

Graduate Committee Meeting

Agenda

AY 2021-2022

Meeting Time 10:00 am – 12:00 pm



Graduate Committee Meeting

April 1st, 2022

- 1) Chairs Call to Order
- 2) Roll Call

Members:	College:	Terms coming to an end	Present/Absent
Charles Roush	University Library	N/A	Absent
Nancy Razo	College of Education & P-16 Integration	Vacancy for AY 22 - 23	Present
George Amorim	College of Fine Arts	N/A	Absent
Mataz Alcoutlabi	College of Engineering and Computer Science	Vacancy for AY 22 - 23	Present
Lilia Fuentes	School of Nursing	Vacancy for AY 22 - 23	Present
Helene Krouse	School of Medicine	N/A	Present
Leyla Feize	School of Social Work	Vacancy for AY 22 - 23	Present
Wanrong Hou	Vackar College of Business and Entrepreneurship	N/A	Present
Kimberly Selber	College of Liberal Arts	N/A	Present
Lisa Salinas	College of Health Professions	Vacancy for AY 22 - 23	Present
Rupesh Kariyat	College of Science	N/A	Absent
Sandra Hansmann	Graduate College, Ex Officio	N/A	Present
Laura Saenz	Curriculum & Institutional Assessment Office, Ex Officio	N/A	Present

- 3) Old Business: Review of Minutes from March 4, 2022, meeting
- 4) Consent agenda
- 5) New Business: Review of Submissions – 10:05 am

- a) College of Engineering and Computer Science
 - i) Department of Mechanical Engineering – **Presenter: Dumitru Caruntu**
 - (1) New Course, New Program

Name	Type	Comment	Effective Year
------	------	---------	----------------

Graduate Committee Meeting

Agenda

AY 2021-2022

Meeting Time 10:00 am – 12:00 pm

BMEE 6310 Experimental Orthopedic Biomechanics	New Course	New course for the new Master of Science in Biomedical Engineering. This course has previously been approved by the Graduate Committee in 2020. Since the program is in its final stages, we asked the department to present the program and its courses again.	TBD
BMEE 6312 Biomedical Instrumentation	New Course	New course for the new Master of Science in Biomedical Engineering. This course has previously been approved by the Graduate Committee in 2020. Since the program is in its final stages, we asked the department to present the program and its courses again.	TBD
BMEE 6314 Introduction to Biomaterials	New Course	New course for the new Master of Science in Biomedical Engineering. This course has previously been approved by the Graduate Committee in 2020. Since the program is in its final stages, we asked the department to present the program and its courses again.	TBD
BMEE 6316 Physiology for Biomedical Engineers	New Course	New course for the new Master of Science in Biomedical Engineering. This course has previously been approved by the Graduate Committee in 2020. Since the program is in its final stages, we asked the department to present the program and its courses again.	TBD
BMEE 6320 Introduction to Computational Biomechanics	New Course	New course for the new Master of Science in Biomedical Engineering. This course has previously been approved by the Graduate Committee in 2020. Since the program is in its final stages, we asked the department to present the program and its courses again.	TBD
BMEE 6322 Cardiovascular Biomechanics	New Course	New course for the new Master of Science in Biomedical Engineering. This course has previously been approved by the Graduate Committee in 2020. Since the program is in its final stages, we asked the department to present the program and its courses again.	TBD
BMEE 6330 Tissue Engineering	New Course	New course for the new Master of Science in Biomedical Engineering. This course has previously been approved by the Graduate Committee in 2020. Since the program is in its final stages, we asked the department to present the program and its courses again.	TBD
BMEE 6340 Biomedical Microdevices	New Course	New course for the new Master of Science in Biomedical Engineering. This course has previously been approved by the Graduate Committee in 2020. Since the program is in its final stages, we asked the department to present the program and its courses again.	TBD

