

FACULTY SENATE ISSUE FORM

Date Submitted:

Title of Issue (a short descriptive title)
Examination

Description of Issue:

The Graduate Administrators' Council (GAC) recommended changes to the Master's Examination section of the Graduate Catalog to clarify how to form exam committees and how to address exam retakes and clarify what happens if the exam is failed twice.

Rationale for Submission:

The suggested policy addresses issues raised by faculty and student confusion over how to form examination committees, how long can be taken between time one and time two administrations if the first attempt is failed, and to note that a second failure shall lead to dismissal from the program (to be consistent with doctoral candidacy policy)

A comprehensive written examination and/or oral examination, or its equivalent, is required under the non-thesis option and, depending on the program, may be required under the thesis option. The examination tests the

requirements of the major department and examining committee. A program may propose, through the appropriate examination with an equivalent requirement. Such equivalent requirements shall be approved by the dean of The Graduate School. For further information, the student should consult the section on requirements under each degree program.

The examining committee is appointed by the graduate program director with appropriate notification to the student. The examining committee is composed of a minimum of three members who may or may not be those who serve as advisors or members of the thesis committee. Members are expected to be certified for graduate instruction in the major department/school and college. The student should secure the signatures of the committee members and submit the proper comprehensive examination committee to the graduate

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