

**Graduate Council
Minutes of April 19, 2016**

Dr. Richardson called the meeting to order at 11:00 a.m. In attendance were Jill Cochran, Duane Inman, Leslie Marlow-Inman, Eliana Hirano, Andrew Bressette, Bryce Durbin, John Grout, Sherre Harrington, Brett Kennedy, Jacqueline McDowell, Nancy Mercer, Elise Masciantonio (EDU Grad. Student)

The minutes of December 10 were approved by voice vote.

Old Business

Non-degree Graduate Catalog policy proposal

Dr. Richardson reintroduced the proposed revisions to catalog policy relating to non-degree graduate students. The changes would increase flexibility for students to take courses as non-degree students beyond the 9-hours previously indicated, by permission.

Discussion: Dean McDowell commented about the “conversion” class for students who previously had coursework at another institution. It is a one-hour course. Dr. Richardson requested that the change be approved effective in the 2016-17 catalog.

Proposal *approved by voice vote*.

New Business:

Graduate Catalog Update

Dean McDowell brought a graduate catalog change proposal for consideration. Dr. Richardson recommended that first reading be waived.

First reading requirement was *waived by voice vote*.

Dean McDowell commented that the proposal submits new language for the acceptable number of hours allowed for transfer work into the Graduate Education programs. See attached proposal for details. Dr. Bressette indicated that this language would correct inconsistencies within the transfer policy in preparation for SACS. It outlines the process behind how transfer credit is awarded within the graduate programs.

Proposal *approval by voice vote*. To be included in the 2016-17 Graduate Catalog.

Graduate Commencement reminder

Dr. Richardson reminded the Council of the upcoming Graduate student commencement ceremony in the College Chapel on the evening of May 6. Graduation practice will be at 6 PM (students report at 5:45) and the ceremony will be at 7 PM.

Chair: Kathy Brittain Richardson

Secretary: Bryce E. Durbin

Graduate Education proposed catalog language change – Transfer Credit

General Admission Section - Current Transfer Credit Catalog Language

Transfer credit is not awarded for prior experiential learning, nor is credit awarded for graduate work that is not applicable to the degree program. For graduate education a maximum of three courses (two courses for M.B.A.) or nine semester hours (six hours for M.B.A.) of graduate transfer credit for which the student has earned a grade of "B" or better may be applied to the appropriate graduate program. Transcripts received by the admissions office will be forwarded to the appropriate graduate office for evaluation before the student is admitted. Decisions regarding transfer credit awarded are made within each graduate program according to the policies approved by their graduate faculty. The registrar will be notified of all transfer credit approved by the graduate program

Graduate Education Programs section

Transfer Candidates

Candidates transferring to the Berry College graduate programs in education must submit a transfer-student recommendation form that has been completed by the program director or appropriate dean of the previous institution. The form must be submitted as a confidential form in a sealed envelope with the recommender's signature across the seal. The recommendation forms are available in the Office of Graduate Studies in Education.

□□ Three hours of graduate-education elective credit may be earned by a student providing an American Council on Education transcript demonstrating the student has attempted or completed the National Board for Professional Teaching Standards. All other conditions for acceptance of transfer credit and the procedures for transferring credit are explained on page 15.

Proposed Catalog Language Specific to Graduate Education Programs:

Candidates transferring credit to the Berry College graduate programs in education must submit a transfer-student recommendation form. The graduate education curriculum committee may grant transfer credit for appropriate graduate-level course work completed at other accredited institutions. Berry College will allow a maximum of three 3-semester-hour courses, for a total of 9 semester hours (typically three 3-semester-hour courses) in the M.Ed., M.A.T. and Ed.S Curriculum and Instruction programs. Transfer credit is not granted for the following courses:

M.Ed./M.A.T

EDU 602 Action Research I

EDU 626 Action Research II

Ed.S. Curriculum and Instruction

EDU 705 Applied Action Research I

EDU 715 Applied Action Research II

EDU 717 Applied Action Research III

The graduate education committee may grant transfer credit for appropriate graduate-level course work completed at other accredited institutions to a maximum of one 3-semester-hour course, for a total of 3 semester hours in the M.Ed. and Ed.S. Educational Leadership programs. Transfer credit is not granted for the following courses:

M.Ed. Educational Leadership

EDU 686 Residency I

EDU 689 Residency II

Ed.S. Educational Leadership

EDU 741 Supervised Residency I

EDU 742 Supervised Residency II

EDU 743 Supervised Residency III

EDU 744- Supervised Residency IV

All other conditions for acceptance of transfer credit and the procedures for transferring credit are explained on page 15.