



July 25, 2017

TO: Dr. Katherine M. McCormick, Chair, University Senate
FROM: Cleophus V. Price, Assistant Dean, Graduate Academic Services, The Graduate School

SUBJECT: Adding Student to Past Degree List

1. Student Name: [REDACTED]
2. Student ID number: [REDACTED]
3. Student Degree and Major: Master of Arts, Mathematics
4. Expected Degree Date: May 2017
5. The candidate submitted a 'paper' degree application form for May 2017 but the student affairs officer manually entered it as MS and not MA for the semester. The new officer was instructed to delete and replace with MA for May 2017 but never executed this directive. By the time my office discovered the shortcoming, the May 2017 degree candidate list had gone forward and approved/voted on by the BOT and other approving UK organizations.
6. Due to the administrative error, the Graduate School does not feel [REDACTED] [REDACTED] should be penalized in any way and should be awarded the May 2017, MA degree.
7. The student met all degree requirements by the deadlines for a May 2017 degree.

see blue.