

MINUTES OF THE GRADUATE CURRICULUM
COMMITTEE MEETING
August 25, 2005

PRESENT: Venkateswaran (CoC), Davis (PSY), Babensee (BME,CoE, Anderson (ECE), Peponis (COA), Green (Math), Smith (AE), Craig (AE), Parker (ISyE), Wills (ECE), Goldsman (ISyE), Saunders (CEE), Parsons (MGT), Pikowsky (Registrar)

VISITORS: Kilroy (Graduate Studies)

1. Approval of Minutes. A motion was made to approve the Minutes from the July 28, 2005 meeting. The motion was seconded and approved. Unanimous.
2. Election of Officers for 2005-2006. Nominations were opened for Chair, Vice-Chair, and Secretary. A motion was made to elect Bill Green as Chair. The motion was seconded and approved. Unanimous/by acclamation. A motion was made to elect R. Gary Parker as Vice Chair. The motion was seconded and approved. Unanimous/by acclamation. Reta Pikowsky agreed to serve as Secretary as is customary for the registrar position.

The liaison to the Executive Board and to the Institutional Research Committee (IRC) elections will be on the next agenda.

3. Student Petitions. A motion was made to approve the Petitions Subcommittee report. Four petitions were reviewed, three actions were recommended and one petition was forwarded for full committee review. The motion was seconded and approved. Unanimous.

The petition of a student to withdraw from Spring 2004 was approved conditionally on her signing an appropriate contract with ME.

The petition of a student for a late grade change from Spring 2003 was denied.

4. Conditions attached to the approval of Math 8305. The registrar reported that the request for a new course, Math 8305, approved at the last meeting required follow up discussion on the credit hours. The original request had listed 3 hours of lecture, 2 hours of credit. The Registrar's Office requested that the credit hours be adjusted to reflect 2 hours of lecture, 1 hour of lab, and 2 credits for the course. A motion was made to approve the credit hour breakdown for Math 8305. The motion was seconded and approved. Unanimous.
5. Program Review (City Planning). The chair asked for volunteers to draft a program review for city planning. Three volunteers were accepted.
6. Policy issues.

Clarification of rules on double counting course work between undergraduate and graduate levels. A motion was made and seconded to amend the policies for the BS/MS programs and the Graduate Course Option as follows: An eligible undergraduate may take up to 12 graduate course hours, of which up to 6 may be counted toward both the undergraduate and the graduate degree by students in either the Graduate Course Option program or an official BS-MS program. The motion was approved. Unanimous.

Use of the same thesis at undergraduate and graduate levels. A motion was made and seconded to disallow the use of the same thesis for both undergraduate and graduate degrees. The motion was approved. Unanimous.

Use of the same thesis credit hours to apply toward both undergraduate and graduate degrees for students in BS-MS or Graduate Course Option programs. A motion was made and seconded to disallow the use of the same thesis course hours toward both undergraduate and graduate degrees. The motion was approved. Unanimous.

Awarding of undergraduate certificates to graduate students. A motion was made to disallow the award of undergraduate certificates to graduate students. The motion was seconded and approved. Unanimous.

Note: The IUCC will be informed of the changes in each of the above items.

BS/MS issues in general will be discussed at a future meeting. Some minimum standards will be recommended to ensure consistency.

7. Report from Petitions Subcommittee.

Summary of Petitions Screening Subcommittee Recommendations of August 23, 2005 for August 25 Full Committee

Reason for Petition	Approve	Deny	Forward for Full Committee Review
Late Withdrawal from Course	<u>1</u>		
Late Withdrawal from School	<u>1</u>		<u>1</u>
Late Change of Grade			
Waiver of 7-year Rule			
Return to School Immediately After Withdrawal			
Use 9000 course for 7000 course			
Change grade basis of course			
Change Academic Standing			

Change in Course Credit Hours			
Use Transfer Credit While Enrolled at GA Tech			
Use > 3 (6) hrs of P/F for MS			
Use > 12 hours of GRAD courses while in UG status for BS/MS			
Graduate without a GPA			
Change from special non-degree to degree-seeking and use hours taken as special non-degree toward degree	<u>1</u>		
Readmission after drop status			
Forward for full committee review			
TOTALS:	<u>3</u>		<u>1</u>