Graduate Committee Meeting

Agenda

AY 2021-2022

Meeting Time 10:00 am – 12:00 pm

BMEE 6350 Topics in Biomedical Engineering	New Course	New course for the new Master of Science in Biomedical Engineering. This course has previously been approved by the Graduate Committee in 2020. Since the program is in its final stages, we asked the department to present the program and its courses again.	TBD
BMEE 6351 Independent Study	New Course	New course for the new Master of Science in Biomedical Engineering. This course has previously been approved by the Graduate Committee in 2020. Since the program is in its final stages, we asked the department to present the program and its courses again.	TBD
BMEE 6352 Introduction to Biochemistry and Microbiology	New Course	New course for the new Master of Science in Biomedical Engineering. This course has previously been approved by the Graduate Committee in 2020. Since the program is in its final stages, we asked the department to present the program and its courses again.	TBD
BMEE 6353 Biology for Biomedical Engineers	New Course	New course for the new Master of Science in Biomedical Engineering. This course has previously been approved by the Graduate Committee in 2020. Since the program is in its final stages, we asked the department to present the program and its courses again.	TBD
BMEE 6354 Electrokinetics for Microsystems	New Course	New course for the new Master of Science in Biomedical Engineering. This course has previously been approved by the Graduate Committee in 2020. Since the program is in its final stages, we asked the department to present the program and its courses again.	TBD
BMEE 6355 Biomedical Signal Processing	New Course	New course for the new Master of Science in Biomedical Engineering. This course has previously been approved by the Graduate Committee in 2020. Since the program is in its final stages, we asked the department to present the program and its courses again.	TBD
BMEE 6361 Composite Nanofibers	New Course	New course for the new Master of Science in Biomedical Engineering. This course has previously been approved by the Graduate Committee in 2020. Since the program is in its final stages, we asked the department to present the program and its courses again.	TBD
BMEE 7300 Thesis I	New Course	New course for the new Master of Science in Biomedical Engineering. This course has previously been approved by the Graduate Committee in 2020. Since the program is in its final stages, we asked the department to present the program and its courses again.	TBD

Graduate Committee Meeting

Agenda

AY 2021-2022

Meeting Time 10:00 am – 12:00 pm

BMEE 7301 Thesis II	New Course	New course for the new Master of Science in Biomedical Engineering. This course has previously been approved by the Graduate Committee in 2020. Since the program is in its final stages, we asked the department to present the program and its courses again.	TBD
BMEE 6420 Engineering Mechanics I (Statics, Solids, and Dynamics)	New Course	New course for the new Master of Science in Biomedical Engineering. This course was not previously presented to the committee.	TBD
BMEE 6422 Engineering Mechanics II (Statics, Solids, and Materials)	New Course	New course for the new Master of Science in Biomedical Engineering. This course was not previously presented to the committee.	TBD
BMEE 6424 Engineering Mechanics III (Statics, Solids, and Manufacturing Processes)	New Course	New course for the new Master of Science in Biomedical Engineering. This course was not previously presented to the committee.	TBD
MECE 6318 Intermediate Biomaterials	New Course	This course is being reactivated for the Biomedical Engineering MS.	TBD
MANE 6355 Design for Manufacture	New Course	This course is being reactivated for the Biomedical Engineering MS. This course has been approved by the Manufacturing Department Chair to be reactivated.	TBD
Biomedical Engineering (MS)	New Program	This new program requires approval from UTS, THECB, and SACSCOC.	TBD

Motion to approve: Wanrong Hou

Second: Kimberly Selber and Helene Krouse

Motion Passes

Notes: This program is only in person in Edinburg unless there is a need to go to other campuses. This program will not be offered online. MANE is not part of the mechanical engineering department, and this is due to the interdisciplinary aspect of the program since the consent would be the same. The leveling courses are the 6420, 6422, 6424 for students who do not have an engineering background. Each leveling course is specialized for the clusters of courses in the electives. The leveling requirements will be determined by the admission committee of the program.

