

**UNIVERSITY GRADUATE COUNCIL
MINUTES**

March 31, 2021

9:00 a.m. – 10:30 p.m.

WEBEX

Council in Attendance:

Mike Wittie (Engineering)
Christopher Livingston (Architecture)
Lisa Davis (Letters & Science)
Tricia Seifert (Education)
Bradford Watson (Faculty Senate)
Marc Giullian (Business)
Brock Smith (Agriculture)
Dawn Tarabochia (Health & Human Development)
Dennis Aig (Arts)
Wade Hill (Nursing)
Maureen Kessler (Student Representative)
Sara Mannheimer (Library)
Craig Ogilvie (Dean of The Graduate School)

Also in Attendance:

Lauren Cerretti (Graduate School)
Emily Peters (Graduate School)

Absent:

Que Vo (International Programs)
Catherine Dunlop (Letters & Science)

Meeting started at 9:03 am on WebEx

March 17, 2021 minutes

- Motion to approve by Wittie, 2nd by Tarabochia, unanimous approval

Announcements

- **Graduate Dean update**
 - Storyteller's grant showcase last night and tonight
 - College of Engineering's 3-minute thesis competition tomorrow night
 - Hooding ceremony RSVP has been sent out to doctoral students
 - Application numbers still up
 - Pilots programs: time to degree, mentor training, career preparation
 - Looking for reviewers for leadership academy applications (deadline is April 9th) – contact Dean Ogilvie if interested

- **Faculty Senate update (Watson)**

- Courses and programs before senate advanced
- Co-convening policy should make it to faculty senate as informational item this term
- Grievance policy, annual review, and post tenure review revisions
- New bylaws for senate: creation of past chair as a formal position; identify that chair-elect can come from anyone on tenured faculty, not just from senate
- Senate leaders from MUS meeting tomorrow to develop strategy for OCHE meeting: establish regular meetings & follow up on recommendation strategies regarding firearms
 - Active shooter and de-escalation trainings being discussed

New Business

- **Professional Certificate in Geospatial Science and Analysis**
 - Received updated proposal addressing UGC's feedback
 - Formal budget form hasn't been submitted; still need to update that the program is housed within the graduate school
 - Open for comments/questions
 - Delivery mode: more than 80% online – but checked no for online tuition rate for out of state students – should be switched to yes
 - Discussion/clarification on the program administrator position
 - Motion to approve by Giullian, second by Wittie
 - Motion passes: 9 in favor, 0 opposed, 0 abstained

- **MS-Sustainable Food Systems Online Option:**
 - Proposers responded: planning to start Fall 2022; STAT 511 – currently looking into capacity
 - Tabled until hear back from proposers

- **Video Conferencing Policy**
 - Review proposed revisions: allow videoconferencing for defenses and exams – require that it must be video (not just audio) and add guidance if the connection is lost. Don't want the event to proceed if a committee member's or student's connection is lost; postpone if a connection cannot be reestablished within 30 minutes.
 - Suggest the 30-minute timelimit is cumulative; example: if connection is dropped 20 minutes twice
 - Specify this only applies to committee members and student (not attendees)
 - Will this option be available to all students at their committee's discretion?
 - Yes, would be available for anyone
 - Should it be at the discretion and agency of the candidate? Student can request and not have chair deny this option.
 - Confidentiality concerns? Confidential conversations (e.g. telehealth)
 - Public defense, but committee portion can be private
 - Can use an RSVP for public portion
 - Can remove public or have a separate link for the private defense discussion
 - This could be added as a procedural note in the policy
 - Responsibility for the event is on the department (not student); candidate shouldn't have to focus on the logistics

- Could be procedural note
 - Send policy to subcommittee for revisions
- **Graduate Committee Policy**
 - Extensive review process; the current draft tries to strike balance between protecting student and recognizing the value of married couples on committees
 - Outlines the expectations of members, chair, and department head's role in committee formation
 - Explicitly states the role of the department head in helping to set and approve each committee
 - Previously discussed changing all professional master's programs to allow 1 committee member (instead of allowing exceptions); added this into the revised policy
 - Professional doctorate 1 member to start, 2 before they are completing milestone events
 - Comments/questions
 - Glad we relaxed the married couple policy, but there could still be significant conflicts of interest on a committee
 - Suggest it's the responsibility of chair to manage conflicts of interest and if useful bring in a grad rep
 - Grad rep option is available, just not required
 - Could be added to the policy
 - Does it have to be a grad rep (from other dept) or just add additional committee members?
 - Grad rep is an objective person
 - Specify that the chair of the committee should be from the dept? Should have to have a degree the same level or higher of the degree?
 - Review where these topics are covered in different sections of the policy
 - Can vary significantly by department; up to the department head to determine what is best for the student
 - Works well to have one person on some professional master's committees—in favor of adding that flexibility to policy
 - Send to subcommittee for review and inclusion of this feedback

New Business

- **MS Material Science, Level II program proposal**
 - Review program proposal: existing PhD program
 - Suggested revisions:
 - Make it eligible for financial aid
 - 10cr per semester in one para description
 - Remove "accelerated" for clarity
 - Add GS as academic home
 - Add industry/state needs from RTP text
 - Add Strategic Goal numbers and language
 - Add summer internship
 - Needs a professional paper course

- Writing or ethics courses to meet outcomes
 - Add # of 400 courses < 9cr
 - Resources for professional paper
 - Not an option to existing program
 - Edit M.Sc. to MS throughout
 - Add total credits to curriculum requirement section
 - Are they all self-pay?
 - Yes, most likely will be self-pay and assistantships will be for PhD students
 - Send feedback to proposers
- **MS Interdisciplinary Studies, Level II program proposal**
 - Review proposal: existing IIP PhD program; 3 pathways for MS:
 - Interdisciplinary research idea—plan A thesis
 - Stack interdisciplinary certificates
 - Start with PhD and switch to MS
 - Beginning paragraph (pg. 1): challenges facing communities isn't mentioned later in proposal; could be reinforced later or removed
 - Long-term implications on faculty workload? Chairing committees for students not in your area?
 - Sense is to make this a part of the faculty load or some aspect of professional development money from graduate school, additional compensation
 - Decided this shouldn't be added in academic proposal but is listed in the budget spreadsheet. Plan A master's chair allocated money for travel to conferences or something similar
 - Proposal inviting a broader contribution to university; raises some challenges with how we compartmentalize our work
 - Worry about admitting students and not be able to find faculty to take on these students
 - Admissions process for IIP changed for these concerns. Current system is the letters of recommendation must come from faculty saying they will be on the committee and one must be chair or co-chair; that's how plan A admission would work
 - Admission for plan A is based on a faculty member agreeing to be chair. For plan and B and C, the prospective students are applying to a particular program?
 - Plan A must have 3 letters of rec
 - Stackable cert path: 2 certificates, admission decision rests with program director of IIP; 0 or 1 certificate, decision rests with the director of the certificate program
 - How does this work for the graduate school to identify faculty?
 - PhD IIP program currently: students often already know faculty – a lot of responsibility on the student
 - The graduate school can assist if needed; for example, students coming from outside of MSU
 - Resource for program director? Within the grad school?
 - Proposed Associate Director of Graduate School would serve as program director of IIP programs
 - Continue discussion at next meeting

Adjourned at 10:32 am

Next scheduled meeting – April 14, 2021 WEBEX