THE FACULTY SENATE
November 5, 1999

MEMORANDUM

TO: President Ray M. Bowen

SUBJECT: Approval of Policy for Preliminary Examination for Doctoral Students as Amended (FS.17.51)

At its regular meeting on October 11, 1999, the Faculty Senate approved the attached Suggested Amendments to Current Policy on Preliminary Examination for Doctoral Students from the Graduate Council with Faculty Senate revisions. We submit them to you for your approval.

Thank you for your time and consideration. Please inform me of your action on these recommendations.

[Signature]
Thomas E. Wehrly
Speaker, 1999-2000

Attachments

cc: Dr. Ronald G. Douglas, Executive Vice President & Provost
Dr. Janis P. Stout, Dean of Faculties & Associate Provost
Dr. J. Rick Giardino, Chair, Graduate Council
Ms. Linda F. Lacey, Director of Academic Support Services

Approved:

[Signature]
Ray M. Bowen, President

[Date] 12/6/99
December 6, 1999

Memo to: Dr. Thomas E. Wehrly

The attached has been approved and is returned for further handling.

Ray M. Bowen

cc: Dr. Ronald G. Douglas
    Dr. Janis P. Stout
    Dr. J. Rick Giardino
    Ms. Linda F. Lacey
REPORT OF GRADUATE COUNCIL MEETING
September 9, 1999

The Graduate Council at the September 9 meeting approved suggested amendments to current policy regarding preliminary examination for doctoral students.
SUGGESTED AMENDMENTS TO CURRENT POLICY
PRELIMINARY EXAMINATION FOR DOCTORAL STUDENTS

A preliminary examination is required of Ph.D. and Ed.D. students. The preliminary examination has a written portion and an oral portion. You must have current cumulative and degree plan GPR’s of at least 3.000 to be eligible for the exam. The preliminary examination in the D.Eng. program takes the form of an Advisory Committee review and approval of the D.Eng. Internship proposal plus any academic examinations required by the advisory committee.

The exam is given no earlier than a date when you are within approximately six credit hours of completion of the formal course work (i.e., all course work on the degree plan except 681, 684, 690, 691, and 692 courses) or no later than the semester following the completion of the formal course work on the degree plan.

The Office of Graduate Studies must approve the schedule of the preliminary examination. Formal announcement should be received in the Office of Graduate Studies at least ten working days prior to the date of the first written examination. The announcement should be in a memo with the date, time and location of both the written and oral parts of the exam. The committee chair and department head should sign the memo to certify your eligibility.

The committee chair will review with the student eligibility criteria to ensure the student is ready for the examination. The examination will then be scheduled with all members of the committee including the GCR. Once all portions of the examination are completed.

The examination must be completed within a length of time approved by the Office of Graduate Studies, usually not to exceed two weeks. All committee members including the GCR must be present at the oral portion of the examination. The chair will report the results of the examination in writing using the proper form within ten working days of the scheduled examination date to the Office of Graduate Studies. Note that this form requires the signatures of all committee members. Upon receiving the form the Office of Graduate Studies will verify that all eligibility requirements were met and, if so, record the results of the preliminary exam. If post-review of the exam by the OGS reveals that eligibility requirements were not met, then the student and the chair will be notified of necessary actions (such as repeating the exam) required to rectify any deficiencies.

After passing the required preliminary examination, you must complete all remaining requirements for the degree within four calendar years. Otherwise, you must repeat the examination.

If you fail the preliminary examination, there is no obligation for a re-examination. At their discretion, the advisory committee (with no more than one member dissenting) and the Office of Graduate Studies may allow one re-examination when adequate time has passed to allow you to address inadequacies emerging from the first examination (normally six months).

Eligibility requirements which cannot be waived include the following:

1) You must be registered for the semester during which you plan to take either the preliminary or the final examination (or in which any portion of the exam may fall).

2) You must have an approved degree plan on file with the Office of Graduate Studies.

3) You must have cumulative GPRs of 3.000 or above.

4) You must have a degree plan GPR of 3.000 or above.

