

**Graduate Council
Minutes
September 12, 2016
8:30–9:20 a.m. WB 238**

In attendance: Jim Bailey, Susan Thackeray, Jeff Maxfield, Gaya Carlton, Maureen Andrade, Jeff Peterson, Julie Barnum, Mary Sowder, Reed Criddle, Visitor: Cameron John

Staff in attendance: Matt Moon, Shauna Reher

Minutes

April 11, 2016 minutes were approved.

Agenda additions

Credit/no credit issue

Guidelines/job description for program directors

Information item

In accordance with Policy 510, a subcommittee of the graduate council approved an international student with a TOEFL score of 76 to be admitted into the MBA program. The student was progressing well and his TOEFL scores were consistently increasing.

MBA student exception to Policy 510

The MBA program requested an exception to the policy for a student that graduated from a nationally accredited university. Student information was reviewed; the MBA program thought he has demonstrated the ability to succeed through courses taken at the University of Utah and work experience.

The graduate policy allows for a subcommittee to review and make exceptions for students who do not meet the criteria established in Policy 510. There was some concern regarding the subcommittee. It was felt there should be some parameters. It was decided that one council member from the program's school/college requesting the exception along with three other members of the Graduate Council should make up the subcommittee.

There was also concern as to whether or not the Graduate Council should be making decisions regarding accreditation exceptions and if accepting this student would affect UVU's accreditation.

The Graduate Council approved the admission exception subject to Marc Jorgensen's decision that the exception would not affect UVU's regional accreditation. Jim Bailey will contact Marc Jorgensen regarding this issue.

Graduate Faculty

The Graduate Council approved the following graduate faculty in the School of Education:

Stan Harward – Full Member

Sue Womack – Associate Member

Credit/No Credit Issue

The council discussed admitting students from a university that uses credit/no credit instead of a letter grading scale. The student does not have a GPA because the university attended gives a pass or fail grades. The council decided this would be an issue that the department would bring to the Graduate Council Appeals Subcommittee. The program would be responsible to do research on the accreditation of the school and to see if an equivalent grade could be determined. If the department felt the student was qualified, an appeal could be made to the subcommittee.

Guidelines for Graduate Program Directors

Each program determines the responsibilities of their program director and how to structure their program. It has been suggested that some guidelines be put together to give programs an idea of things that should be considered and what other programs are doing. Council members should email Jim or Shauna with information for the document. Jim will put together a draft for the next Graduate Council meeting.

A request was made to move the Graduate Council meeting to different departments. A vote will be taken at the next meeting to determine if the meetings should move locations.

The TOEFL score is a critical issue as we accept more international students. It was suggested that programs consider measures in addition to the TOEFL score, such as a writing sample and/or interview, to determine if a student should be accepted into the program to make sure students can communicate effectively in English.