

## University Graduate Council Minutes

Friday, March 7, 2014

9:00 am

Sherrick 103

### **Council in Attendance:**

William Ruff (EHHD)

Sarah Codd (Engineering)

Anne Christensen (Business)

Mary Murphy (Letters – Letters & Sciences)

Jean Shreffler-Grant (Nursing)

Alan Dyer (Agriculture)

Karlene Hoo (The Graduate School)

Roshan Patel (Student rep. Arts & Arch.)

### **Also in Attendance:**

Amanda Brown (The Graduate School)

Erin Smith (The Graduate School)

### **Absent:**

Josh DeWeese (Arts and Architecture)

Michael Reidy (Ex Officio, Graduate Educ.)

Yves Idzerda (Sciences –Letters & Sciences)

- Meeting started at 9:06 am  
Acting Chair: William Ruff
- No comments from campus
- February 24, 2013 minutes approved with minor change
- Committee Updates and Reports
  - Curriculum Committee Report
    - Standing committee members: William Ruff, Josh DeWeese, and member to be determined.
    - Technical difficulty accessing information. No report at this time.
    - Dean Hoo: concern that there are many requests needing review (deletions, increase of course credits, new course requests).
    - Requests with no or missing signatures must be returned without review (RWR).
    - Checking for accuracy, justification, and so forth.
  - Policy and Procedure Committee Report
    - Standing committee members: Yves Idzerda, Mary Murphy (alternate: Tim LeCain), and Jean Shreffler-Grant.
    - Presidential and Meritorious awards.

- Committee member Shreffler-Grant stated that the criteria for making the awards were not clear. She stated she might have used incorrect criteria.
- Dean Hoo agreed with Committee member Shreffler-Grant that the description and criteria of both awards were unclear. She also agrees that we cannot change these criteria at this time. But suggested that the P&P standing committee recommend changes to the description and criteria for the next round (AY15-16) as soon as possible.
- Committee Chair Idzerda recommendations made via email were read aloud by Acting Chair Ruff: Allow Dean Hoo to follow the procedure and review criteria of evaluation for subsequent years.
- Committee member Codd: Motion to bypass P&P committee to Dean Hoo's discretion.
  - 2<sup>nd</sup>: committee member Dyer.
  - Passed, no opposition.
- For the current term:
  - If the student does not accept award, the dept. does not have the authority to offer the funds to another student. The unallocated funds come back to the Graduate School.
  - There should be a deadline for these nominations—Department to work harder on recruitment to get the highest quality students sooner than later.
  - Consider a change from PhD to both PhD and doctoral graduate students.
  - Funding needs to be available following on these types of initial awards to assure the student progresses to completion of the degree—recruitment to degree progression.
  - Giving two to each department is not competitive. The highest quality students should be selected regardless.
  - Acting Chair Ruff: Restructure the award to allow for one-time costs associated with starting graduate study, then the dept. and/or grant supports for continuation to program of study completion.
  - If you give an assistantship and couple it with a waiver, what is the merit of each? Coupled vs. un-coupled?
- PhD work: Final year-thesis/dissertation, the student should not be a TA, the Graduate School and the department should have provisions for the student to focus on the thesis/dissertation preparation and publishing in peer-reviewed journals or as appropriate.
- PhD enhancement award
  - Committee member Murphy had technical difficulty accessing one of the PhD Enhancement award nominations.
  - Committee member Murphy—suggest giving the two GTA's to the five departments who have applied.

- Committee member Codd: Issue—believe some of the departments were not aware the call for renewal had gone out.
  - Dean Hoo: claimed the notice to renew for the PhD Enhancement award went out in December 2013 by the then Interim Dean Ron Larsen.
  - Although the current description of the award is not clear, changes can be made
    - Committee member Codd: commented on competitive fellowship program.
    - Committee member Codd: Too much connection with the undergraduate programs
    - Dean Hoo: focus should be on graduate support
  - Need a deadline to apply for this award.
  - Committee member Murphy: Motion to give the award to the 10 from five departments and send out reminder call for the remaining two.
    - Motion withdrawn—P&P to come up with better collaborative recommendation
  - Committee member Murphy: re-advertise with a deadline, combine all proposals in one pool (include current five) and evaluate together.
    - Committee member Codd: quick turnarounds are possible; it was recommended that a notice about this award be publicized with a deadline of close of business Wednesday, March 19, 2014.
  - Committee member Dyer: recommends concrete evaluation, and a prioritized list of the applicants.
  - The members of the P&P will evaluate and come back with recommendations at the next meeting.
  - Dean Hoo: agreed to another call if additional monies were unallocated.
- Travel Award: Dean Hoo reported that \$24k of travel grant funds are allocated
    - Dean Hoo asked about her proposal to the UGC in the previous meeting to use ½ of the travel funds to support the travel of current MSU students to attend conferences and so forth to present their research results.
      - She stated that she would expect the Colleges to match by as much as ½ of the travel costs. She also stated that the colleges in more than one instance did provide some funds.
      - Committee member Murphy: to expand on this and will suggest modifications to the wording.
    - Further discussion at the next UGC meeting.
- Governance Committee Report
    - Standing committee members: Alan Dyer, Sarah Codd (alternate: Brendan Mumey), Anne Christensen, and Michael Reidy
    - Email: pass/fail transfer of credits
      - Student needs to be taking class that assigns a grade
    - Transfer of pass/fail to a program of study —should not be allowed.

- Standing committee chair Dyer: Recommend limiting three credits pass/fail allowed (no pass fail can be transferred from another institution)
  - Transfer of pass/fail between masters and doctorate?
  - Standing committee chair Dyer: Motion to change policy to effectively read “No transfer of pass/fail from another university, however a limit of 3 credits of P/F if the course was taken at MSU.”
    - 2<sup>nd</sup>: standing committee member Christensen
    - Passed, no opposition
- Video conferencing during Doctoral Comprehensive Exam/Defense
  - GS Program Director Amanda Brown: review of policy needed concerning use of two-way video
    - Committee member Shreffler-Grant: rarely are students/faculty in Bozeman, what is “Base”—who counts as on videoconference?
    - Acting Chair Ruff: remote students; technology is prevalent and robust.
    - Student representative Patel: diligence by committee needed.
    - Committee members Dyer & Christensen: Quality of all committee members should be in the same room, especially for the PhD defense
    - Dean Hoo: Proctor is to be with the videoconferencing student – qualifications of the proctor?
    - Committee member Christensen: Pivotal point in the degree
    - Committee member Murphy: Traveling is not difficult—not acceptable for student to not have direction from advisor, defense critical to success
    - Many requests for exception are made
    - Committee member Christensen: Traveling is not that big of a deal. Felt that this is a momentous event in a student’s life and as such student should have better support and representation. Not acceptable to not have direction from professors.
    - Further discussion at the next UGC meeting
- Meeting adjourned at 10:55 am
- Next scheduled meeting: March 24, 2014 9:00-11:00 am, Sherrick 103