



# The Graduate School

## UNIVERSITY OF SOUTH CAROLINA

### GRADUATE COUNCIL MINUTES

March 25, 2013

The Graduate Council met on Monday, March 25, 2013 at 2:00 P.M. in room 311 of the Byrnes Building.

**Graduate Council members present:** Dr. Joseph Quattro, Chair; Drs. Subra Bulusu, Wayne Carver, Erik Drasgow, Minuette Floyd, Stacy Fritz, Edward Gatzke, Michael Hodgson, J. Daniel Jenkins, Kartik Kalaighnam, DeAnne Messias, Murray Mitchell, Lauren Sklaroff, Paul Solomon, Ercan Turk, Adela Vraciu, Lee Walker (substituting for David Darmofal), Terrance Weik, Tracey Weldon-Stewart; John Knox, GSA Rep

**Graduate Council members excused:** Drs. Darmofal, Floyd, Hodgson and Walker

**Graduate School representatives:** Dr. Jessica Elfenbein, Dale Moore and Valarie Trapp

**Provost Office representative:** Dr. Kristia Finnigan

**NOTE:** *These minutes will become final on April 22nd, 2013, if not challenged.*

1. **Call to Order and Approval of Agenda** (Joseph Quattro).
2. **Approval of Minutes** ([February 25, 2013 Meeting](http://app.gradschool.sc.edu/gradcouncil/minutes.asp)). The minutes were approved by the Council and are located at: <http://app.gradschool.sc.edu/gradcouncil/minutes.asp>
3. **Report of the Chair** (Joseph Quattro)

No Report

4. **Report of the Dean of The Graduate School** (Lacy Ford is excused)

Dr. Elfenbein shared that all is well in The Graduate School. She added The Graduate School reached a new height when the department was accused of being "hyper-efficient".

Dr. Elfenbein asked that everyone participate in Graduate Student Day on April 12th.

Dr. Mitchell reminded members of the Graduate Directors Meeting on Thursday, March 28th. He added that the Office of Student Financial Aid will have a speaker at the meeting to address tuition supplements. Dr. Gatzke asked if the process has improved. Dr. Mitchell replied yes.

5. **Report of the Associate Dean / Secretary of the Graduate Council** (Murray Mitchell)

Dr. Mitchell requested that members please remember to sign in for attendance.

Dr. Mitchell identified that military tuition for graduate students is still being explored. He shared that the undergraduate rate is 68% of what the in-state rate is and this will be explored at the graduate level, too. He added that the 68% seems to be the pattern for the military rates.

Dr. Mitchell alerted Council to three items that will be directed to the Policies and Procedures Committee to consider bringing recommendations at the next Graduate Council meeting. One item addresses the request for the grade change procedure to be consistent with the undergraduate procedure, effective in 1999, in which a simple recording or calculation issue would be addressed by Department Chairs; and, issues that would be more involved would be addressed as grievance procedures to be handled by the individual colleges. This suggested process of not coming through Graduate Council will limit delays in the handling of a student's paperwork when issues may arise for them in their eligibility for staying in school or other concerns relative to scholarships and fellowship opportunities.

Dr. Mitchell stated, with help and guidance from The Graduate School Ombudsman, Dale Moore, they have been trying to develop a grievance policy at The Graduate School to incorporate into the responsibilities of the existing Petitions and Appeals Committee. A proposal will be considered by the Policies and Procedures Committee to change the name of that group to include, explicitly, that grievances would be part of their charge.

Dr. Mitchell will seek input from the Petitions and Appeals Committee since they will be directly impacted by the changes. Dale Moore will share a draft of the grievance policy at the Graduate Program Directors meeting, March 28th from 2:00p - 3:30p, in the Russell House Theatre, Room 229.

Dr. Mitchell requested that all are invited to attend the meeting where a number of concerns regarding programs will be addressed; as well as, an opportunity to have answered any questions that may arise.

The third item that will be directed to the Policies and Procedures Committee is a recommendation for an additional foreign language assessment dealing with foreign international students. This would include information regarding costs of the exam and target scores for undergraduate and graduate students. The Moore School of Business is one of the proposers of consideration of this set of issues.

