



Graduate Council

October 15, 2018

MINUTES

Present: Ellen Furman, Christine Michael, Rob Poole, Susanne Swanker, Christine Woodcock, Gail Stern, Christine Michael, Laurie Bednarczyk, Allison Sullivan

1. The minutes from the August 20, 2018 meeting and September 17, 2018 meetings were accepted as distributed.
2. Policy: Incomplete Grades and Extensions of Incomplete Grades (Graduate Academic Regulations), Laurie Bednarczyk
 - a. Proposal is to change the policy to decrease the amount of time that a student has to complete the necessary work. This time is defined as one half of the length of the term (15 week term – 7 week incomplete term and 7-week term – 3 weeks, for example). This time starts at the END of the term in which the incomplete is granted – it is not half of the subsequent term.
 - b. Problem for some of the HS, grad Psych, and Low Res programs. Students often take an incomplete because the clinical/internship piece is not able to be completed by the end of the term. Often times this is because a placement is not secured until partway through the term.
 - c. Concern: students are piling up incompletes in subsequent courses.
 - d. In general, it seems as if it is only the clinical component of the course that raises the need for incompletes – our students cannot get enough hours within a particular specialty due to our dependence on the professional communities willingness to work (volunteer basis) with our students.
 - e. Some programs (counseling psychology, for example) have requirements that internships must be completed in consecutive semesters (state licensure requirements), meaning that a student must take an incomplete in one, enroll in the second, and possibly take an incomplete in the second as they finish the first.
 - f. Discussion – it seems that the policy needs to address the fieldwork courses separate from lecture courses. The policy for incompletes will be the same, regardless of the type of course. It will be in the extension policy that the fieldwork experience will be addressed.
 - g. Laurie Bednarczyk will revise the proposal for consideration at the next meeting.
 - i. Policy. Students will have half the number of weeks of their term to finish the work in support of the incomplete. This will be 8 weeks (15 week term), 4 weeks (7 week and 8 week terms), or 3 weeks (6 week term). This extension starts at the end of the term in which the incomplete is granted.
 - ii. Extension policy. A student may apply for an extension. The policy will differentiate between extensions for fieldwork experiences vs traditional lectures.

3. Changes to the Exercise Science curriculum (Susie Lachowski)
 - a. MOTION – to approve.
4. The meeting was adjourned at 3:03 pm.

Respectfully submitted,

Susanne Swanker, PhD
Dean
Secretary, Graduate Council