5) You must have satisfied English language proficiency requirements (non-native English).

6) All committee members, except GCR, have scheduled or waived the written portion and agreed to attend the oral portion of the exam or have found a substitute. Only one substitute is allowed and it cannot be the chair.

7) The GCR has agreed to attend the oral portion of the exam or found a substitute.
PRELIMINARY EXAMINATION CHECKLIST

The student is responsible for completing this checklist before the preliminary exam is scheduled. This checklist must accompany the report of the exam results (using the Office of Graduate Studies (OGS) form, "Report of Preliminary Exam"). The student should initial each appropriate blank indicating that the specified criterion has been satisfied, or where appropriate, been waived. Failure to satisfy the listed criteria will result in the given exam being disallowed in which case it will need to be retaken.

Student's Signature: ___________________________  ID #: __________________
Typed Name: ___________________________

1. Registered for semester or 5-week term during which the exam occurs. (If the entire exam is between semesters, then the student must have been registered for the proceeding term.)

2. An approved degree plan is on file with the OGS.

3. GPR over all eligible courses since beginning graduate work at Texas A&M is greater than or equal to 3.000 as given on SIMS screen 681. (Includes 300 and 400 level courses taken while in a graduate program but does not include transfer courses.)

4. Overall GPR over all courses on the degree plan (excluding transfer courses) is greater than or equal to 3.000 as given on SIMS screen 681.

5. Non-US Citizen whose native language is not English must have satisfied at least one of the following: (a) a TOEFL score of at least 550 paper based/213 computer based, (b) a GRE-verbal score of at least 400, (c) a GMAT-verbal score of at least 22, (d) satisfactorily passed or waived all portions of the ELPE, or (e) obtained an OGS waiver.

6. All committee members, except GCR, have scheduled or waived the written portion and agreed to attend the oral portion of the exam or found a substitute. Only one substitute is allowed and it cannot be for the Chair.

7. The GCR has agreed to attend the oral portion of the exam or found a substitute.

Signature of GCR: _______________________

8. At the end of the semester in which the exam is given, there are no more than 6 hours of course work remaining on degree plan. (Does not include 691s)

If no, waiver approved by Department Head:

9. The time span from the first written to the oral is approximately two no more than three weeks. In cases of department-wide written examinations, this criterion is ignored.

If no, waiver approved by Department Head:

Approved:

Name: ___________________________  Name: ___________________________  Date: ______________
Advisory Committee Chair  Department Head

Approved by the Graduate Council on September 9, 1999
Approved by the Faculty Senate on October 11, 1999
Tom,

I've gone over this document and also checked with Joanna Gibson, Director of our Writing Programs Office. The only thing I found was in #6 of the "Eligibility requirements" (bottom of first page), in which "has" should be changed to "have", -- ie,

current reading:
6. All committee members, except GCG . . . or *has found a substitute.

corrected reading:
6. All committee members, except GCG . . . or *have found a substitute.

The rest seems OK. No need to worry about the passive constructions—they seem appropriate here.

--Maura Ives
MEMORANDUM

TO: President Ray M. Bowen

SUBJECT: Correction to Faculty Senate Item

On November 5, 1999, the Faculty Senate sent you an item entitled “Approval of Policy for Preliminary Examination for Doctoral Students as Amended (FS.17.51). Unfortunately, it appears that there was an editorial mistake in that document.

Dr. John R. Giardino, Executive Director of the Office of Graduate Studies, has brought to our attention (see attached) that a certain portion of the policy should have been struck through. This portion was struck through and passed by the Graduate Council and subsequently voted on as such by the Faculty Senate, but during the transcription of the minutes, this portion was not struck through on the version sent for your approval. Because this is an editorial mistake and the Senate voted on the correct version, with your approval, I suggest that we simply notify the Graduate Council to follow the policy with the struck-through portion included.

Thank for your attention and consideration.

