The Graduate School
UNIVERSITY OF SOUTH CAROLINA

GRADUATE COUNCIL AGENDA

January 22, 2018

To: Graduate Council

Dr. Dirk den Ouden, Chair; Drs. Swann Adams, Drucilla Barker, Bobby Brame, Jr., Cathy Brant, Matthew Childs, Maks Chruszcz, Rick Creswick, Jean Ellis, Maryah Fram, Sali Li, Douglas Pittman, Konstantin Pollok, Tom Regan, Sirivatch Shimpalee, Collin Webster, Kellee White, Scott White, Matthew Owens, GSA Representative; Murray Mitchell (Secretary), Heather Brandt, Dale Moore (Graduate School: ex officio members).

CC: President Harris Pastides, Provost Joan Gabel, Dr. Tena Crews, Katie Sites, Deans, Department Chairs, Graduate Directors and Graduate Program Administrators

From: Dr. Cheryl Addy, Vice Provost and Dean of the Graduate School

The Graduate Council will meet on Monday, January 22, 2018 at 2:00 P.M. in the Byrnes Building, Room 311 with the following items on the agenda:

1. **Call to Order and Approval of Agenda** (Dirk den Ouden, Chair)

2. **Approval of the Minutes from December 11, 2017.** Approved actions by Graduate Council become effective 30 days after posting. A copy is available on The Graduate School website at: http://app.gradschool.sc.edu/gradcouncil/minutes.asp

3. **Report of the Chair** (Dirk den Ouden)

4. **Report of the Dean of Graduate School** (Cheryl Addy)

5. **Report of the Secretary of the Graduate Council** (Murray Mitchell)

6. **Report on Professional Development** (Heather Brandt)

7. **Report of the Graduate Student Association Representative** (Matthew Owens)

8. **Report of the Academic Policy and Practices Committee** (Maryah Fram)

9. **Report of the 500/600 Level Courses, Distance Education and Special Topics Courses** (Murray Mitchell)

   A listing of 500/600 Level Courses is presented to Council for informational purposes only.

None at this time

Distributed Learning Proposals

None at this time

Special Topics Courses

EDUC 632 (3) Promoting School Success in Homeless and other High Risk Students. (Spring 2018)
ENHS 793 (3) Environmental Nanoscience Laboratory (Spring 2018)
HSPM 791 (3) Comparative Health System-Case Study in India (Summer 2018)
HSPM 791 (3) Taiwan's Health System in Transition (Summer 2018)

10. **Associate Graduate Faculty Nominations** (Murray Mitchell)

    None at this time

11. **Fellowships and Scholarships Committee** (Scott White)

12. **Report of Science, Math, and Related Professional Programs Committee** (Rick Creswick)

    Below is a list of proposals reviewed by the Committee. Each curricular action can be viewed at this Public Agenda review site:

    https://www.sc.edu/programproposal/agenda/?id=39&code=GCO

    At this Public Agenda link, the individual proposals are not live-linked, but agenda items are listed in alphabetical order. To view the full proposals, GC members and Committee Chairs still need to go to the Committee Review site, and filter for "Committees", then for the "Committee" called "Added to Grad Council agenda."

    - **BMSC Major / Degree Program,** PhD in Biomedical Sciences**,** Medicine, Change to Existing Program: Fall 2019

13. **Report of the Humanities, Social Sciences, Education, and Related Professional Programs Committee** (Cathy Brant)

    Below is a list of proposals reviewed by the Committee. Each curricular action can be viewed at this Public Agenda review site:

    https://www.sc.edu/programproposal/agenda/?id=39&code=GCO

    At this Public Agenda link, the individual proposals are not live-linked, but agenda items are listed in alphabetical order. To view the full proposals, GC members and Committee Chairs still need to go to the Committee Review site, and filter for "Committees", then for the "Committee" called "Added to Grad

Council agenda."