Graduate Committee Meeting

Agenda

AY 2021-2022

Meeting Time 10:00 am – 12:00 pm

b) College of Education and P-16 Integration

i) Department of Organization and School Leadership – **Presenter: Federico Guerra**

(1) New course, New Program

Name	Type	Comment	Effective Year
EDHE 6301 Research Methodologies in Higher Education	New Course	This is a new course for the MS in Higher Education Administration.	TBD
EDHE 6302 Organizational Theory in Higher Education	New Course	This is a new course for the MS in Higher Education Administration.	TBD
EDHE 6303 Critical Issues in Higher Education	New Course	This is a new course for the MS in Higher Education Administration.	TBD
EDHE 6305 Organizational Ethics	New Course	This is a new course for the MS in Higher Education Administration.	TBD
EDHE 6304 College Student Development: Theory and Practice	New Course	This is a new course for the MS in Higher Education Administration.	TBD
EDHE 6306 Student Affairs in Higher Education	New Course	This is a new course for the MS in Higher Education Administration.	TBD
EDHE 6307 Access and Equity in Higher Education	New Course	This is a new course for the MS in Higher Education Administration.	TBD
EDHE 6308 Strategic Talent Development in Higher Education	New Course	This is a new course for the MS in Higher Education Administration.	TBD
EDHE 6309 Budgeting and Finance in Higher Education	New Course	This is a new course for the MS in Higher Education Administration.	TBD
EDHE 6310 Practicum	New Course	This is a new course for the MS in Higher Education Administration.	TBD

Graduate Committee Meeting

Agenda

AY 2021-2022

Meeting Time 10:00 am – 12:00 pm

Higher Education Administration - Accelerated Online Program (MS)	New Program	This program requires UTS, THECB, and SACSCOC approval.	TBD
---	-------------	--	------------

Motion to approve: Mataz Alcoutlabi

Second: Kimberly Selber and Lilia Fuentes

Motion passes

Notes: This is going to be an AOP program. Will update the program form. The department is in the process of blueprinting the courses. Does the program need additional external approval if the program is online? There is additional component to submit to UTS and THECB for distance education. SACSCOC will only require a notification that it will be an online program. Will this program only be internal, or will it be advertised to the public? The first cohort would be for UTRGV employees, but the end goal would be to open it to the general public. This program would also be a feeder for the EdD in Higher Administration. This program is an initiative required by President Bailey for UTRGV employees.

c) College of Education and P-16 Integration

i) Department of Human Development and School Services – **Presenter: Nancy Razo**

(1) Change Program

Name	Type	Comment	Effective Year
School Psychology (MA)	Change Program	There is an addition of Progression Requirements. These requirements are the Three C Rule and the F Rule. The program will keep track of the Three C Rule. The Graduate College will send reports for the F rule to the program.	22 - 23

Motion to approve: Wanrong Hou

Second: Kimberly Selber and Lilia Fuentes

Motion Passes

Notes:

d) College of Business and Entrepreneurship

i) Department of Management – **Presenter: Akinloye Akindayomi**

(1) Change Program

Name	Type	Comment	Effective Year
Business Administration (MBA)	Change Program	There are changes to the admission requirements. Changes include the following: (1)	22 - 23

