

Report from the Graduate Council

Nov 18, 2021

submitted by Laura S. Ruhl

Approved Curriculum Items

21-6022	Curriculum Change (Multiple changes)	SYEN 5329	approved 11/03
21-6023	Curriculum Change (Multiple changes)	SYEN 5356	approved 11/03
21-6025	Program Change (Catalog changes)	Clinton School- Master's in Public Service	approved 11/03
21-6028	Program Change (Requirement changes)	MA in Prof & Tech Writing	approved 11/03
21-6033	Curriculum Change (Pre-requisite changes)	MATH 7351	approved 11/03
21-6037	Curriculum Change (Pre-requisite changes)	MATH 7350	approved 11/03
21-60146	Program Change (Catalog changes)	LSTE-GC	approved 11/17
21-6070	Curriculum Change (New course-alpha code changes)	SYEN 7300	approved 11/17
21-6069	Curriculum Change (New course- alpha code changes)	SYEN 7320	approved 11/17
21-6063	Program Change (Catalog changes)	MS Info Science	approved 11/17
21-6062	Program Change (Catalog changes)	MS Info Quality	approved 11/17
21-6058	Curriculum Change (Title Change)	SOWK 8358	approved 11/17
21-6057	Curriculum Change (Title Change)	SOWK 8305	approved 11/17
21-6055	Program Change (Concentration name change)	MSW	approved 11/17
21-6056	Program Change (Online Campus addition)	MS Sports Mgmt	approved 11/17
21-6054	Curriculum Change (Credit Hour change)	READ 8340	approved 11/17
21-6053	Curriculum Change (Credit Hour change)	READ 8301	approved 11/17
21-6052	Curriculum Change (Credit Hour change)	READ 7398	approved 11/17
21-6051	Curriculum Change (Credit Hour change)	READ 7395	approved 11/17

21-6050	Curriculum Change (Credit Hour change)	READ 7344	approved 11/17
21-6049	Program Change (Program change)	Literacy Coach GC	approved 11/17

Approved for Graduate Faculty Status

Nominees for Full Status

Nathan E. Marvin	Doctorate	UA Little Rock	CHASSE	approved 11/03
Katrina Yew	Doctorate	UA Little Rock	CHASSE	approved 11/03
Dzmitry Yuran	Doctorate	UA Little Rock	CHASSE	approved 11/03
David H.F. Tyler	Doctorate	UA Little Rock	CBHHS	approved 11/03
Ahmed Abu-Halimeh	Doctorate	UA Little Rock	DCSTEM	approved on 11/03

Nominees for Affiliate Status

Zachary Stine	Doctorate	UA Little Rock	DCSTEM	approved on 11/03
Pradip Munshi	Doctorate	UA Little Rock	DCSTEM	approved on 11/03

Approved Policy Changes

Transcript Policy Proposed Revisions to 509.3 Graduate Admission and 509.9 Graduate School International Student Admission

Approved 11/03/21 by Grad Council

- Appendix A. 509.3 Graduate Admission
 - Appendix B. 509.9 Graduate School International Student Admission
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Other Issues Discussed

November 3, 2021:

Dr. Brian Berry reported that Enrollment numbers are looking good for spring and fall semesters. He also said that he appreciates all of your hard work.

Dr. Kuralt reported that the Graduate Coordinator meeting is scheduled for next week (Nov 10) at 3:00 pm. Tomorrow (Nov 4) at 6:00pm, there is a free dissertation and thesis workshop to help students pass the formatting check.

The council discussed how available seats per program are calculated for special conditional admission. The number varies according to program code -- 10% of a program's total admissions by program code (which means separate seat numbers for programs with main campus and online campus program codes, and separate seat numbers for master's and doctoral programs in the same department or school). It is important to convert students admitted with special conditional status to regular status as soon as they are eligible to free those seats for new applicants.

November 18, 2021:

Dr. Karen Kuralt reported that the graduate school is working to gather the 509 policies and have a reliable policy handbook for the graduate coordinators.

Appendix A:

Proposed revisions to UA Little Rock Policy [509.3 Graduate Admission](#)

- Original **text retained** = **black**
- **Text added** via Faculty Senate legislation FS_2016_22 (not on policy website) = **green**
- Original **text** (or FS_2016_22 text) **removed** = **red strikethrough**
- **New text** = **blue**

Admission Requirements

Students must satisfy Graduate School minimum requirements and those of the program to which they seek admission. Students should consult the Graduate Catalog for program-specific admission requirements. Applicants who do not meet all minimum admission criteria may, in rare instances, be admitted conditionally.