Robert Strawser
Speaker 2000-2001

cc. Ronald G. Douglas
    John R. Giardino
    Thomas E. Wehrly

Attachment
FACULTY SENATE MEETING

October 11, 1999
3:15 p.m., 601 Rudder Tower

MINUTES

5th Meeting of the 17th Session


Douglas, Goldman, D. Kaplan, Minyard, Stout, Van Riper.


Call to Order

The fifth meeting of the 17th Session of the Faculty Senate of Texas A&M University was called to order at 3:20 pm in 601 Rudder by Speaker Thomas Wehrly, Victor Willson, Secretary.

Presentation by Provost Douglas

Provost Douglas presented a progress report on the strategic plan (SP) for TAMU adopted December, 1997. Last year he discussed implementation of the concepts proposed through formation of committees to address each element. Last summer reports were received from most committees formed to implement the recommendations of the SP.

• Challenging and rewarding worklife for faculty: Additional funding for the current budget year provided a 6% merit increase for faculty. For next year there is an intent to have a raise pool, not yet clearly established by the state. Better administrative accountability was also an issue that is being implemented through evaluation procedures.

• Graduate studies and graduate student improvement: A tuition payment pool is being developed to attract good students. Graduate program review is also part of the implementation. Recruitment is largely a departmental function while GradTrack is being implemented to deal with paperwork and monitoring of the application process. Graduate student social security deductions will be eliminated as of January 2000. Regarding graduate resources, the library received $1 million one time funds, and additional funds being developed to continue the support.

• Vitality through diversity: Funds were set aside for senior minority hires, but the program was stopped
due to a legal decision. That emphasis remains. The Deans' plan for recruitment is in force, and last year's hires show improvement. Regarding student recruitment, additional recruiting activities are being promoted, particularly through the Research Foundation, targeting Houston high schools, especially with the Century Scholars' Program. A Bryan/College Station outreach center will also be opened, and new ones are planned for other areas, such as Corpus Christi and Laredo, with more possible in the future.

- Interdisciplinary initiatives: Two new initiatives in have been begun with $250,000 for each. An NMR center is to be developed as well as a microscopy center. Technology for classrooms has received $1 million. The Bush School received State funding. Race and Ethnic Studies received space in Blocker. Another initiative will look at freshman non-attendees. Private giving has been especially notable. The Bright Chair Matching Program has resulted in 29 chairs being developed with another just about in place. The Bright Scholarship Program with $5 million was quickly matched. The next capital campaign is being planned, and will involve faculty and colleges in planning. About one half million dollars has been targeted for MA's using distance education. Additional funds are also supporting studies abroad and international studies foci.

- Curriculum and resources: Planning for mismatch between college needs and resources is underway and has already addressed the Colleges of Business and Engineering difficulties. As was noted earlier, SIMS and GradTrack revisions are under development. Major Internet changes are being planned nationally, and TAMU will participate to ensure it has a role in delivery of information. In particular links to Houston connections will be important.

- Advising changes are being examined: Student Life Committee has initiatives related to alcohol abuse and racial bias.

- Pay equity issue for staff: The administration is continuing to support increases, and the Faculty/Staff Dependent Scholarship Fund has been established.

- Strong college model: Programs developed in colleges and departments are to be the basis for strengthening the University. Resource allocation has been based on SP, and the administration will continue to use the SP as the basis for decision making. Not all committees have yet reported; e.g., Information Technology which is a large issue to examine. Alignment of the SP with Vision 2020 will be made, correcting inconsistencies. This will be sent to the colleges and other University units for examination. In two years a new SP will be developed. A report will be handed out at end of this meeting. Committee reports will be included in revisions to the current SP.

