

# Graduate Council Minutes

## February 28, 2003

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The Graduate Council met at 2:30 p.m. in the Cope Conference Room. Chair Ellen Slicker presided.

### I. Call to Order

Members present: Drs. Frank Bailey, Jackie Eller, Bichaka Fayissa, David Foote, Edward Friz/Student, Harold Henn/Student, Mary Hoffschwelle, Tom Hutchison, Terrence Lee, Phil Mathis, Vincent Smith, Norman Weatherby

Ex-officio members present: Dean Donald Curry, Associate Dean Peter Cunningham

### II. Approval of Minutes – January 24, 2003

A motion was made to accept the minutes of the January 24, 2003 meeting as stands. The motion was seconded and carried.

### III. Announcements

#### A. Dean Donald Curry

**Budget/Graduate Assistant Funding, and Impact on College of Graduate Studies** – An assessment of the Graduate Studies budget was handed out showing the impact of the budget cut. Dean Curry regrettably noted that the position of Associate Dean position had to be eliminated. With these things in mind he asked that further discussion be deferred to Item VI – New Business.

#### B. Associate Dean Peter Cunningham

**Thesis/Dissertation Checklist** – Dr. Cunningham reported that the Office of the College of Graduate Studies has begun to see an increase in poorly written theses and dissertations. In an effort to minimize this he and Dr. Curry have developed a Thesis/Dissertation Checklist (APA Style Manual), copies of which were passed out to the graduate council. This checklist is used by many universities and puts the burden back on the student and major professor. An Ad Hoc Committee consisting of Frank Bailey, Ellen Slicker, and Norman Weatherby was formed to review the checklist and report back to the committee.

### IV. Sub-Committee Reports

#### A. Graduate Faculty and Program Review Dr. Claudia Barnett, Chair

In Dr. Barnett's absence, Dr. Weatherby moved that the Council approve the recommended consent calendar attached to the agenda. The motion was seconded and carried.

#### B. Student Affairs and Travel Dr. Thomas Berg, Chair

Twenty-eight (28) student travel grants have been awarded totaling \$12,890.00.

**C. Policies and Procedures**  
**Dr. Vincent Smith, Chair**

Dr. Smith reported that the committee met regarding the issue of students completing their thesis work and then failing their comprehensive exam. The committee made the following recommendation:

*A completed thesis may not be submitted to the Dean of Graduate Studies for final approval until the comprehensive examination has been successfully completed.*

After some discussion it was moved to accept the recommendation as amended below:

*A completed thesis will not be given final approval by the Dean of Graduate Studies until the comprehensive examination has been successfully completed.*

The motion was seconded and carried.

**V. Old Business**

Comprehensive Examination and Preparation Courses – Various members of the committee shared feedback from their respective departments concerning the proposed courses. Students would need to understand that the course would not apply towards their degree requirement. Upon further discussion, the motion was made to pass the courses as amended by the statement, “credit may not be applied to degree requirement”. The motion was seconded and passed.

**VI. New Business**

Dean Curry again addressed the issue of budget and the effect decreased funding will have on the College of Graduate Studies. He gave a brief explanation as to the determination used when making the mandated reductions. Dr. Curry noted that there is one area where funds (\$25, 000) could be deferred from one source to another, and to that end proposes that the committee adopt the resolution (handed-out) stating that major professors, advisors, etc. no longer receive additional compensation for thesis and dissertation work and that those funds be re-directed to a travel fund to be used by graduate faculty members and graduate students. The Graduate Council Student Affairs and Travel Committee would administer the fund. It was further noted that there is varied ability in the amount of mentoring students receive from their major professors as well, as proven by some of the poorly written, erroneous, and careless mistakes they see time after time. MTSU is the only public university that pays graduate faculty for reading thesis and dissertations. After some discussion and debate a motion was made to endorse the resolution. The motion was seconded and carried.

There being no further business the meeting was adjourned.

Respectfully submitted: Lynn Parker  
Recording Secretary