Dr. Mitchell shared solicited input from Chairs and Curriculum Committees to upgrade the graduate syllabus template so it will be more consistent with the requirements across SACS and the Curriculum Committee of the Senate. To date, the syllabus template which is on line with The Graduate School is less complete than it could be.

Dr. Mitchell added that he is working on "cleaning up" the Bulletin language with respect to The Graduate School; especially, regarding Theses and Dissertations.

**6. Report of the Graduate Student Association Representative (John Knox)**

No Report

**7. Report of the Academic Policy and Practices Committee (Paul Solomon)**

No Report

**8. Report of the Committee on 500/600 Level Courses, Distance Education and**

**Special Courses** (Murray Mitchell)

**Distance Education Delivery**

**APPROVED**

[SOWK J 765 Sexuality Issues for Social Work Practice](#) (3)

[Effective Term: Summer I 2013]

[EDRD 651 Introduction to Teaching Media Library](#) (3)

[Effective Term: Summer II 2013]

[SOST 500 Southern Discomfort](#) (3)

[Effective Term: Summer II 2013]

**500/600 Level Courses**

**APPROVED**

[COMD 540 Principles of Audiology](#) (3)

[Delete Course]

Dr. Mitchell shared information regarding the curriculum from the Faculty Senate based on 500-600 level classes. He pointed out information that there is a distinction in required minutes between lecture classes and lab classes. The distinction of the lab time requirement doubles that of the instructional time. Instructional classes of 700 minutes per credit hour of lecture formatted classes require 1400 minutes per credit hour of lab time.

Dr. Gatzke questioned if it was three to one; rather than double.

Dr. Finnigan responded that it is stated in the Undergraduate Studies Bulletin under [Academic Regulations](#) that the labs are expected to double the time of instructional classes.

Dr. Mitchell suggested that there are ongoing issues regarding the Distance Delivery format and translating and defining instructional contact time in traditional "face to face" time versus subsequent work, such as homework.

**9. Fellowships and Scholarships Committee** (Wayne Carver)

Dr. Carver announced completion of the review of prospective student fellowships. He called on Dr. Elfenbein for a count. Dr. Elfenbein responded that approximately seven have been accepted and seven have refused.

The committee will be meeting to address various other fellowships in the next few weeks.

**10. Report of the Science, Math, and Related Professional Program Committee**  
(Edward Gatzke)

**College of Nursing**

**Bulletin Change**

**APPROVED**

From: [NURS MSN, PhD, DNP](#)

The College of Nursing abides by the following academic suspension policy: Graduate Students whose cumulative grade point average drops below a 3.00 will be placed on academic probation and allowed one calendar year in which to raise the grade point average to at least 3.00.

Students who do not reach a cumulative 3.00 grade point average during the grace period will not be permitted to enroll for further graduate coursework in the program. Courses in which students receive a grade below "C" must be repeated. All

graduate clinical nursing courses in which students receive a grade below "B" must be repeated.

Petitions for reinstatement from students who have been suspended must be submitted to the College of Nursing Director of Student Affairs. If the petition is approved, then it must be forwarded to the Dean of The Graduate School for action by Graduate Council.

To: NURS MSN, PhD, DNP  
Graduate students enrolled in Nurse Practitioner programs at either the master's or PhD level must earn a grade of B or higher in designated core and clinical courses. This requirement is indicated on the syllabus for each of the designated courses.

Students earning a grade of C in any designated course are required to repeat the course and earn a grade of B or higher to remain in the program. However, the initial grade of C remains on the student record and counts toward the "Two C Rule" (below).

Graduate students in any program with **two temporary grades of Incomplete (I) or No Record (NR) cannot register for additional coursework**. Students will not be permitted to register for further coursework until both temporary grades have been replaced with a satisfactory permanent grade. Students enrolled in graduate study may not graduate with a temporary grade of I or NR on their record, even if the course is not listed on the Program of Study.

