indiana English Proficiency Exam

- i. The committee members discussed the policy and recommended to change the exam title in the policy to reflect its current name.

- *Leslie Chrapliwy moved to accept the policy as stated, with the revision of the updated exam name.*
- *Quentin Wheeler-Bell seconded.*
- *All in favor.*

##### C. Proposal to Add IELTS Exam

- i. The committee members discussed the policy and recommended no changes.

- *Leslie Chrapliwy moved to accept the policy as stated.*
- *Marjorie Treff seconded.*
- *All in favor.*

##### D. Proposal to Revise SoE Policy on Minor Qualifying Exams

- i. The committee members discussed the policy and recommended no changes.

- *Rebecca Martinez moved to accept the policy as stated.*
- *Leslie Chrapliwy seconded.*
- *All in favor.*

##### E. Emeritus Faculty Serving on Dissertation Committee

- i. The committee discussed and revised the policy language to be:
  - 1. “If an advisor/dissertation chair (chair) retires before the dissertation proposal is approved, the student and chair must find a replacement for the chair role prior to dissertation proposal meeting.
  - 2. If a dissertation chair retires after a dissertation proposal has been approved, the faculty member may remain chair of the dissertation committee if agreeable by the retiring faculty member. If the retiring faculty member does not want to remain chair, the student and retiring chair must find another chair before the retirement date.”
    - *Rebecca Martinez moved to accept the policy as stated.*
    - *Leslie Chrapliwy seconded.*
    - *All in favor.*