Graduate Committee Meeting

Agenda

AY 2021-2022

Meeting Time 10:00 am – 12:00 pm



		Adding Pre-MBA certificate as a path to admission if completed with 3.0 and no grades of C. (2) Application must include official transcripts. (3) Removing the letters of recommendation.	
<u>Business Administration (MBA) - Accelerated Online Program</u>	Change Program	There are changes to the admission requirements. Changes include the following: (1) Adding Pre-MBA certificate as a path to admission if completed with 3.0 and no grades of C. (2) Application must include official transcripts. (3) Removing the letters of recommendation.	22 - 23
<u>Business Administration with a Specialization in Accounting (MBA)</u>	Change Program	There are changes to the admission requirements. Changes include the following: (1) Adding Pre-MBA certificate as a path to admission if completed with 3.0 and no grades of C. (2) Application must include official transcripts. (3) Removing the letters of recommendation.	22 - 23
<u>Business Administration with a Specialization in Accounting (MBA) - Accelerated Online Program</u>	Change Program	There are changes to the admission requirements. Changes include the following: (1) Adding Pre-MBA certificate as a path to admission if completed with 3.0 and no grades of C. (2) Application must include official transcripts. (3) Removing the letters of recommendation.	22 - 23
<u>Business Administration with a Specialization in Business Analytics (MBA)</u>	Change Program	There are changes to the admission requirements. Changes include the following: (1) Adding Pre-MBA certificate as a path to admission if completed with 3.0 and no grades of C. (2) Application must include official transcripts. (3) Removing the letters of recommendation.	22 - 23
<u>Business Administration with a Specialization in Business Analytics (MBA) - Accelerated Online Program</u>	Change Program	There are changes to the admission requirements. Changes include the following: (1) Adding Pre-MBA certificate as a path to admission if completed with 3.0 and no grades of C. (2) Application must include official transcripts. (3) Removing the letters of recommendation.	22 - 23

Graduate Committee Meeting

Agenda

AY 2021-2022

Meeting Time 10:00 am – 12:00 pm

Business Administration with a Specialization in Entrepreneurship (MBA)	Change Program	There are changes to the admission requirements. Changes include the following: (1) Adding Pre-MBA certificate as a path to admission if completed with 3.0 and no grades of C. (2) Application must include official transcripts. (3) Removing the letters of recommendation.	22 - 23
Business Administration with a Specialization in Entrepreneurship (MBA) - Accelerated Online Program	Change Program	There are changes to the admission requirements. Changes include the following: (1) Adding Pre-MBA certificate as a path to admission if completed with 3.0 and no grades of C. (2) Application must include official transcripts. (3) Removing the letters of recommendation.	22 - 23
Business Administration with a Specialization in Financial Planning (MBA)	Change Program	There are changes to the admission requirements. Changes include the following: (1) Adding Pre-MBA certificate as a path to admission if completed with 3.0 and no grades of C. (2) Application must include official transcripts. (3) Removing the letters of recommendation.	22 - 23
Business Administration with a Specialization in Financial Planning (MBA) - Accelerated Online Program	Change Program	There are changes to the admission requirements. Changes include the following: (1) Adding Pre-MBA certificate as a path to admission if completed with 3.0 and no grades of C. (2) Application must include official transcripts. (3) Removing the letters of recommendation.	22 - 23
Business Administration with a Specialization in Health Care Administration (MBA)	Change Program	There are changes to the admission requirements. Changes include the following: (1) Adding Pre-MBA certificate as a path to admission if completed with 3.0 and no grades of C. (2) Application must include official transcripts. (3) Removing the letters of recommendation.	22 - 23
Business Administration with a Specialization in Health Care Administration (MBA) - Accelerated Online Program	Change Program	There are changes to the admission requirements. Changes include the following: (1) Adding Pre-MBA certificate as a path to admission if completed with 3.0 and no grades of C. (2) Application must include official	22 - 23

