

Minutes of the Graduate Faculty Senate  
November 28, 2017

In attendance:

Karl Hammond, Royce Barondes, Anthony Lupo, Sarah Senff, Keith Greenwood, Jill Kanaley, Johanna Kramer, Amy DeClue, Xuemin Yan, Azlin Mustapha, Laura McCann, Doug Clem, Jeni Hart, Ashley Siebenaler, Lissa Behm-Morawitz, Sue Boren, Rose Marra, Anita Cowan

AGENDA:

1: Meeting called to order at 3:34 by Keith Greenwood (GFS vice-president)

2: Agenda was approved, seconded and approved

3: Minutes from September 26, 2017 was moved seconded and approved.

4: Committee Reports:

a. Academic Affairs

i. Approval of any new course requests.

53 courses were brought in for approval to the senate all were approved with the exception of 3 – MAE4600, Math 4370 and Math 4590 were tabled for vote at the next meeting pending clarification for prerequisites, course description, title and further review and information. Math 4590 needs a minor change, putting Math 4355 in the recommended coursed box in CIM. Dr. Mustafa will make the changes at the approval of the requestor. The senate approved this course as long as that minor editorial change is made.

Motion to approve new courses

Seconded

Approved (unanimous)

Deactivated courses: A motion was submitted that courses submitted in CIM for deactivation won't need a vote from AAC but instead would come to the GFS as a report/agenda item for approval. It will streamline AAC workload with the number of proposals that are reviewed and voted on.

Motioned that courses submitted in CIM for deactivation won't need a vote from the AAC but will go to the GFS as a report item for approval.

Seconded

Approved

ii. New Programs and Program Changes.

1. Journalism: Interactive Media Graduate certificate (discussed at last GFS meeting and tabled for vote this meeting)

Dr. Earnest Perry followed up with Joy Moore regarding the naming and similarities with programs. After discussing they have come to an agreement and there will be no name change to Dr. Perry's program. If there are any concerns that should arise or programs designed with similar name they will adjust accordingly.

Motion to accept

Seconded

Votes: 11 Yes

1 No

1 Abstain

Passed

2. Change the capstone for the Center for Digital Globe.

It was brought before the committee to change the Capstone class from 8052 to 8054, dropping 8052 and adding 8054 in its place.

Related to the certificate the senate decided changes like swapping out one class for another didn't constitute "significant" change as indicated in the policy and didn't need to go to GFS for a vote. A larger policy discussion could happen at a later date regarding changes or modifications to policy and what classifies as "significant".

Motion to approve

Seconded

Passed

- iii. AAC Policy sub-committee:

1. Continued discussion on GFS-Faculty Council relations
2. Other items

No updates

- b. Awards – Prof. Tony Lupo, chair.

In the process of collecting nominations for Dissertation, Thesis and Advisor awards. It was advised for those that have not voted to please vote before the end of the week.

5. Report: Office of Graduate Studies – Prof. Jeni Hart, Associate Vice Chancellor for Graduate Studies and Vice Provost for Advanced Studies.

-Dismissal process for students who have been dismissed from their programs. The Appeal process involves the senate significantly. The student can appeal the dismissal through the program and then with the senate. A letter is sent to Dr. Hart, she meets with the student and if the student wants to continue with the process it goes before a sub-committee of the senate.

It is expected that there is going to be at least one appeal brought before the senate.

-Tax Legislation – the House has voted on the tax plan and have removed the legislation regarding tuition waivers being considered income. The Senate has not removed that part of the legislation and will be voting next week.

Solutions are being sought, possibility of lowering tuition is an option.  
AAU website is an excellence source of information regarding the legislation

Anticipated increase in certificate proposals

SEM goals, increase completions which include degree programs and certificates.  
Several Deans would like to create certificate programs that would parlay into a new degree program.

