

**Graduate Council  
Minutes  
November 3, 2021  
8:00 am – 8:45 am - Teams**

Graduate Council Members in Attendance: Mia Kang, Doug Gardner, Natalie Grecu, Sunny Chen, Jonathan Westover, Jingpeng Tang, Nancy Steele-Makasci, Jim Bailey

Graduate Council approved the minutes for October 6, 2021.

**Policy 524 – Graduate Program Credit and Graduation Requirements**

It has been 5 years since this policy was amended, so it is time to review it. Graduate Council shared the following recommendations for improvements for this policy during the meeting:

1. Section 3.2 – Change the definition of a graduate student. Some types of graduate programs do not require students to have a bachelor's degree to be admitted. This occurs in some health care fields.
2. Section 4.1.1 – Clarification needed on which faculty develop curriculum and graduation requirements. This section should refer to the proposed graduate program policy which provides more specific guidance on this area.

**Graduate Admission Appeals**

For graduate admission appeals, the Graduate Council now requires graduate programs sending an admissions appeal to the Graduate Council Appeals Committee to include a letter/memorandum from the graduate program's faculty academic director specifically stating that the graduate program's faculty committee is supportive of the appeal. The letter should specify the specific extraordinary circumstances that the Graduate Council Appeals Committee should consider when considering whether to approve exceptions to minimum university graduate admissions requirements.