Graduate Committee Meeting

Agenda

AY 2021-2022

Meeting Time 10:00 am – 12:00 pm



		transcripts. (3) Removing the letters of recommendation.	
<u>Business Administration with a Specialization in International Trade (MBA)</u>	Change Program	There are changes to the admission requirements. Changes include the following: (1) Adding Pre-MBA certificate as a path to admission if completed with 3.0 and no grades of C. (2) Application must include official transcripts. (3) Removing the letters of recommendation.	22 - 23
<u>Business Administration with a Specialization in International Trade (MBA) - Accelerated Online Program</u>	Change Program	There are changes to the admission requirements. Changes include the following: (1) Adding Pre-MBA certificate as a path to admission if completed with 3.0 and no grades of C. (2) Application must include official transcripts. (3) Removing the letters of recommendation.	22 - 23
<u>Business Administration with a Specialization in Marketing (MBA)</u>	Change Program	There are changes to the admission requirements. Changes include the following: (1) Adding Pre-MBA certificate as a path to admission if completed with 3.0 and no grades of C. (2) Application must include official transcripts. (3) Removing the letters of recommendation.	22 - 23
<u>Business Administration with a Specialization in Marketing (MBA) - Accelerated Online Program</u>	Change Program	There are changes to the admission requirements. Changes include the following: (1) Adding Pre-MBA certificate as a path to admission if completed with 3.0 and no grades of C. (2) Application must include official transcripts. (3) Removing the letters of recommendation.	22 - 23
<u>Business Administration with a Specialization in Human Resource Management (MBA)</u>	Change Program	There are changes to the admission requirements. Changes include the following: (1) Adding Pre-MBA certificate as a path to admission if completed with 3.0 and no grades of C. (2) Application must include official transcripts. (3) Removing the letters of recommendation.	22 - 23
<u>Business Administration with a Specialization in Human Resource Management (MBA) -</u>	Change Program	There are changes to the admission requirements. Changes include the following: (1) Adding Pre-MBA certificate as a path to admission if completed with 3.0 and no grades of	22 - 23

Graduate Committee Meeting

Agenda

AY 2021-2022

Meeting Time 10:00 am – 12:00 pm



Accelerated Online Program		C. (2) Application must include official transcripts. (3) Removing the letters of recommendation.	
--	--	---	--

Motion to approve: Leyla Feize

Second: Mataz Alcoutlabi

Motion passes

Notes: They are removing the letters of recommendation because the program is not a capacity limited program. It will also help reduce time to approve applications for admission. The program will reach out to a student if the program needs additional information after reviewing the application. There are only three courses in the Pre-MBA program. If an applicant has lower GPA when applying for the MBA, they will request they take the Pre-MBA certificate and talk to the applicant to get additional information. The program doesn't want to deny a student admission. If a student applies to the MBA but needs to do the Pre-MBA certificate, the student will need to apply to the Pre-MBA certificate. Once the student completes the Pre-MBA certificate, the student will need to apply to the MBA again. When removing an admission requirement, the Graduate College requests that another requirement be added in its place to not reduce data points. This program already had enough data points that the removal of letters did not require a replacement.

e) College of Business and Entrepreneurship

i) Department of Management – Presenter: Akinloye Akindayomi

(1) Delete Program

Name	Type	Comment	Effective Year
Business Administration (MBA) in Spanish - Accelerated Online Program	Delete Program	This program is being deactivated due to lack of demand in the program. There are only 4 active students in the program with no new students.	22 - 23

Motion to approve: Leyla Feize

Second: Mataz Alcoutlabi

Motion Passes

Notes: Can the program be bilingual? It could be possible, but this program still will be discontinued. The department has been in consideration for the bilingual route. It should be noted that bilingual can be assumed to be English and any other language.

f) Graduate College

i) Policies – Presenter: Sandra Hansmann

Graduate Committee Meeting

Agenda

AY 2021-2022

Meeting Time 10:00 am – 12:00 pm

Name	Type	Comments	Effective Year
Admission Deferral	Revised Policy	The policy is unclear and doesn't indicate the length of deferrals or the number of times a student can defer.	22 - 23
Course Repeat	New Policy	The Graduate Catalog does not include this policy	22 - 23
Course Substitution	New Policy	The Graduate Catalog does not include this policy	22 - 23
Comprehensive Exam	New Policy	The Graduate Catalog does not include this policy	22 - 23

Motion to approve: Wanrong Hou

Second: Kimberly Selber

Motion Passes

Notes: Lilia Fuentes left the meeting at 10:55 am. She is back at 11:09 am.

Admission deferral – what are the reasons behind students deferring? Currently students don't need to give a reason, they only need to make the request. Some reason can be, but not limited to, acquiring a visa. Some request it for financial and medical reasons. The deferral forms are processed through Submittable. Why is the timeline for deferral one semester or 2 modules? This is due to the applicant be in a different cohort.