Degree requirements

Admission to the UA Little Rock Graduate School requires a baccalaureate degree from a regionally-accredited, domestic institution or an international institution recognized by the International Association of Universities. ~~with substantially the same undergraduate program as found at UA Little Rock. Requirements also include a 2.7/4.0 undergraduate GPA or a 3.0/4.0 GPA in the last 60 hours of undergraduate work. International students should refer to the Graduate School International Student Admission Policy for additional required application materials. Applicants must meet these requirements and be accepted into the Graduate School before they can be considered for admission and accepted into a specific graduate program.~~

~~Admission to an educational specialist or a doctoral program usually requires a master's degree from an accredited institution. Official transcripts, which are sent directly from the college or university that issued the degree, are required.~~

GPA requirements

If the applicant's highest degree is a bachelor's degree...	... a GPA of 2.7/4.0 is required on the last 60 hours of undergraduate work.
If the applicant has a graduate certificate, master's degree, or doctoral degree a cumulative GPA of 3.0 is required on their graduate-level degree(s).

Test score requirements

Some degree programs require that the scores from standardized tests, such as the Graduate Record Examination (GRE), Miller Analogies Test (MAT), or Graduate Management Admission Test (GMAT), be submitted as part of the application portfolio. Generally, scores more than five years old are not accepted. Test scores alone do not determine admission to a program, but are one piece of data used in the consideration process.

Additional application materials

Letters of recommendation, statements of purpose, [writing samples](#), and personal interviews ~~are~~ [may](#) also [be used by some programs](#) to assess a student's preparedness ~~for~~ and probability of success ~~in a program~~.

Requirements for international applicants

International applicants must meet additional requirements: see [Policy 509.9, Graduate School International Student Admission](#).

The Application Process

All prospective students are required to apply online ~~at <https://boss.uarf.edu>~~ to the UA Little Rock Graduate School. A non-refundable application fee is required for all applicants, except for McNair Scholars and applicants who apply through the Indus Foundation. ~~After submitting an application on BOSS, students must notify all institutions attended for undergraduate and graduate work to send official transcripts to:~~

After submitting an application, graduate applicants must request official transcripts from any college or university where they earned their graduate and/or undergraduate degrees.

If a bachelor's degree transcript(s) contains fewer than 60 graded course credits, additional official transcripts from other institutions the applicant attended will be required so that at a minimum, the applicant's most recent 60 hours can be evaluated.

Individual graduate programs may require additional transcripts.

Official transcripts must be sent to

University of Arkansas at Little Rock
 Attention: Graduate School
 2801 South University Avenue
 Little Rock, Arkansas 72204-1099

Students must refer to their graduate program of interest to find out if additional items are needed to complete the application file. ~~Students may monitor the status of their application on BOSS.~~ It is the applicant's responsibility to ensure that all admission documents are received in the Graduate School in a timely manner.

All credentials submitted by or on behalf of an applicant become the property of UA Little Rock and will be retained for one year. Materials from applicants who do not submit all requested material will be shredded and discarded. Once an application has been submitted, applicants should notify the Graduate School of any change in plans regarding enrollment at UA Little Rock.

Deliberate Misinformation of Application Materials

Section 5-37-105 of the Arkansas Code makes it a misdemeanor, punishable by fine and/or imprisonment, to present a transcript, diploma, or grade report from a post-secondary educational institution in a fraudulent manner. Withholding information or submitting deliberately falsified information will make applicants ineligible for admission and subject to dismissal from the Graduate School once admission is obtained. See [Policy 509.7, Falsifying the Graduate School Admissions Application](#).

Application Deadlines

Deadlines for admission applications vary from program to program and are subject to change. Applications and all supporting materials should be submitted as early as possible. ~~In order to be considered for financial aid offered by the Graduate School, all application materials should be received by the Graduate School by:~~

Apply for regular admission and full consideration for financial aid by:	Apply for regular admission, but no expectation for financial aid by:	Apply for special enrollment status by:
August 1st for Fall	August 15th for Fall	1st day of class for Fall
December 15th for Spring	January 1st for Spring	1st day of class for Spring
May 1st for Summer	May 15th for Summer	1st day of class for Summer

~~These dates will normally assure an admission decision in time for enrollment in the designated semester; however, specific program deadlines take precedence.~~ For program deadlines, contact the program coordinator or the Graduate School.

