

Proposal to change the University Calendar

Proposal to Change the Graduate Degree Application Summer II session (AUG)

Deadline From June 20 to April 15

Challenge: With the current degree final application deadline for the Graduate School for August degree awards, graduate students cannot have their degree credentials displayed on the transcripts or obtain a copy of the transcript before September. These awards are only official after the September meeting of the Board of Trustees. Since the BOT does not meet during the summer session, this date change would allow the summer candidates to have their names added to the list so the Board of Trustees can approve the degree applicants for the early degree conferral list which will occur in early May.

Recommendation: The Graduate School be allowed to move/change the degree application deadline for graduate students from June 20th to April 15th. Then the degrees would go forward with the May degrees approval list, for early conferral, pending completion of all degree requirements. The move/change would insure that students needing official proof of degree for employment or promotion purposes would have the degree information available in a timely manner.

Important timelines for degree conferral during the second summer session (AUGUST):

- Directors of Graduate Studies and their associates are notified in February and March of the degree application deadline (for the first list). The Graduate School communication officer will post the deadline on the Graduate School website as well as communicate the deadline to the graduate student listserv. All graduate students (listserv and those not on the listserv) will be notified on April 1 of the approaching deadline for the degree application.
- Students apply for degrees online by April 15. Any student eligible for graduation may apply.
- Assistant Dean Cleo Price in the Graduate School submits August degree list to the Registrar's Office on April 16.
- Associate Registrar Sean Cooper sends list of degree candidates to the University Senate Office to be submitted to the Senate Council's last April meeting (last Monday in April).
- Senate Council puts August degree list on University Senate's May meeting agenda (First Monday in May) .

- University Senate Administrative Assistant Sheila Brothers forwards the approved August degree list to the Board of Trustees for approval at their May meeting.
- Graduate School (Dr. Price) prepares the anticipated degree certifications on the last day of classes in Summer Session II.
- They are coded to the Register for posting beginning the day after SSII ends.
- Any student who did not apply by the April 15 deadline must apply by August 15 to make the second list of August degree candidates to be reviewed at the Senate Council's last August meeting (last Monday in August).
- Senate Council puts second August degree list on University Senate's September meeting agenda.
- University Senate Administrative Assistant Sheila Brothers forwards the approved second August degree list to the Board of Trustees for approval at their September meeting.