Course Repeat – In DegreeWorks, all the repeats will show up on the student's record. DegreeWorks will be pulling the information from Banner. Are we going to do something system wise for this to notify students in registration they aren't allowed to take the course if they have passed it with a C? There will be a meeting to discuss further in detail system wide. In degree works, it will pull up the highest grade, but this should not be able to happen at the graduate level. If the student is required to take the course again due to progression requirements, that should not impact the degree audit. The GPA should include all course work taken by the student. If a student gets an NC in a required course, they will be required to take the course again to get a letter grade. If the course is just an extension of a thesis or dissertation, they do not have to have a grade. Most extensions should be pass/no pass. S/U grades do not count in attempted hours and do not impact GPA.

Course Substitution – This does not apply to transfer course work for core requirements. Usually, Graduate College rarely sees a substitution for a required course, but when there is the course must be a b or better, and they must be the same hours. Sometimes courses will also have the same name or similar course work that can be substituted in the degree plan when transferring.

Graduate Committee Meeting

Agenda

AY 2021-2022

Meeting Time 10:00 am – 12:00 pm

Comprehensive Exam – do comp exams expire? We currently do not have it in the policy, but most UTS schools do have this in their policies. This policy will be updated next curriculum cycle to reflect this expiration. The expiration is usually 3 – 4 years in masters, 4 – 5 years in doctoral.

6) Announcements or Other Informational Items

- i) Vacancies coming up for AY 2022 – 2023
- ii) Draft Catalog Page Review
- iii) Updates to DegreeWorks
- iv) Course Inventory Implementation Steps and Timeline
- v) Next meeting – Fall 2022

7) Adjournment – 11:57 am

NEW COURSE REPEAT POLICY

CURRENT	PROPOSED
None	<p>Courses designated as “may be repeated for credit” in the catalog may be repeated. In repeatable courses, the GPA, attempted credit hours, and earned credit hours are counted.</p> <p>Required core courses in which a student has earned an F, NC, NP, or U must be repeated to meet program of study and degree requirements. Programs may require other courses, such as proscribed electives or general electives in which a student has earned an F, NC, NP, or U to be repeated.</p> <p>A student may not repeat an otherwise nonrepeatable course in which a grade of C or better was awarded, unless mandated by programmatic progression requirements.</p>

NEW COURSE SUBSTITUTION POLICY

CURRENT (A FORM ONLY, NOT CATALOGED)	PROPOSED
<p>None.</p> <p>The form states:</p> <p>Requests for substitution of requirements for graduation should be made judiciously. They are to be used to deal with the exceptions to official, printed requirements. Careful advisement and planning of course offerings can minimize the number of substitutions. In some cases, however, the substitution process is the only viable option for students. In order to make informed decisions that are consistent and fair for all students, we need a systematic process for the submission and review of requests.</p> <p>Below are the procedures we will follow to ensure some measure of both consistency and fairness in making decisions to approve or disapprove the requests.</p> <ol style="list-style-type: none"> 1. Use the form that is attached. 2. Attach a copy of the student's degree plan. Requests that do not include this item will not be reviewed and will be returned to the originating school or department as incomplete. This may result in delays for the student. 3. Beginning with the student's graduate program coordinator, approve the request and forward to the next level of review. <p>Disapproval of the request stops the process. Requests for substitution of courses in a student's degree plan require the approval of the school director or department chair and the dean of the college. Content of substituted courses must be consistent with approved degree/program requirements.</p>	<p>Course substitution is the process by which an alternate course may replace a required or proscribed course in a program of study, provided the substituted course meets the content, learning objectives, and/or spirit of the original course.</p> <p>Only letter grade courses may be substituted for letter grade course requirements, and courses must be of equal credit hours.</p> <p>Only courses in which the student earns or has earned a grade of B or better will be used as course substitutions.</p> <p>Students may not replace a core required course in which they have earned an F, NC, NP, or U grade with a substituted course.</p>

