

November 29, 2006

MEMORANDUM

TO: Dr. Grant D. Venerable, II  
Vice President for Academic Affairs

FROM: Gladys J. Willis, Ph.D.  
Dean of Humanities and Graduate Studies

RE: Request for Approval

At the special call meeting of the Graduate Council on Tuesday, November 28, 2006, the following policy on a new grade designation was approved for application in the Graduate Studies Program, for the purpose of granting graduate students adequate time to pass comprehensive exams and complete thesis projects. Members of the Graduate Council recommend the assignment of a WP (Work in Progress) for students registered in thesis and comprehensive exam courses, but with the following stipulations:

1. If, after two semesters, a graduate student has not satisfactorily passed his/her Comprehensive exam, he/she will be given a grade of "F."
2. If, after three semesters, a graduate student has not satisfactorily completed his/her thesis project, he/she will be given a grade of "F".

The Graduate Council requests your approval to have this policy become effective to accommodate Fall '06 students.

Additionally, The Graduate council is requesting your approval of the attached revised admission requirements for the M.Ed. in Early Childhood Education, the M.Ed. in Elementary Education and the Master of Science in Reading. These changes, having been submitted by the Education Department, satisfy the requirements of the Pennsylvania Department of Education.

GJW/klm

Enclosure (3)

C: Dr. Joanne DeBoy  
Dr. Nicole Stephens  
Dr. Judith A.W. Thomas