**Speaker Wehrly invited questions for the Provost**

**Wehrly:** When will the Senate see the new procedures for Graduate Program reviews?
**Douglas:** They will be sent to APC this week and to the Faculty Senate at same time.
**Wehrly:** Have you worked with the State Legislature to implement the SP?
**Douglas:** Mostly the focus has been local, but Vision 2020 will begin a broader effort.
**D. Kaplan:** What is the status of minority faculty hires?
**Douglas:** New hires included 5% each of African American and Hispanic professors.
**D. Kaplan:** Is the senior minority initiative available and are there guidelines? Can resources be used for recruitment?
**Douglas:** Dean Stout will write up procedures for use.
**D. Kaplan:** What is the status of the Dean's Plan, which is in the 5th year of five years? Will new goals be developed?
**Douglas:** The administration will provide a summary of results and conditions.
**D. Kaplan:** Can we get web address for reports?
**Douglas:** Yes, it will be provided.
**Starr:** Regarding Social Security contributions being eliminated for graduate students: Will they keep their part?
**Douglas:** Students will receive their contribution in their paycheck, the University or the State will keep their contribution, depending on source.
**Cassone:** Web course evaluations are disturbing without quality assurance of grade distributions. What is to be done about this?
Douglas: The whole issue of info on web is a question. The Faculty and Student Senates are being asked to respond positively concerning pedagogy rather than simply about evaluations.

Lara-Alecio: What is the policy concerning chairs for Hispanic and African American faculty over the next five years?

Douglas: There is no specific policy, but we try to use chairs effectively to promote diversity. Colleges differ in how they treat chairs and professorships. The question of effective use of chairs is being raised.

Smith: What is the relationship between Blinn and TAMU? This has rapidly evolved, and do we have a policy regarding this relationship.

Douglas: We did an assessment two years ago to determine the extent of TAMU students' use of Blinn; at that time 900 students were taking courses, which is not large. Some programs have relied on Blinn, especially for core requirements. AOC and others have reviewed this. There is a liaison at Blinn, since 1/3 to 1/2 of our transfers come from Blinn. We are discussing with Blinn strengthening courses and programs. The change in formula funding changes state and TAMU strategy toward increasing upper division students at TAMU. The California master plan is similar, pushing universities toward this model.

Speaker Comments

- The work of the Minority Conditions Subcommittee was recognized by the administration of Texas A&M University at the NAACP dinner on October 1, 1999 at Reed Arena, for its 15 years of work in addressing minority issues on the Texas A&M University Campus. The symbol of recognition presented to Minority Conditions Subcommittee Co-Chair Rick Carlson can be seen in the Faculty Senate Office. We would like to recognize the contributions of Ruth Schaffer, who has worked on the committee from its creation and has been responsible for compiling the data for the Minority Conditions Report each year). We appreciate the fine work the subcommittee members have done over the years.

- Congratulations to the following recipients of Association of Former Students College Level Teaching awards:
  - Senator Michael Greenwald, College of Liberal Arts
  - Senator Ken Kihm, College of Engineering
  - Senator Leonard Ponder, College of Education

- Pierce Cantrell has advised us that there will be a new enterprise class e-mail server that will be on-line by the end of the semester. The server is sized for 60,000 accounts and has raw disk storage size of 1 TB. The machines are redundant with automatic switch-over in case of hardware or software failure, the disk array has redundant controllers and mirrored disks for reliability, and each of the machines has redundant power supplies. Student e-mail accounts will be put on this machine, but it will also be available to faculty. The software will support features such as web-access to email, POP, IMAP, and class roster mailings. We are still in the talking stage about the quota size for each person, but we have talked about 10 MB initially. Faculty will be able to get their quota raised, as they can now, by contacting Ginny Hughlett at CIS at 845-7223 or Ginny-Hughlett@cse-gw.tamu.edu.

- Experimental implementation of time schedule change for Bush West classes will be done in Fall 2000 and Spring 2001.

- Field of Study Advisory Committee nominations were forwarded to THECB by the Provost.

- Dan Lineberger will be the Faculty Senate representative on the new Distance Education Advisory Committee.

- The new title Graduate Assistant Lecturer (GAL) has been approved by the President. This title is to be used to distinguish permanent lecturers from graduate student lecturers for purposes of head count used in various national surveys and rankings of universities, reducing the apparent ratio of graduate student instructors to permanent faculty.