#### **Academic Dismissal**

Graduate students will be dismissed from the College of Nursing upon receipt of an initial grade of C in **more than 2 graduate nursing courses**, regardless of the number of credit-hours per course. (Two-C Rule). Upon receipt of a grade of "D" or "F" in any graduate course required for the Program of Study, the student will be dismissed from the College of Nursing.

[Effective Term: Fall 2014]

Dr. Gatzke questioned if the accumulation of incompletes is an issue for other programs; or even, The Graduate School at large.

Dr. Quattro asked if there is evidence of this happening within their departments.

Dr. Gatzke added that if they have three C's, are they already in academic trouble in the program of study.

Dr. Mitchell clarified that a student can amass incomplete's across multiple semesters. The student becomes ineligible when there are three incompletes; that is, the student may not register for additional credits until at least one of the three incomplete grades is converted into a permanent grade.

Dr. Messias stated that her proposal will make a nursing student ineligible after two Incompletes.

### ***Arnold School of Public Health***

**Course Change Proposal**  
Change Prerequisites/corequisites.

**APPROVED**

**From:** [COMD 705 Language Disorders in Adults](#) (3)

Prerequisites/Corequisites: Permission of Instructor

**To:** COMD 705 Language Disorders in Adults (3)

Prerequisites/Corequisites: COMD 502

[Effective Term: Spring 2014]

**Course Change Proposal**

**APPROVED**

Change Prerequisites/corequisites.

**From:** [COMD 713 Neurogenic Disorders of Speech](#) (3)

Prerequisites/corequisites: Permission of Instructor

**To:** COMD 713 Neurogenic Disorders of Speech (3)

Prerequisites/corequisites: COMD 502, COMD 700, and COMD 724 or equivalent course.

[Effective Term: Spring 2014]

**Course Change Proposal**

**APPROVED**

Change Prerequisites/corequisites.

**From:** [COMD 721 Cognitive Retraining](#) (3)

**To:** COMD 721 Cognitive Retraining (3)

Prerequisites/corequisites: COMD 502 equivalent course

[Effective Term: Spring 2014]

**Course Change Proposal**

**APPROVED**

Change Prerequisites/corequisites.

**From:** [COMD 725 Pediatric Dysphagia](#) (3)

**To:** COMD 725 Pediatric Dysphagia (3)

Prerequisites/corequisites: COMD 502, COMD 722, and COMD 724 or equivalent courses.

[Effective Term: Spring 2014]

**Course Change Proposal**

**APPROVED**

Change Prerequisites/corequisites.

**From:** [COMD 754 Aural Habilitation of Children](#) (3)

**To:** COMD 754 Aural Habilitation of Children (3)

Prerequisites/corequisites: COMD 501, COMD 504, and COMD 750 or their equivalent.

[Effective Term: Spring 2014]

**11. Report of the Humanities, Social Sciences, Education, and Related Professional Programs Committee (Tracey Weldon-Stewart)**

***College of Social Work***

**Course Change Proposal**  
Change Effective Term date.

**APPROVED**

**From:** [SOWK 739 Intervention Strategies in Military Behavioral Health](#) (3)

[Effective Term: Fall 2013]

**To:** SOWK 739 Intervention Strategies in Military Behavioral Health (3)

[Effective Term: **Summer II 2013**]

**12. Report of the Petitions and Appeals Committee** (Erik Drasgow)

The Student Petition was denied by the Graduate Council vote.

**13. Other Committee Reports**

**14. Old Business**

**15. New Business**

**16. Good of the Order**

Dr. Mitchell requested Council Members to please sign in, if they had not already.

Dr. Mitchell prompted members to nominate potential future Council Members if his/her term is winding down. He advised that the nominees should be those who are truly interested in serving on the Graduate Council and who will be willing to share the meeting news within their departments.

**17. Adjournment**

The meeting adjourned at 2:30pm.

**Murray Mitchell, Secretary**

cc:

President Harris Pastides

Vice Provost & Dean of Graduate Studies Lacy Ford

Provost Michael Amiridis

Deans

Department Chairs

Graduate Directors

Aaron Marterer, University Registrar

Jodie Morris, Office of the Registrar

Andrew Graves, Office of the Registrar

Nancy Floyd, Office of Institutional Assessment and Compliance