



THE UNIVERSITY  
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**BRUCE W. CARNEY**  
*Executive Vice Chancellor and Provost*  
[bruce@unc.edu](mailto:bruce@unc.edu)

February 19, 2013

Dr. Steve Matson  
Dean, Graduate School  
214 Bynum Hall  
CB# 4010  
Carolina Campus

Dear Steve,

I am responding to your request concerning the requirement that a course syllabus be available on the first day of classes. (A copy of your letter dated February 12 is attached.)

I agree that a syllabus need not be required, with the exception of any course which has or is likely to have undergraduate students enrolled. I have attached a summary of graduate courses for this semester in which undergraduates are enrolled.

Thank you for bringing this to my attention.

Sincerely,

Bruce W. Carney  
Executive Vice Chancellor  
and Provost



February 12, 2013

Bruce Carney, Executive Vice Chancellor and Provost  
104 South Building  
Carolina Campus

Dear Provost Carney:

I am writing on behalf of the graduate faculty and in my role as Dean of The Graduate School to request an exemption from the policy that a syllabus be available on the first day of classes for the following graduate level courses:

Graduate Special Topics -- most are numbered X90, or in the 890-899 range  
Graduate Internships/Practica -- most are numbered X93  
Graduate Independent Study/Directed Readings -- most are numbered X96  
Graduate Research (field, lab work) -- most are numbered X95 or 990 and 991  
Master's Thesis Substitute Projects -- 992  
Master's Thesis -- 993  
Doctoral Dissertation -- 994

Graduate level courses are numbered 700 and above. The X in the course numbers above is because each graduate program may have different numbers for these courses in their individual curricula. Some course numbers also fall outside the explicit number above, especially in graduate programs with many specialty subareas or in programs with lock-step curricular requirements.

I am making this request due to the 'research' nature of each of these courses which changes over time and within the course of a single semester. In most, if not all cases, there are no specific assignments or meeting times as this varies from day to day and week to week. While I understand and agree with the goals stated in the Faculty Council resolution, I believe these goals are met by the unique relationship between a faculty mentor and the student at the graduate level. As you know, this relationship is critical to the processes of learning, training and discovery that make graduate education different from undergraduate education.

I am attaching a generic example of a syllabus (from Pharmaceutical Sciences) for a research course to demonstrate the flexible nature of the work accomplished in these courses. I hope this will demonstrate the impractical nature of the request for a syllabus for each of these courses which would have to be tailored for each program or by each faculty member.

I would be happy to discuss this further at your convenience.

Sincerely,

Steven W Matson, PhD  
Dean, The Graduate School