- **IBUS 730** (3) Global Innovation and Industry Clusters, Business, NCP: Spring 2018
- **MKTG 717** (3) Marketing Spreadsheet Modeling, Business, CCP: Fall 2019

14. **Report of the Grievances, Appeals and Petitions Committee** (Swann Adams)

15. **Other Committee Reports**

16. **Old Business**
Return to discussion of language surrounding transfer credits. The changes highlighted in Yellow and Green were approved. The proposed passages highlighted in blue remain unresolved and in need of further consideration. See attachment.

17. **New Business**

18. **Good of the Order**

19. **Adjournment**

Certificate of Graduate Study and Specialist Requirements

Certificate Program of Study

A program of study is a list of courses that satisfy the requirements for the certificate. Every degree-seeking student, including students enrolled in a certificate program, must complete a program of study (POS) form approved and signed by student's academic advisor, and approved by the graduate director of the program that administers the certificate and the dean of the Graduate School. The signed POS is sent to the Graduate School and placed in the student's file. Credits may not be used on more than two degree programs of study. This formal agreement serves a number of purposes that benefit both the student and the University. It causes the student and advisor to engage in early planning with a specific goal in mind; it provides information on program requirements and for the planning of course offerings; it facilitates subsequent advisement; and it protects the student in the event of unexpected curriculum or faculty changes. The student must file a completed POS form prior to graduation. If necessary, an approved program of study can be modified with a Request for Program Adjustment (G-RPA) form.

Transfer Credit

Course work not part of a completed certificate program or graduate degree from USC or another institution may be transferred for credit toward a Certificate of Graduate Study or Specialist Degree. No more than 6 hours of credit may be transferred into graduate ~~certificate~~ programs of 12 to 17 hours; no more than 9 hours of credit may be transferred into graduate ~~certificate~~ programs of 18 or more hours. Only credits with grades of B or better (equivalent to 3.0 on a 4.0 grading scale) may be transferred from another institution into a Certificate or Specialist program.

Course work transferred for credit toward a Certificate of Graduate Study or Specialist Program must be from an accredited institution and must be no more than six years old at the time of graduation.

Course work transferred from another institution for credit toward a graduate certificate or specialist program must be relevant to the program and have course content and a level of instruction equivalent to that offered by the University's own graduate programs. Approval for acceptance of transfer credit to a student's program of study must be approved and justified by the student's academic department and submitted to the dean of the Graduate School for final approval on the request for transfer of academic credit (G-RTC) form.

Master's Degree Requirements

A Second Master's Degree from USC

When a student applies for a second master's degree from USC, e.g., Master of Arts following a Master of Science, or a Master of Arts following a Master of Education, the candidate must meet the requirements of the second degree in full. However, with approval of the program and the dean ~~Graduate Studies~~ of the Graduate School, up to 12 semester hours from the program of study of a previous USC graduate degree ~~or a master's degree awarded by another institution~~ may be applied toward the second USC degree. Students are advised to seek approval for the inclusion of hours from the previous degree before applying to a second master's degree program.

~~Concurrent Enrollment~~

~~Concurrent enrollment is when a student is admitted to and enrolled in two graduate programs at the same time. The University offers several formally approved Graduate Dual Degree Programs. Students wishing to concurrently enroll in two degree programs not formally approved as dual degree programs may do so with special permission of the graduate programs and the dean of the Graduate School. With the approval of the programs and the dean Graduate Studies, up to 12 credit hours may be shared on both programs of study, but programs may elect to allow less shared hours. However, if a student is concurrently enrolled in a master's and a doctoral program in the same discipline, the number of credit hours applicable from the master's program toward the doctoral program is limited to 9 hours.~~

Concurrent and Dual Enrollment Programs of Study

For dual degree and concurrent degree enrollment, students are required to submit an individual program of study for each degree program. Credits used for more than one degree may not be used on more than two degree programs of study. With approval of the program and the dean of the Graduate School, students concurrently enrolled may use no more than 12 credit hours that are common to all programs of study. However, if a student is concurrently enrolled in a master's and a doctoral program in the same discipline, the number of credit hours applicable from the master's program toward the doctoral program is limited to 9 hours. Programs may allow fewer than 12 shared hours or the 9 shared hours for the same discipline concurrent enrollment.

