

MINUTES OF ACADEMIC POLICY COMMITTEE MEETING
Thursday, April 19, 2018, 2:00 P.M.
111 Student Services Building

Committee members: Maria Stehle (Chair); Sergio Bedford, GSS President; Eric Boder, Julie Bonom, and Lars Dzikus.

Other attendees: Dixie Thompson, Graduate School Dean; Mary Albrecht, and Catherine Cox, Graduate School Liaison.

Maria Stehle called the meeting to order at 2:05 p.m.

Today we will continue our discussion and review the language for the doctoral residence requirement. From the list of peer institutions we received, it is evident that most require a residence.

Proposed revision for the Residence Requirement:

Residence Requirement

Doctoral programs at the University of Tennessee require intensive study over consecutive semesters, including summers. Doctoral students may satisfy the residence requirement in either of two ways:

- Enroll in 2 consecutive semesters of 9+ credit hours
- Enroll in 3 consecutive semesters of 6+ credit hours.

For the doctoral degree, a minimum of two consecutive semesters of residence is required, except in programs where alternative or additional residence requirements have been approved. In these cases, the details can be found in the program description.

A statement as to how and during what period of time the residence requirement has been met will be presented with the Application for Admission to Candidacy along with signatures of approval from the major professor and the department head/program director.

Current catalog text for Residence Requirement

Residence is defined as full-time registration for a given semester on the campus where the program is located. The summer term is included in this period. During residence, it is expected that the student will be engaged in full-time on-campus study toward a graduate degree.

For the doctoral degree, a minimum of two consecutive semesters of residence is required, except in programs where alternative or additional residence requirements have been approved.

A statement as to how and during what period of time the residence requirement has been met will be presented with the Application for Admission to Candidacy along with signatures of approval from the major professor and the department head/program director.

After discussion, APC voted and unanimously approved the proposal to revise the language for the Residence Requirement.

APC also reviewed and discussed the current language for *Course Loads* and determined the following change in wording to the definition of Course Loads. **This comes as an editorial information item.**

Course Loads (Revised language for Course Loads)

The maximum load for a graduate student is 15 credit hours during fall and spring semesters. While 9 credit hours is considered full time, the typical full academic load varies by discipline. For the summer semester, graduate students may register for a maximum of 12 credit hours in an entire summer semester or for a maximum of 6 credit hours in a five-week summer session. Students may enroll in only one course during a mini-term session.

Students holding a one-half time assistantship normally should enroll in at least 6 credit hours during the terms of the assistantship. A one-fourth time graduate assistant normally should take at least 9 credit hours during the terms of the assistantship. **A student must be enrolled in at least 9 credit hours to be considered full-time for federal financial aid purposes, even if the student has an assistantship.** The section entitled Policy for the Administration of Graduate Assistantships contains additional information about assistantships.

Registration for more than 15 credit hours during any semester, or for more than 12 credit hours in the summer term, is not permissible without prior approval. The academic advisor may allow registration of up to 18 credit hours during a semester if the student has achieved a cumulative grade point average of 3.6 or better in at least 9 credit hours of graduate work with no outstanding incompletes. The Graduate Course Overload form can be found on the Graduate School website.

Course Loads (current catalog text)

The maximum load for a graduate student is 15 credit hours and 9 to 12 credit hours are considered a full load. For the summer term, graduate students may register for a maximum of 12 credit hours in an entire summer term or for a maximum of 6 credit hours in a five-week summer session. Students may enroll in only one course during a mini-term session.

Students holding a one-half time assistantship normally should enroll for 6-11 credit hours. A one-fourth time graduate assistant normally should take 9-13 credit hours. A student on a one-half time assistantship who takes 6 credit hours will be considered full time for academic purposes. See heading "Financial Assistance" regarding financial aid eligibility for students with Assistantships. Refer to the Policy for the Administration of Graduate Assistantships for additional information.

Students receiving financial aid should consult with the department/program head concerning appropriate course loads. Courses audited do not count toward minimum graduate credit hours required for financial assistance.

Registration for more than 15 credit hours during any semester, or for more than 12 credit hours in the summer term, is not permissible without prior approval. The academic advisor may allow registration of up to 18 credit hours during a semester if the student has achieved a cumulative grade point average of 3.6 or better in at least 9 credit hours of graduate work with no outstanding incompletes. No more than 12 credit hours are permissible in the summer term without prior approval.

Dr. Thompson acknowledged the work and service of the APC this academic year and extended her appreciation to the committee members. With no further items, the meeting adjourned at 2:50.

Respectfully submitted,

Catherine Cox
Graduate Council Liaison