- President Bowen has approved the following Faculty Senate items:
  - From 07/12/99 meeting:
    - Joint Doctor of Education degree in Agricultural Education via Distance Education.
From 09/13/99 meeting:
  Reinstatement of B.S. in Biology
  Post-doctorates taking graduate courses in non-degree status need not be verified for ELP
  Graduate curriculum items

• In addition to the Speaker's regular monthly meetings with the President, the Provost, and the Dean of Faculties, the following meetings were held to discuss faculty issues: EC with the President and Provost on 09/08/99, officers with Dean Heath on 09/22/99, EC with Regent Stevens on 09/27/99, and the Speaker with the new Core Curriculum Implementation Advisory Committee at its initial meeting on 10/08/99.

Minutes

The minutes of the September 13, 1999, Faculty Senate Meeting were approved as distributed. **FS.17.43**

Consent Agenda

• Changing March Faculty Senate meeting to March 20, 2000. **FS.17.44**

• Graduate Council recommendations were approved as distributed. **FS.17.45**
  • New courses: COSC 690, CNG 629
  • Course changes: WFSC 629

• University Curriculum Committee recommendations were approved as distributed. **FS.17.46**
  • Course changes: LAND 255

Reports from Reporting Committees

• Graduate Council
  • The GC moved to approve the Cooperative Doctor of Philosophy in Horticulture to be offered by Texas A&M University and Texas A&M University-Kingsville. The motion passed. **FS.17.47**.
  
  • The Graduate Council's recommendation was presented on amendments to current policy regarding preliminary examination for doctoral students. Amoss moved an Amendment: Para 2: addition "or later than the semester following the completion of the formal coursework on the degree plan." This brackets the time frame for prelim. Seconded.

Discussion

Carlson: Why do we have this? Why not let student and committee determine? I would like to strike this section.

Harding: Who is harmed when this is not completed? Some dissertations have no formal coursework. What would happen?

Amoss: The amendment and section would not apply at all in that case.

Feldman: Previously there was such a requirement. It was removed since it was commonly violated; the student's committee should have control.

Former Senator Wylie asked to comment: The amendment addresses existing policy, not proposed changes. The violation most commonly noted was scheduling exams prior to a six-hour time frame. GC assumed the student's committee has the best sense of timing. Late prelims have not been a problem. The checklist addresses most of the issues related to scheduling.

Smith: I support the amendment, which may solve some problems, but grammatically the section needs to be in the active voice regarding scheduling. Amendment passed. **FS.17.48**

Amoss moved an amendment: Add section 8 under eligibility requirements: The penultimate draft
of the research proposal (where appropriate) with all of the pertinent compliance forms (IRB, ULAC, etc.) must be submitted for review by the committee at the time of the examination. Seconded by Stadelmann.

Discussion

Feldman: I oppose tying the exam to the proposal. In engineering, the prelim is done first, then the proposal later. This will change the process within departments which vary greatly.
Swearingen: I also would not want to tie the exam to the proposal meeting.
Robertson: I also support the previous speaker, as there is great variance in department policies.
Amoss: The problem in Biology is one of Graduate Office approval for research already conducted.
D. Kaplan: I recommend that wording be changed to "may be submitted."
Cassone: Research should not be conducted prior to proposal.
Feldman: Prelims and proposal are separate. They should not be joined.

The amendment failed.

Stout suggested an editorial change: "has found."

Starr: I have a concern about checklist issue #9. "Approximately" is problematic and should be struck. He moved an amendment: The oral is "no more than three weeks." Seconded. The amendment passed. FS.17.49

Original twice amended motion was then considered

Luttbeg: What is the difference for department-wide exams? 
Wehrly: It produces a crush of exams at one time.
Stadelmann: "ignored" should be replaced by a different term.
Carlson: I make a motion to send the Graduate Council's recommendation back to committee for proper English usage and voice. Seconded by Greenwald.
Wylie: Graduate Council will not be enthused about return after long consideration.
Stadelmann: We can approve with proviso that a professional grammarian make appropriate syntax changes.

