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## Academic Policy Committee Report - January 15, 2004

Graduate Council

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**Graduate Council Attachment 2**  
**Academic Policy Committee**  
**January 15, 2004**

**Present:** Stefanie Ohnesorg (Chair), Bob Auge, Karla Matteson, Mary Papke, Matthew Murray

**A. Discussion of Course 600: number of credits and timing:**

- Discussion of the number of credits revolved around the similarity to peer institutions and the attainability of this number of credits. It was decided to recommend that 24 credits remain as the minimum number.
- The committee supported the concept that 600 course hours were designed to designate the efforts of the student while active in the research and writing associated with the dissertation. This course designation was not designed to fill in during the initial semesters of a program. Course 502 may be more appropriate for this use. Dr Papke suggested that the discussion of the appropriate and inappropriate use of 600 and 502 might be part of the Graduate Coordinator meeting.
- The concept of continuous registration in course 600 was also supported during discussions. If the course is used appropriately and if the availability of the leave of absence policy is clearly understood, there should be no conflict. Continuous registration provides encouragement to the student and major professor, and provides legal, health care and loan guarantee support.

**Recommendation**

The following changes in the existing catalogue sections on page 23: “Continuous Registration” and “Dissertation” are recommended:

- **(New)** Title of section: Registration for Course 600, and Continuous Registration

**(New)** Course 600 is reserved for doctoral research and dissertation hours. Initial registration for 600 should be determined by each department and generally corresponds to the time at which a student begins work actively on dissertation research. From this time on, students are required to register continuously for at least 3 hours of 600 in each semester. A minimum total of 24 hours of course 600 is required.

**(Include existing second paragraph which reads as)**

**(Unchanged)** A student who will not be using faculty services and /or university facilities for a period of time may request leaves of absence from dissertation research up to a maximum of six terms (including summer terms). The request, approved by the major professor, will be submitted by the student and filed in the Office of the University Registrar.

- **Second paragraph of “Dissertation”.** Remove sentence which reads: “Thus, a student working full time on the dissertation should register for 12 hours of course 600 per semester”. It was felt that this was confusing given the various ways “full time” is calculated.

**B. Discussion of Dr. Papke’s suggestions re. changing the phrase “Graduate Certificate of Credit” to “Graduate Certificate” in the appropriate places on page 2, 14, and 16.**

- Dr Papke indicated that there is no longer a “certificate of credit” the designation is now simply “Graduate Certificate”

**Recommendation**

The phrase “Graduate Certificate of Credit” be changed to “Graduate Certificate” in the appropriate places

**And**

Pg 16: Under section “Graduate Certificate (of Credit) Programs”: Delete the first sentence and replace with the following: ‘A graduate certificate may be earned by successful completion of a series of specific courses.’ This change is recommended to improve clarity.

All business being completed the meeting was adjourned.