REVISED ADMISSION DEFERRAL POLICY

CURRENT	PROPOSED
<p data-bbox="203 394 771 541">https://utrgv.smartcatalogiq.com/en/2021-2022/2021-2022-Graduate-Catalog/Graduate-Admission-Policies/Application-Process</p> <p data-bbox="203 588 795 955">Official admission offers will be made only by the UTRGV Graduate College and are valid only for the semester or term requested on the application. Students who are accepted but do not attend the semester or module requested on the application must notify the graduate admissions office to request that their application be deferred to a future semester. Some graduate programs may have additional requirements for delayed enrollment and may require that the student reapply.</p>	<p data-bbox="820 394 1388 541">https://utrgv.smartcatalogiq.com/en/2021-2022/2021-2022-Graduate-Catalog/Graduate-Admission-Policies/Application-Process</p> <p data-bbox="820 588 1404 682">Official admission offers are made only by the UTRGV Graduate College and are valid only for the semester or module requested on the application.</p> <p data-bbox="820 724 1404 955">Students who are admitted but do not enroll in the semester or module of admission must reapply. Students who are admitted but determine they cannot attend in the semester or module of admission may request a one-time deferral of one semester or up to two modules within the same academic year.</p> <p data-bbox="820 997 1404 1092">Some graduate programs may have additional requirements for admission deferrals, may require students to reapply, or may not offer deferrals.</p>

REVISED COMPREHENSIVE EXAM POLICY

Item #4 under “Master’s Degree Requirements” of the Graduate Catalog **DELETE**

During or at the end of the student’s final semester of work, the student may be given a comprehensive written examination as required by the graduate degree program. Students must arrange comprehensive examinations with their adviser prior to graduation. **DELETE**

Current Catalog	Proposed Revision
<p>Comprehensive Exams and Other Degree Exit Options</p> <p>Students must be enrolled in the semester in which they complete their exit option. The comprehensive exam may not be scheduled prior to the student’s final semester of coursework or the student’s completion of required core courses. The purpose of the comprehensive exam is to evaluate the student’s mastery of the field(s) of study. The method and procedure for examination must be specified on the student’s program of study. The academic department prepares, administers and grades the comprehensive exam. The Graduate College notifies students when they have been cleared to take the exam and informs exam takers of the results.</p> <p>Results of the comprehensive exam will be one of the following:</p> <ul style="list-style-type: none"> • PASS with recommendation that candidate be cleared to receive the degree • FAIL stipulating conditions that must be met before the candidate is eligible to take the exam a second time. <p>Colleges/programs will determine the policy regarding repeating the comprehensive exam or exit options in the event of a failing grade.</p> <p>A review period of not less than 90 days or more than 1 year after the student is notified of the results of the first exam is required before a second exam may be completed. Conditions for a second exam may be imposed by the faculty advisor or department chair. After retaking the exam and earning a second grade of FAIL, the program may make a recommendation that the candidate be dismissed from the program.</p>	<p>Masters Comprehensive Exams and Other Degree Exit Options</p> <p>The purpose of the comprehensive exam is to evaluate the student’s mastery of their field(s) of study. The academic program prepares, administers, and grades the comprehensive exam according to their policies, procedures, and discipline-specific requirements and norms.</p> <p>The methods, policies, and procedures for examination and, if applicable, reexamination in the event of a non-passing grade, must be published in the student’s program of study, handbook, student policies manual, website, or other readily available document.</p> <p>Students must be enrolled in the semester or module in which they complete their Comprehensive Exam, which should be scheduled between the first class day and no less than 7 days prior to the last class day of a given semester or module. Students must also be enrolled for any subsequent reexaminations or alternate exit option.</p> <p>The Graduate College notifies students when they have been cleared to take the exam and informs exam takers of the results. DELETE</p>