Carlson: I withdraw my amendment, second concurs; requires unanimous consent. The motion passed. FS.17.50

Continuation of discussion of amended motion: None. Amended motion passed. FS.17.51

SUGGESTED AMENDMENTS TO CURRENT POLICY
PRELIMINARY EXAMINATION FOR DOCTORAL STUDENTS

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The exam is given no earlier than a date when you are within approximately six credit hours of completion of the formal course work (i.e., all course work on the degree plan except 681, 684, 690, 691, and 692 courses) or no later than the semester following the completion of the formal course work on the degree plan.

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The committee chair will review with the student eligibility criteria to ensure the student is ready
for the examination. The examination will then be scheduled with all members of the committee including the GCR. Once all portions of the examination are completed.

The examination must be completed within a length of time approved by the Office of Graduate Studies, usually not to exceed two weeks. All committee members including the GCR must be present at the oral portion of the examination. The chair will report the results of the examination in writing using the proper form within ten working days of the scheduled examination date to the Office of Graduate Studies. Note that this form requires the signatures of all committee members. Upon receiving the form the Office of Graduate Studies will verify that all eligibility requirements were met and, if so, record the results of the preliminary exam. If post-review of the exam by the OGS reveals that eligibility requirements were not met, then the student and the chair will be notified of necessary actions (such as repeating the exam) required to rectify any deficiencies.

After passing the required preliminary examination, you must complete all remaining requirements for the degree within four calendar years. Otherwise, you must repeat the examination.

If you fail the preliminary examination, there is no obligation for a re-examination. At their discretion, the advisory committee (with no more than one member dissenting) and the Office of Graduate Studies may allow one re-examination when adequate time has passed to allow you to address inadequacies emerging from the first examination (normally six months).

Eligibility requirements which cannot be waived include the following:
1. You must be registered for the semester during which you plan to take either the preliminary or the final examination (or in which any portion of the exam may fall).
2. You must have an approved degree plan on file with the Office of Graduate Studies.
3. You must have cumulative GPRs of 3.000 or above.
4. You must have a degree plan GPR of 3.000 or above.
5. You must have satisfied English language proficiency requirements (non-native English).
6. All committee members, except GCR, have scheduled or waived the written portion and agreed to attend the oral portion of the exam or has found a substitute. Only one substitute is allowed and it cannot be the chair.
7. The GCR has agreed to attend the oral portion of the exam or found a substitute.

PRELIMINARY EXAMINATION CHECKLIST

The student is responsible for completing this checklist before the preliminary exam is scheduled. This checklist must accompany the report of the exam results (using the Office of Graduate Studies (OGS) form, "Report of Preliminary Exam"). The student should initial each appropriate blank indicating that the specified criterion has been satisfied, or where appropriate, been waived. Failure to satisfy the listed criteria will result in the given exam being disallowed in which case it will need to be retaken.

Student's Signature: __________________________ ID # ________________________
Typed Name: __________________________________________________________________

1. _____ Registered for semester or 5-week term during which the exam occurs. (If the entire exam is between semesters, then the student must have been registered for the proceeding term.)

2. _____ An approved degree plan is on file with the OGS.

3. _____ GPR over all eligible courses since beginning graduate work at Texas A&M is greater than or equal to 3.000 as given on SIMS screen 681. (Includes 300 and 400 level courses taken while in a graduate program but does not include transfer courses.)

4. _____ Overall GPR over all courses on the degree plan (excluding transfer courses) is greater than or equal to 3.000 as given on SIMS screen 681.

5. _____ Non-US Citizen whose native language is not English must have satisfied at least one of the following: (a) a TOEFL score of at least 550 paper based/213 computer based, (b) a GRE-verbal score of at least 400, (c) a GMAT-verbal score of at least 22, (d) satisfactorily passed or waived all portions of the ELPE, or (e) obtained an OGS waiver.

6. _____ All committee members, except GCR, have scheduled or waived the written portion and agreed to attend the oral portion of the exam or found a substitute. Only one substitute is allowed and it cannot be for the Chair.

