

INSTRUCTION COUNCIL  
May 18, 2007  
101 Whitehurst Conference Room  
MINUTES

Present: Pam Bowers, Albert Colom, Bruce Crauder, Bob Davis, Ed Miller, Mark Payton, Shiretta Ownbey, Mark Weiser, Karen Lucas, Laura Gant, and Gail Gates.

**1. Proposed Change in Grading Policy for Thesis and Dissertation Research Courses (5000 and 6000) – Mark Payton**

Mark noted that the Graduate Council unanimously passed the proposed change in the grading policy for thesis and dissertation research courses (5000 and 6000 courses).

IC members approved the proposed change.

**2. Definition of RA's and TA's – Mark Payton**

Mark handed out the definitions of graduate teaching and research assistants as requested by Instruction Council and noted that graduate assistants for outreach courses must be funded from outreach revenue. Members suggested defining eligibility requirements for waivers from the Graduate College rather than defining the titles of RAs, TAs, and GAs. Members had concerns with the definition of RAs in relation to defining work intended to be used in a thesis/dissertation. A major issue occurs when the college offers Graduate College waivers for recruitment purposes but the waivers are not approved when the student arrives to start classes.

**3. Revisions to Policies:**

**Academic Integrity Policy and Procedures – Degree Revocation – Gail Gates & Mark Payton**

In section 7.07 under "The following action may", it should be "The following action may" and in section 7.11c members asked that the end of the sentence "acceptable to the graduate" be removed. In section 7.6, members asked if 10 calendar days was enough time for the person to respond (this was changed to 20 days). In section 7.14 there was discussion about whether it was appropriate to allow the student to be eligible for degree revocation only once.

Members asked if a degree is revoked could a student earn the degree again. The decision would be left up to the program faculty.

IC Members approved the proposed policy and procedures with changes.

**4. General Education Artifacts – Pam Bowers**

Pam noted that the General Education Advisory Committee requested IC members help in collecting samples in a systematic way.

**5. Revised Admission Applications – Karen Lucas**

Karen noted that the Admissions Office revised the admissions application by combining several separate applications into one. Members suggested noting required fields on the on-line application. Members also suggested shortening the application to include only information required for the admission decision, however, this suggestion conflicted with feedback from the Directors of Student Academic Services and the Scholarship Committee.

Adjourn: 10:30 a.m.