

## **Graduate Council**

### **Agenda**

March 15, 2022

#### **I. New Business:**

Approval of minutes from the 1-18-22 meeting

Charter School of Education & Human Sciences

Deletion of MAT in ECE & MG

#### **II. Old Business:**

Campbell School of Business

Proposal for aligning the Repeating Courses policy with the UG policy

*Next Meeting: Tuesday, 4/19/22 at 11 a.m.*

*Agenda items for the 4/19 meeting  
will be due on **Thursday, 4/14 by noon***

**Graduate Council**  
**Minutes of January 18, 2022**

Dr. Boyd called the meeting to order. In attendance were: Carolyn Stufft, Paula Englis, Basil Englis, Michelle Haney, Lawrence Baines, Bryce Durbin, Joyce Heames, Alan Hughes, Nancy Mercer, Monica Willingham, Naomi Lee (MBA student).

Minutes from November 16, 2021 were *approved*.

**New Business**

Proposal to change graduate course repeat policy

- Proposal to update the Graduate repeat policy to be more aligned with the undergraduate policy.

Discussion: Council members discussed whether there was a desire to allow only one course to be repeated. Dr. Haney asked if the language about repeating topics courses should be retained in the policy.

Dr. Boyd made suggestions about revising the policy text for clarity and commented that this would apply to all courses graded on an S/U grading scale as well.

Dr. Durbin spoke about the need to clarify the language in the Academic Probation & Suspension section relating to the section on repeating (next to last paragraph). Dean Hughes asked about the section of the Academic Probation and Suspension section relating to 3 “C” grades. Dr. Paula Englis suggested to remove the “3 C’s” requirement and just keep the 3.0 requirement?

Ms. Mercer discussed the reason for allowing one grade to be forgiven. Ms. Willingham commented that it would be difficult for students in the cohort model to retake a course.

Dr. Boyd recommended that we retain the first sentence of the current policy.

Dr. Baines commented that the policy would allow only one course over the entire graduate program, it would be more generous if we allowed to repeat if they earned a “C” as well. Dr. Paula Englis responded that we have such issues with course capacity, it might be worse if we had students who earned a “C” back in the course. Dr. Basil Englis, added that allowing more repeats introduces issues for instructors because of content and course activities.

Dr. Paula Englis commented that they would take this back to the committee and refine the language.

Dr. Durbin recommended that the language in different parts of the catalog agree and be sufficiently precise that we don’t have students who argue about the policy.

Graduate student representation on Graduate Council

Dean Heames asked if there would be an EDU representative on the Council? Dr. Boyd responded that they have challenges attending the meetings because they typically are working during the day. She agreed that one should be identified in case we need them to be a part of an appeals committee.

Next meeting TBD.

Chair: Mary Boyd

Secretary: Bryce Durbin

## Current Policy

From the graduate catalog at: <https://catalog.berry.edu/content.php?catoid=19&navoid=636>

## Repeating Courses

Certain graduate courses may contain language in the course description that allows students to repeat them for credit; however, most courses may not be taken more than once for credit. For determining the cumulative grade point average, all attempts in a course will be counted.

## Proposed Policy using UG policy as a guide

## Repeating Courses

*Beginning with the 2013 Berry College Catalog, the policy on repeating courses was changed to allow students the opportunity to replace the earlier course grade with the grade from the second attempt as described below. This change in policy applies to all students who repeat courses after June 1, 2013.*

Certain graduate courses may contain language in the course description that allows students to repeat them for credit; however, most courses may not be taken more than once for credit.

During the graduate degree program, a student may repeat ~~a one~~ course ~~if no credit was earned for the course on the first attempt.~~ ~~during their degree program.~~ ~~once.~~ Only the most recent grade will count toward the Berry College grade-point average; ~~no more than 15 credit hours of grades can be replaced in the Berry College grade-point average during a student's baccalaureate career.~~ ~~Students repeating a course remain subject to the Academic Probation and Suspension policy as outlined above.~~

Grades and credits earned at other institutions are used in the calculation of the *cumulative* grade-point average but are not used in the calculation of the *Berry College* grade-point average required to remain in good academic standing and meet financial aid Satisfactory Academic Progress requirements. Therefore, work repeated at another institution cannot be used to improve the *Berry College* grade-point average.

Students should refer to the Financial Aid section of the college catalog for details regarding a student's ability to use financial aid to pay for repeated coursework.

From the Graduate Catalog:

<https://catalog.berry.edu/content.php?catoid=19&navoid=636>

## Academic Probation and Suspension

A degree-seeking student with a cumulative grade-point average in Berry College graduate course work below 3.0 will be placed on probation. Probation is a warning that results when a student's record calls into question his or her long-range chances for academic success and eventual graduation from the program. A student placed on probation may, with the approval of the director of the pertinent program, enroll in a maximum of two additional courses in an effort to attain the 3.0 average requirement. If the grade-point average requirement remains unfulfilled after the completion of the additional course(s), the student may be permanently suspended from the college for academic reasons.

Regardless of cumulative average and/or total number of hours earned, a student may be suspended and/or denied graduation when any of the following combinations of grades is earned: (1) three C's; (2) two C's and one F; or (3) two F's. All grades earned in graduate course work at Berry College, including both grades in the case of a repeated course, are used in determining whether any of the above combinations of grades has been earned.

If a grade of F is earned in a required course, that course must be repeated. If a grade of F is earned in an elective course, either that course may be repeated or another elective course may be completed. ~~A course may be repeated only once.~~ During the graduate degree program, only one course may be repeated. Only the most recent grade will count toward the Berry College grade-point average; however, the previous grade remains recorded on the transcript.

A student who is suspended from any graduate program for any of the reasons stated above is not eligible to resume work in the same program at a later date.