7. _____ The GCR has agreed to attend the oral portion of the exam or found a substitute.
Signature of GCR:

8. At the end of the semester in which the exam is given, there are no more than 6 hours of course work remaining on degree plan. (Does not include 691s)
If no, waiver approved by Department Head:

9. The time span from the first written to the oral is approximately two no more than three weeks. In cases of department-wide written examinations, this criterion is ignored.
If no, waiver approved by Department Head:

Approved:

Name: __________________________
Advisory Committee Chair

Name: __________________________
(Department Head)

Date __________________________

Reports from Standing Committees

• Academic Affairs

Senator Harding, Chair of Academic Affairs Committee, presented a recommendation moved by committee, seconded by Executive Committee, regarding Career Management/Professional Development courses. Harding moved to return to committee for review of courses, seconded. Motion passed. FS.17.52

• Executive Committee

Senator Carlson, EC Representative on the Core Curriculum Review Committee, presented the following recommendation, seconded by Executive Committee: Reinstatement of computer usage and foreign language requirement.

Discussion

Carlson: The requirement was dropped from the catalog, but there is no objection from Coordinating Board to reinstate a previously existing requirement. This is not a Core Curriculum requirement.
Cooke: Will a resolution act to put the requirement in the catalog?
Wehrly: A resolution is a recommendation to The President and would be placed in the catalog if approved.
Feldman: I suggest an editorial change, “college” before foreign language etc.
Cooke: Can we ask for professional wording for clarity?
Wehrly: The resolution provides sense of requirement but the administration would word it appropriately.
Associate Provost Weichold was asked to comment and noted that the sense is clear and will be appropriately communicated.

Question, Amoss, seconded, passed. FS.17.53 Motion passed. FS.17.54

Resolution for Reinstatement of Computer Usage and Foreign Language Requirement

Whereas, Foreign language and computer skills are important elements of education;

Whereas, Texas A&M's requirement that students enter the university with two years of foreign language and one year of computer skills courses taken in high school or take one year of a foreign language and a computer skills course at the college level is in fact an admission requirement that can be satisfied by courses taken in high school;

Whereas, The Texas Higher Education Coordinating Board has approved a similar requirement at Texas Tech University as a non-core requirement; therefore be it

Resolved, That the foreign language and computer skill requirements should be reinstated in the 123rd
edition university catalog for the academic year 2000-2001 as follows:

"Two years of the same foreign language and one year of computer skills credit from high school, or one year of foreign language, or credit by examination, and a one-semester computer skills course are required to graduate from Texas A&M University"

New Business

Stadelmann moved to place the report of the P&W Committee sent to the Executive Committee but not forwarded on the agenda of the regular October 1999 meeting of the Faculty Senate as a General Order, seconded by Greenwald. The motion passed. FS.17.55

Committee of the Whole

• Deputy Speaker Strawser reported on action items from previous issues.
  • The Distance Education PhD without residency: Sent to Academic Affairs.
  • Changing grades: Sent to Academic Affairs.
  • Status of Q-drop date: Joint AOC, Student Senate, AA will meet to present revised proposal.
  • Faculty can get additional e-mail resources, which is not a function of teaching level.
  • Response to CAFRT decision: Will discuss in November under P&W report previously voted to be reviewed.
  • Requirement for final exams: Academic Affairs will not pursue changes without specific recommendations. Planning committee will review general procedures and the right of faculty to give exams or not with respect to departmental policies.

• New items discussed were:
  • Need for grammarian
  • Proposition 17
  • President's role in faculty salary improvement
  • Grades and evaluations on the Web
  • Five Questions results

Adjourn

A motion to adjourn was made at 5:05 pm.

Respectfully submitted,
Victor L. Willson, Secretary
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After passing the required preliminary examination, you must complete all remaining requirements for the degree within four calendar years. Otherwise, you must repeat the examination.

If you fail the preliminary examination, there is no obligation for a re-examination. At their discretion, the advisory committee (with no more than one member dissenting) and the Office of Graduate Studies may allow one re-examination when adequate time has passed to allow you to address inadequacies emerging from the first examination (normally six months).