Transfer Credit

Course work not part of a completed certificate program or graduate degree from USC or another institution may be transferred for credit toward a master's degree. No more than 12 semester hours of graduate credit may be transferred into a master's program that requires 30-36 hours; no more than 15 semester hours of graduate credit may be transferred into a master's program that requires 37-45 hours; and no more than 18 semester hours of graduate credit may be transferred into a master's program that requires 46 or more semester hours. Only credits with grades of B or better (equivalent to 3.0 on a 4.0 grading scale) may be transferred from another institution into a

Master's degree program. Course work transferred for credit toward a Master's degree must be from an accredited institution and must be no more than six years old at the time of graduation.

Course work transferred from another institution must be relevant to the program and have course content and a level of instruction equivalent to that offered by the University's own graduate programs. Approval for acceptance of transfer credit to a student's program of study must be approved and justified by the student's academic program and submitted to the dean of the Graduate School for final approval on the Request for Transfer of Academic Credit (G-RTC) form. Transfer credit is not posted to the student's official academic transcript until the term of graduation.

Doctoral Degree Requirements

Concurrent Enrollment

Concurrent enrollment is when a student is admitted to and enrolled in two graduate programs at the same time. The University offers several formally approved Graduate Dual Degree Programs. Students wishing to concurrently enroll in two degree programs not formally approved as dual degree programs may do so with special permission of the graduate programs and the dean of The Graduate School. With the approval of the programs and the dean of The Graduate School, up to 12 credit hours may be shared on both programs of study, but programs may elect to allow less shared hours. However, if a student is concurrently enrolled in a master's and a doctoral program in the same discipline, the number of credit hours applicable from the master's program toward the doctoral program is limited to 9 hours.

Concurrent and Dual Enrollment Programs of Study

For dual degree and concurrent degree enrollment, students are required to submit an individual program of study for each degree program. Credits used for more than one degree may not be used on more than two degree programs of study. With approval of the program and the dean of the Graduate School, students concurrently enrolled may use no more than 12 credit hours that are common to all programs of study. However, if a student is concurrently enrolled in a master's and a doctoral program in the same discipline, the number of credit hours applicable from the master's program toward the doctoral program is limited to 9 hours. Programs may allow fewer than 12 shared hours or the 9 shared hours for the same discipline concurrent enrollment.

Transfer Credit

Course work not part of a completed certificate program or graduate degree from USC or another institution may be transferred for credit toward a doctoral degree. A limited amount of course work may be transferred from another institution for credit toward a doctoral degree. The exact number of transfer hours varies by program, but may not constitute more than 50 percent of the hours listed on a program of study, not including dissertation preparation (899) or the equivalent.

The transfer course work must be relevant to the program and have course content and a level of instruction equivalent to that offered by the University's own graduate programs. Approval for acceptance of transfer credit to a student's program of study must be approved and justified by the student's academic program and submitted to the dean of the Graduate School for final approval on the Request for Transfer of Academic Credit (G-RTC) form. Only credits with grades of B or better (equivalent to 3.0 on a 4.0 grading scale) may be transferred from another institution into a doctoral degree program. Course work transferred for credit toward a doctoral degree must be from an accredited institution and must be no more than ten years old at the time of graduation.

Graduate Academic Regulations

Transfer of Course Credit

Course work not part of a completed certificate program or graduate degree from USC or another institution may be transferred for credit toward a Certificate of Graduate Study, a master's or a doctoral degree. Course work transferred from another institution must be relevant to the program and have course content and a level of instruction equivalent to that offered by the University's own graduate programs. Approval for acceptance of transfer credit to a student's program of study must be approved and justified by the student's academic program and submitted to the dean of the Graduate School for final approval on the Request for Transfer of Academic Credit (G-RTC) form.

