GRADUATE PROGRAM SUBCOMMITTEE
Minutes of Meeting #3
Friday, November 21, 2008 EMS E250
12:00 p.m.

Present: Professors Amano (Chair), Abu-Zahra, Armstrong, Boyland, Pillai, Ying, Seifoddini (IND), Perez (ex officio), Betty Warras (Recording Secretary)
Excused: Professors Helwany and Petering; Associate Dean Yu

Professor Amano called the meeting to order at 12:05 p.m.

I. Announcements – None

II. Automatic Consent Business – Minutes from Meeting #2 – October 17, 2008 – Approved as written

III. Old Business – Discussion regarding current QE guidelines which will remain in place for the Spring 2009 QE; Changes to the QE will be considered effective after Spring 2009

IV. New Business – Policy on PhD Qualifying Exam
   A. Offering per year – After discussion, Motion was presented (Armstrong/Pillai) Change QE frequency to once per year. Voice vote – Motion failed. QE remains a twice yearly offering
      Timing of exam – After discussion, Motion was presented (Armstrong/Boyland) that the issue be brought to the CEAS faculty by way of written resolution. Three options will be presented:
      1. Schedule QE Thursday/Friday prior to the beginning of classes
      2. Schedule QE Thursday/Friday at the end of the 2nd week of classes
      3. Leave as it is currently offered – Thursday/Friday of the 11th week of the semester
      Motion passed. Rational for each will be written by three GPSC members and presented to the CEAS faculty for response.
   
   B. New QE Guidelines – Reviewed and proposed guidelines. Postponed to future GPSC meeting.
   
   C. Updated Department Guidelines for Web – Professor Amano requested that each GPSC member send him their department’s electronic version

V. Adjournment – 1:10 p.m.

Respectfully submitted,

Betty Warras, Recording Secretary