Deferment

Occasionally, students who have been admitted into a graduate program are unable to enroll in classes in the term for which they are admitted. In such occasions, students may officially request a deferment for up to one year from the Graduate Admissions Coordinator in the program of interest. Approval of students' requests is not guaranteed, but considered on a case by case basis. Upon completion of the agreed-upon deferred period, it is expected that the student will begin enrolling in graduate coursework in their respective programs. For advising purposes, the catalog year under which a student falls will reflect the academic year that the student first enrolls in courses if that is different than the academic year the student is admitted. If a student fails to file a deferment or fails to register for classes after the completion of a deferment, he or she must reapply for admission.

Undergraduate Senior Admission

UA Little Rock seniors near completion of their baccalaureate degrees may apply for admission to the Graduate School, which provides limited enrollment privileges. If accepted, they will be awarded the appropriate status upon confirmation of their baccalaureate degrees. It is the student's responsibility to inform the Graduate School of degree completion. Students may not be eligible for financial aid while being considered for admission to the Graduate School.

Admission Status

~~A student~~ An applicant may be granted admission to the Graduate School in one of the following categories:

- ~~• Regular (degree-seeking): Completed and submitted all admission materials and met Graduate School and program admission requirements.~~
- ~~• Conditional (degree-seeking, non-degree-seeking): Supplied all admission materials and did not meet all admission requirements. Test scores, grades in the undergraduate major, or other pertinent data must indicate the student will perform satisfactorily in Graduate School. The student will be dismissed during the first 12 hours if his or her GPA is not above 3.0 or satisfactory progress is not made towards meeting the admission requirements.~~
- ~~• Transient (degree-seeking): Accepted as a degree-seeking student in another accredited graduate school and has a letter of good standing from the graduate school dean from his or her home institution. The applicant should have agreement from his or her home campus advisers that UA Little Rock courses will be suitable for his or her degree programs and should consult in advance with the appropriate program coordinator to ensure proper preparation for and permission to enroll in courses. Transient students are normally admitted for only one semester.~~
- ~~• Special (non-degree-seeking): Met admission requirements. For persons who want a limited number of graduate hours for professional advancement or personal enrichment. Test scores are not usually required. Special students must contact appropriate program coordinators to ensure that course prerequisites are met and for permission to enroll in specific courses. Most programs permit enrollment, if space and other resources permit, after all degree-seeking students are enrolled. Some programs limit the number of hours special students may take in the program. No more than nine (9) hours can be earned while classified as a special student. Special students enrolling in most classes offered by the College of Education have additional requirements. They must contact the associate dean's office in the College of Education prior to enrollment. Courses taken as a special student may later be used to satisfy degree requirements at the discretion of the program faculty and Graduate School dean. Special status is not an avenue for admission to a program or enrollment in courses where an applicant has already been denied. Applicants denied admission to a program, then admitted as special students, must have special permission from both the program coordinator and the Graduate School dean to take courses in the denied program.~~

Regular

Regular admission to a UA Little Rock graduate program requires that the applicant be in good standing with all previous institutions and meet at least one of the following requirements:

- ~~• A baccalaureate degree with a cumulative GPA of 2.7/4.0 from a regionally-accredited, domestic institution or an international institution recognized by the International Association of Universities with substantially the same undergraduate program as found at UALR.~~
- A baccalaureate degree with a GPA of ~~3.0~~ 2.7/4.0 in the last 60 hours from a regionally-accredited, domestic institution or an international institution recognized by the International Association of Universities with substantially the same undergraduate program as found at UALR.
- A graduate certificate, master's degree, or doctoral degree with a cumulative GPA of 3.0/4.0 from a regionally accredited, domestic institution or an international institution recognized by the International Associate of Universities.

~~International students should refer to the Graduate School International Student Admission Policy for additional required application materials.~~

In addition to the minimum requirements stipulated above, students must satisfy the requirements of the program to which they are applying in order to be granted regular status. Students should consult the Graduate Catalog for program specific admission requirements. ~~Some degree programs require that the scores from standardized tests, such as the Graduate Record Examination (GRE), Miller Analogies Test (MAT), or Graduate Management Admission Test (GMAT), be submitted as part of the application portfolio. Generally, scores more than five years old are not accepted. Test scores alone do not determine admission to a program, but are one piece of data used in the consideration process. Letters of recommendation, statements of purpose, and personal interviews are also used to assess a student's preparedness for and probability of success in a program.~~

Students must ~~complete all admission forms~~ submit all Graduate School and program admission materials to be considered for regular admission ~~admissions~~.

