2019-2020 Committee for Graduate Education Agenda  
April 17, 2020  
3:00pm  
Zoom Meeting

Committee members: Sandy Slater (Chair; History), Kate Keeney (Arts Management), Amanda Ruth-McSwain (Communication), Adem Ali (Geology), Brian Bossak (Health and Human Performance), Shawn Morrison (French, Francophone, and Italian Studies), Roxane Delaurell (Business Law and Accounting)

Ex-Officio: Jon Hakklia (Graduate School), Godfrey Gibbison (Interim Dean of the Graduate School of the University of Charleston, S.C.), Mark Del Maestro (Associate Provost), Divya Bhati (Institutional Effectiveness & Strategic Planning) and Mary Bergstrom (Registrar)

Guests: Jennifer Fox (Chemistry and Biochemistry), Emily Rosko (English)

3:00pm  
A. Call to Order  
B. Approval of March 6 Minutes  
C. Election of officers for 2020-2021  
D. Graduate Catalog: Academic Probation  
E. Graduate Catalog: Academic Dismissal  
F. Graduate Catalog: Time Limit  
G. Curriculum Substitutions or Exceptions  
Students are responsible for knowing and understanding academic policy, program requirements, and degree requirements. Only under extraordinary circumstances will faculty permit substitutions or exceptions to the curriculum published in the catalog. Exceptions cannot be made for a department/program’s curriculum rules, and waivers cannot be made for GPA requirements, for program or degree minimum credit hour requirements, or for academic regulations published in the catalog. Students requesting a substitution or exception should consult with the program director and chair of the department(s). Program directors may submit a request for a substitution or exception consistent with the Guidelines for Evaluating Curriculum Exception Requests by initiating a “petition for exception” in Degree Works. The petition will be reviewed and approved or denied and the student notified of the decision via the College-issued email account. All curriculum substitutions or exceptions are recorded in the student’s permanent record along with the name of the approving authority. In cases where a petition is denied and a student wishes to appeal, materials will be forwarded to
the Provost’s Office. The Associate Provost for Curriculum, acting on behalf of the Provost, will review the petition and appeal and render a final decision.

Program directors proposing substitutions should ensure that substituted courses are equivalent of the requirement in course content and rigor. An exception will not be made for something which can be achieved with a catalog year update.

**Reasoning for questioning this policy:**
Why can’t program directors make exceptions? Shouldn’t we all be trying to meet the needs of students if they are interested in taking something that is not a usual elective? We accept any sort of transfer credit but we can’t have the discretion to approve an elective? Considering the lengthy process for approving electives, it seems like we should get to have this option.

Also in the process below... where does the exception request go? Who approves this other than the program director?

What’s so wrong with making an exception when it is best for the student in designing his/her best plan of study?

H. **Conditional Acceptance**
A conditionally accepted student is one who does not meet all the admission criteria, but in the judgment of the appropriate program admission committee, has the potential to successfully complete graduate work. Conditional students have registration holds placed on their accounts and must be registered by the Graduate School until the stipulations of the conditional acceptance are met.

The policy change request is that program directors should be able to lift holds, not the Grad School.

I. **Joint Programs Assessment Update**

J. **For the Good of the Order**

K. **Adjournment**