**Graduate Programs Council**

**Minutes for April 3, 2013**

**Present:** Matthew Hall, Pieller Pieller, Stuart Roe, Brenda Leake, Lisa Demarsico, Kelly Fischer, Claire Lindberg

**Excused:** Shri Rao

Minutes recorded by Kelly Fischer.

1. **Minutes 3.6.13**

Roe moved to approve minutes. Pieller seconded. Minutes were approved.

1. **Minutes 3.20.13**

Lindberg moved to approve minutes. Pieller seconded. Minutes were approved.

1. **Graduate Comparator Institutions**

Hall went over the reason for why we created the program highlights lists. He stated we need to condense the list so that it makes it more accessible to students. Lindberg suggested that we should add a column to clarify the organization so it can be sent out to the various departments to fill in the blanks. Kelly suggested including the department/program highlights in the survey. Roe pointed out that we do want to make sure each department does put the highlights of their program on their website.

1. **Graduate Survey**

Hall ran through the survey and stated he would send all of us the survey. We will each take the survey to test it before the next meeting. The next meeting we will discuss if we are ready to send out the survey, and if so, how we will send it out. Lindberg pointed out that nursing has a lot of programs under the nursing department, and she said she will send Hall the categories. Roe pointed out he would also like to break down counselor education as well. Lindberg suggested that instead of having a multiple choice for each of the schools in one question, we should have the students pick their school and then go to another question where they pick their specific department and the specific programs in those departments. Hall said for all programs to send him their specific programs.

1. **Comprehensive Examination Policy Changes**

Hall brought up that CAP sent the *Comprehensive Examination Policy* revisions were sent back to the GPC. CAP changed the wording about incomplete or in progress classes when registering for the exam to stating they cannot register the comprehensive exam if there is an incomplete or in progress on their transcript. Leake stated that it should read unless cleared by the department. DeMarsico said we should have exception written by the student and approved by the graduate program coordinator.

CAP deleted the phrase about the departments being fair in the grading processes because it seemed unnecessary. GPC agreed that it was not needed because it is expected that students are graded fairly throughout the program.

Lindberg stated that the wording should not call it a comprehensive exam because not all programs have an exam, some have a capstone project. Fischer suggested it should be called a Comprehensive evaluation, but other members reminded that would probably be too large of a revision.

Leake suggested to move the paragraph starting as “Each program will provide…” to the first paragraph of the document so that the policy does not just refer to exam or make the language unclear. We agreed to change all wording after the first paragraph to comprehensive exam or culminating experience.

Hall suggests we change the wording of “fail” to other language because each department has different standards for failing.

Leake suggest we should break the document into two sections; one section for comprehensive exam and the other for culminating experience since there are some minor differences in the policies regarding retaking exam/experience. Lindberg suggested that the standards for retaking are the same; the difference is in an experience you do not fail it, you just do not complete it. She did state that it should not be in the same paragraph for reasons regarding grading.

Lindberg suggested that we should look at each of the graduate programs and see what they use as their comprehensive evaluation to make sure they can all be applied to the policy and make sure that they do not have problems. Hall stated he will talk to Shri, who was there when GPC originally wrote the policy, to see what she thought was the intended difference between exam and experience. Hall agreed we should talk to each department to determine what their comprehensive evaluation is and their current departmental policies to determine if there are conflicting policies. We agreed not to save the changes we discussed during the meeting.