Conditional

There are two paths by which students may be conditionally admitted:

1. ~~Students~~ Applicants who have supplied all admission materials and have met the Graduate School minimum requirements, ~~and~~ but did not meet all program admission requirements, may be admitted as conditional students at the discretion of the program.
2. ~~Applicants with an undergraduate cumulative GPA between 2.0 and 2.7 or a GPA between 2.7 and 3.0 in their last 60 hours may,~~ Applicants who do not meet the Graduate School minimum GPA requirements may, in rare instances, be admitted conditionally if they meet alternative program requirements approved by the Graduate Council. The number of students that may be admitted without meeting the ~~graduate school's~~ Graduate School's minimum GPA requirements is limited to 10% of the official 3-year average program enrollment. Programs may petition the ~~graduate school~~ Graduate School for an exception to this limit. Test scores, grades in the undergraduate major, or other pertinent data approved for the program must indicate the student will perform satisfactorily in ~~Graduate School~~ graduate studies.

~~The student~~ Conditionally admitted students may be converted to ~~Regular~~ regular admission status after completing 9 hours if ~~he or she~~ they maintain a GPA of 3.0 or higher. ~~The student~~ Conditionally admitted students will be dismissed after the first 9 hours if ~~his or her~~ their GPA is not at least 3.0 or satisfactory progress is not made towards meeting the admission requirements.

Special Non-degree seeking

Students not seeking a degree at ~~UALR UA Little Rock~~ who ~~have completed all admission forms and have an undergraduate grade point average of at least 2.7 (or 2.0 for conditional admission)~~ meet the Graduate School minimum requirements may be admitted as ~~special,~~ non-degree seeking students. ~~Not all programs allow non-degree seeking graduate students to enroll in their courses. Enrollment of special students is prohibited by some programs.~~ ~~Persons~~ Applicants interested in this category should ~~consult the academic program advisor or~~ contact the Graduate School.

Transient

Students enrolled in another accredited graduate school and who secure a letter of good standing from the dean of that graduate school may be admitted to ~~UALR UA Little Rock~~ as transient students.

Contingent Enrollment Privilege

Students not yet admitted to the Graduate School may be granted contingent enrollment privileges (with minimum requirements of an unofficial transcript showing conferral of a baccalaureate or graduate degree) until an admission status is granted. Failure to present adequate and official admission materials within four weeks of enrollment may result in administrative withdrawal from all courses and loss of tuition and fees, and failure to gain admission will prevent enrollment in future graduate courses. The phrase "Admitted to Graduate School" will not appear on the transcript.

Appendix B:

Proposed revisions to

UA Little Rock Policy [509.9 Graduate School International Student Admission](#)

- Original text retained = black
- Original text removed = red strikethrough
- New text = blue

We propose changes to the following paragraph:

Official Copy of Academic Records

~~Students should submit originals or official copies with certified English translations of the applicant's entire academic record in secondary school, college, or university. The records must show a level of achievement that satisfies the admission requirements of the Graduate School and the degree program to which the student seeks admission. Students must have their academic records articulated by one of three outside agencies. For details, students should contact at least one of the following organizations:~~

- ~~• [National Association of Credential Evaluation Services \(NACES\)](#)~~
- ~~• [AACRAO Consulting](#)~~
- ~~• [World Education Services \(WES\)](#)~~

Applicants must submit official transcripts from any college or university where they earned a graduate and/or undergraduate degree.

- If the transcripts are in a language other than English, certified English translations of the transcripts must also be submitted.
- If a bachelor's degree transcript(s) contains fewer than 60 graded course credits, additional transcripts will be required so that a minimum of the most recent 60 hours can be evaluated.
- Individual graduate programs may require additional transcripts.

The applicant's transcripts must show a level of achievement that satisfies the admission requirements of both the Graduate School and the degree program to which the student seeks admission. *[see continuation on next page]*

Applicants will be required to submit articulated transcripts only under the following circumstances:

- If the degree(s) awarded did not come from an accredited international institution recognized by the International Association of Universities
- If the student wants to transfer in credit from another institution
- If the applicant's intended graduate program requires articulation

If articulated transcripts are required, applicants must request an articulation be sent from one of the agencies listed at [NACES.org](#).

[original policy continues after this point unchanged]

End of Report.