Eligibility requirements which cannot be waived include the following:

1) You must be registered for the semester during which you plan to take either the preliminary or the final examination (or in which any portion of the exam may fall).

2) You must have an approved degree plan on file with the Office of Graduate Studies.

3) You must have cumulative GPRs of 3.000 or above.

4) You must have a degree plan GPR of 3.000 or above.

5) You must have satisfied English language proficiency requirements (non-native English).

6) All committee members, except GCR, have scheduled or waived the written portion and agreed to attend the oral portion of the exam or have found a substitute. Only one substitute is allowed and it cannot be the chair.

7) The GCR has agreed to attend the oral portion of the exam or found a substitute.
PRELIMINARY EXAMINATION CHECKLIST

The student is responsible for completing this checklist before the preliminary exam is scheduled. This checklist must accompany the report of the exam results (using the Office of Graduate Studies (OGS) form, "Report of Preliminary Exam"). The student should initial each appropriate blank indicating that the specified criterion has been satisfied, or where appropriate, been waived. Failure to satisfy the listed criteria will result in the given exam being disallowed in which case it will need to be retaken.

Student's Signature: ________________________________  ID #: __________
Typed Name: ________________________________

1. Registered for semester or 5-week term during which the exam occurs. (If the entire exam is between semesters, then the student must have been registered for the proceeding term.)

2. An approved degree plan is on file with the OGS.

3. GPR over all eligible courses since beginning graduate work at Texas A&M is greater than or equal to 3.000 as given on SIMS screen 681. (Includes 300 and 400 level courses taken while in a graduate program but does not include transfer courses.)

4. Overall GPR over all courses on the degree plan (excluding transfer courses) is greater than or equal to 3.000 as given on SIMS screen 681.

5. Non-US Citizen whose native language is not English must have satisfied at least one of the following: (a) a TOEFL score of at least 550 paper based/213 computer based, (b) a GRE-verbal score of at least 400, (c) a GMAT-verbal score of at least 22, (d) satisfactorily passed or waived all portions of the ELPE, or (e) obtained an OGS waiver.

6. All committee members, except GCR, have scheduled or waived the written portion and agreed to attend the oral portion of the exam or found a substitute. Only one substitute is allowed and it cannot be for the Chair.

7. The GCR has agreed to attend the oral portion of the exam or found a substitute.

Signature of GCR: ________________

8. At the end of the semester in which the exam is given, there are no more than 6 hours of course work remaining on degree plan. (Does not include 691s)

If no, waiver approved by Department Head:

9. The time span from the first written to the oral is approximately two no more than three weeks. In cases of department-wide written examinations, this criterion is ignored.

If no, waiver approved by Department Head:

Approved:

Name: ________________________________  Name: ________________________________  Date __________
Advisory Committee Chair  Department Head

Approved by the Graduate Council on September 9, 1999
Approved by the Faculty Senate on October 11, 1999
THE FACULTY SENATE

July 13, 2000

MEMORANDUM

TO: President Ray M. Bowen

SUBJECT: Correction to Faculty Senate Item

On November 5, 1999, the Faculty Senate sent you an item entitled “Approval of Policy for Preliminary Examination for Doctoral Students as Amended (FS.17.51). Unfortunately, it appears that there was an editorial mistake in that document.

Dr. John R. Giardino, Executive Director of the Office of Graduate Studies, has brought to our attention (see attached) that a certain portion of the policy should have been struck through. This portion was struck through and passed by the Graduate Council and subsequently voted on as such by the Faculty Senate, but during the transcription of the minutes, this portion was not struck through on the version sent for your approval. Because this is an editorial mistake and the Senate voted on the correct version, with your approval, I suggest that we simply notify the Graduate Council to follow the policy with the struck-through portion included.

Thank for your attention and consideration.

Robert Strawser
Speaker 2000-2001

cc. Ronald G. Douglas
    John R. Giardino
    Thomas E. Wehrly

Attachment