6. Report: Graduate Student association – Ms. Sarah Senff, GSA President.

Boards of GSA and GSP have drafted a proposal to merge organizations GSA and GPC  
Working on a mission statement and the level of service to Graduate and Professional students.

Writing opportunities for Graduate students, looking for space.

Working on a writing retreat

7. Resolution

8. Adjournment

4:35pm

Motioned

Seconded

Passed

Attachments:

### ***Termination Appeal Information***

***From: <http://gradstudies.missouri.edu/academics/progress/probation-termination.php>***

The letter placing a student on probation must include an explicit statement of what must be accomplished and by what date in order for the student to be removed from probation and returned to good standing in the department/program. If the student does not comply with the conditions of probation, a letter (signed by the DGS) will be sent to the student with notification of dismissal from the degree program. Termination letters must inform the student of the right to appeal, first, to the department/program, and second, to the Graduate Faculty Senate. A copy of a termination letter must be sent to the graduate dean at the same time it is sent to the student.

Students have the right to appeal dismissal from their degree programs. As long as a student is in an appeal process, the student should maintain enrollment and continue working on degree program requirements. A student's first appeal of dismissal must be made to the department/program. If the student does not appeal, the Graduate School will send the student an official notice of dismissal from the program.

Students should notify their DGS in writing that they are appealing dismissal. A copy of the appeal letter addressed to the DGS should be sent to the graduate dean. Departments and programs organize their own appeals processes. If the department/program does not reverse its decision, the DGS will notify the Graduate School that the student has gone through the probationary period and the appeal process and has been dismissed.

*From: <http://gradstudies.missouri.edu/academics/progress/probation-termination.php>:*

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*From: <http://gradstudies.missouri.edu/academics/progress/requests-for-extensions-appeals.php>:*

## **Process of appeals to the Graduate Faculty Senate**

Students may appeal dismissal from a graduate degree program to the Graduate Faculty Senate. An appeal to the Graduate Faculty Senate can be made only after all internal appeals to a student's program/department have failed. The appeal must be based upon the program/department's failure to adhere to its or the Office of Graduate Studies' published rules and regulations. A student wishing to appeal dismissal must send a letter addressed to the associate vice chancellor for Graduate Studies within two weeks of dismissal. Once the intent to appeal is received by the associate vice chancellor for Graduate Studies, the following procedures will be followed:

1. The associate vice chancellor for Graduate Studies or a representative will meet with the student to discuss the situation. If, after this meeting, the student wishes to make an appeal to the Graduate Faculty Senate, he or she will submit a statement to the Office of Graduate Studies describing the basis of the appeal and containing any correspondence or other documentation relevant to the appeal. The associate

vice chancellor will notify the Graduate Faculty Senate, which will appoint an ad-hoc Appeal Committee consisting of five senators who are not members of the academic program involved in the appeal.

2. The Office of Graduate Studies will provide information to the student, the department/program and members of the ad-hoc GFS Appeal Committee regarding the content, process and regulations/policies pertaining to the appeal. Upon compilation of the appeal file, the associate vice chancellor for graduate studies will send a copy of file materials to the members of the Appeal Committee and to the department/program. If the program/department wishes to respond in writing, its statement will be distributed to the Appeal Committee, the student and representatives from the Office of Graduate Studies.
3. A hearing will be scheduled as soon as all parties can meet: the student (and an adviser from the university community, if desired), representatives from the department/program, the Appeal Committee and the Office of Graduate Studies. At this hearing, the department or program will first invite the student making the appeal to present the case discussed in the written statement. The Appeal Committee may ask questions at this point, and once its questions have been answered, will give the program/department the opportunity to defend its dismissal of the student. Following further questions from the Appeal Committee, the hearing will be adjourned.
4. The Appeal Committee will meet to make a decision. This decision will be conveyed in writing to the student, the director of graduate studies and chairperson of the department or program, the associate vice chancellor for graduate studies, the Graduate Faculty Senate president and any other appropriate party named in the appeal.