No more than 12 semester hours of graduate credit may be transferred into a master's program that requires 30-36 hours; no more than 15 semester hours of graduate credit may be transferred into a master's program that requires 37-45 hours; and no more than 18 semester hours of graduate credit may be transferred into a master's program that requires 46 or more semester hours. Only credits with grades of B or better (equivalent to 3.0 or a 4.0 grading scale) may be transferred from another institution into a Master's or doctoral any graduate degree program. Course work transferred for credit toward a Master's degree, Graduate Certificate or Specialist Program must be from an accredited institution and must be no more than six years old at the time of graduation and coursework transferred into a doctoral degree program must be no more than ten years old at the time of graduation. Transfer credit is not posted to the student's official academic transcript until the term of graduation.

Spring 2018
#GRADprofdev
Events

Be sure to check in with us online every Friday during the academic year for Professional Development Fridays.
Use #GRADprofdev and GradSchoolAtUSC to find us on:

January 19: Graduate Civic Scholars Program Information Webinar, 2-3 p.m. (webinar)

January 25: Graduate Civic Scholars Program In-person Information Session, 4-5 p.m. (Byrnes 311)

January 26: Writing Your Teaching Philosophy, Part 1, 4-5:30 p.m. (Thomas Cooper L511), *organized with the Center for Teaching Excellence*

January 29-February 3: Carolina Leadership Week, Check out Graduate School social media for perspectives on leadership from graduate students, *organized with the Graduate Student Association*

February 9: Shut Up and Write!, 9 a.m.-3 p.m. (Byrnes 703), *organized with the Writing Center*

February 16: Prepare for Success with Goal Setting and Time Management Skills Webinar by Fatimah Williams Castro, PhD of Beyond the Tenure Track, 2-3 p.m. (webinar)

February 21: Start Smart Financial Literacy and Salary Negotiation Workshop, 5-7 p.m. (Thomas Cooper Mezzanine, Student Success Center conference room), *organized with the Student Success Center*

February 23: Writing Your Teaching Philosophy, Part 2, 4-5:30 p.m. (Thomas Cooper L511), *organized with the Center for Teaching Excellence*

March 2: How to Write a Great – and Effective – Resume and CV Workshop with Claudia Benitez-Nelson, PhD and Alan White, PhD, 9-11:30 a.m. (Discovery 140)

March 9: Shut Up and Write!, 9 a.m.-3 p.m. (Byrnes 703), *organized with the Writing Center*

March 23: Professional Journeys Webinar, 2-3 p.m. (webinar)

March 28: 6th Annual Graduate Career Consortium Master's and Doctoral Virtual Career Fair, online career fair linking graduate students with prospective employers, *organized with the Career Center*

April 2-6: Graduate Student Appreciation Week | A full schedule of events to be held all week in celebration of our graduate students will be announced separately, *organized with the Graduate Student Association*

April 20: Discover USC, Columbia Metropolitan Convention Center

April 23: Start Smart Financial Literacy and Salary Negotiation Workshop, 5-7 p.m. (Byrnes 311 and Facebook Live), *organized with the Student Success Center*

April 27: Navigating the Academic Publishing World with Robert McKeown, PhD, 2-3 p.m. (Discovery 140 and Facebook Live)

*** Registration is required for all #GRADprofdev events. Registration information is posted on the Graduate School calendar at least one month before each event. All #GRADprofdev webinars are recorded; register to receive the link to view the recording. Live webinar viewing is limited to the first 100 participants. Additional #GRADprofdev programming may be added to this schedule for spring 2018.

Register for events and get more info at gradschool.sc.edu/calendar.asp.
Questions? Email GRADprofdev@sc.edu.

UNIVERSITY OF
SOUTH CAROLINA
The Graduate School