March 5, 2013
(Last update: 02/22/13)

Handouts of the Graduate Faculty Council
ESL Services

01/31/13

Graduate School

Proposal

Some graduate students admitted with relatively low language test scores have difficulty understanding and communicating in English in their academic environments, and many have difficulty writing in English according to the standards and conventions of graduate work in US universities.

In order to address these problems:

- new graduate students admitted with scores below 79 TOEFL iBT should be evaluated upon arrival
- based on this evaluation and needs assessment, the ESL program should recommend appropriate support services.
Allowing Multiple Attempts at Oral Exams

1/25/13

Graduate School

Proposal

All students who must pass an oral examination associated with one of the following milestones required for completion of a degree are allowed up to two opportunities to successfully complete each required oral examination¹.

- Qualifying Examination (test of disciplinary knowledge)
- Research Proposal Examination (test of capability to conduct independent research)
- Final Oral Defense (public defense of research)

Oral examinations can have one of the following outcomes:

- Pass
- Conditional pass
- Fail

Students who pass an oral exam are considered to have successfully completed the associated milestone. It is the responsibility of a student’s examination committee to communicate to both the student and the appropriate graduate program director and program assistant that the oral exam was successfully completed.

Students who conditionally pass an oral exam will not be considered to have successfully completed the exam until they have adhered to all of the specified conditions within the specified period of time. It is the responsibility of a student’s examining committee to clearly document in writing the conditions as well as the period of time the student has to address those conditions and to share this information with the appropriate graduate program director and program assistant. It is also the responsibility of the examining committee to monitor a student’s progress in completing all required conditions and to communicate to the student and the appropriate graduate program director and graduate program assistant when the conditions have been met. If a student fails to complete all of the conditions imposed within the specified period of time, it is the responsibility of the examining committee to notify the student and the appropriate graduate program director and graduate program assistant that the student has failed the exam. Students who fail to complete conditions within a specified period of time will normally not be given a second opportunity to take the oral exam. If a student has been unable to complete the conditions due to circumstances outside of the student's control, the student can request an extension from the examining committee. If the student is unsatisfied with the decision of the examining committee, the student can appeal the decision to the appropriate graduate program director who will consult with the chair of the student’s academic home department and issue a final decision.

¹ See: http://www.mtu.edu/gradschool/administration/academics/requirements/phd/ and http://www.mtu.edu/gradschool/administration/academics/requirements/ms/
Students who fail an oral exam on the first try can request an opportunity to repeat the exam one time. Requests must be made, in writing, to the student’s examining committee. Requests must explain why the student feels that a second opportunity is warranted. The student's examining committee will determine if a second attempt will be allowed based on the student's individual circumstances. If a second attempt is allowed, the examining committee must specify the time frame within which it must occur. If the student is unsatisfied with the examination committee’s decision, the student can appeal the decision to the appropriate graduate program director who will consult with the chair of the student’s academic home department and issue a final decision. It is the responsibility of a student's examination committee to communicate to both the student and the appropriate graduate program director and program assistant that the student failed an oral exam, whether or not the student requested a second attempt, whether or not a second attempt will be allowed, and the outcome of a second attempt if one is allowed.
A proposal to modify the rules for “Research Only” Mode in a revenue neutral manner so as to keep the present benefits of its alignment with our **GOALS** while making it more consistent with one of our **VALUES**

**OUR MISSION**: We prepare students to create the future.

**A COUPLE OF OUR GOALS**
- increase external support for research and scholarship;
- expand PhD. enrollments and degrees granted;

**ONE OF OUR VALUES: We Inspire Scholarship**
- We inspire world class scholarship through academics, research and continued learning.
Present form of rule supports our goals

• THE PRESENT POLICY
  – Once graduate students have completed all required coursework, passed their qualifier, and their preliminary exam in which they present their research proposal, they enter a mode where they can sign up for 9 credits at a third of the regular graduate tuition rate

• THIS IS A GOOD THING BECAUSE....
  – It allows students supported on externally funded research proposals to have more of the TIGHT externally funded research $$ that support them go to the supplies, equipment usage fees, travel, and other OVERHEADED expenses that are incurred, sometimes unexpectedly, in their research
  – It allows us to externally support more Grad students/research$
PRESENT FORM OF RULE HAS THE UNINTENDED CONSEQUENCE OF NOT BEING ENTIRELY IN SUPPORT OF ONE OF OUR VALUES

THE PRESENT POLICY

• Students in Research ONLY mode cannot sign up for ANY advanced graduate elective classes unless they pay full price for the number of credits of the advanced graduate elective class

AN UNINTENDED CONSEQUENCE OF THE PRESENT POLICY:

There is a financial disincentive for an advisor who has to support externally funded graduate students in research only mode on a tight budget to allow them to take any advanced graduate elective courses

THE RESULT:

THOUGH...

• We value continued learning, and
• There exists advanced graduate electives taught by experts in the topic with seats available, and
• Students may never again in their career have an opportunity to learn about these topics from these experts

VERY FEW GRADUATE STUDENTS IN RESEARCH ONLY MODE TAKE ADVANTAGE OF THIS OPPORTUNITY
THE PROPOSED MODIFICATIONS

• CHANGE NAME FROM "RESEARCH ONLY" TO "DISSERTATOR MODE"

• ALLOW ALL STUDENTS IN "DISSERTATOR MODE" TO TAKE UP TO 3 CREDITS OF ADVANCED GRADUATE ELECTIVES EACH SEMESTER AT NO EXTRA COST IF THERE ARE SEATS AVAILABLE IN THE CLASS IF THEIR ADVISOR APPROVES

• INCREASE THE COST OF OF THE 9 "DISSERTATOR MODE CREDITS" SO THAT THE REVENUE GOING INTO THE GRAD TUITION POOL IS NO LESS THAN IT IS NOW WITH THE SMALL FRACTION OF THE "RESEARCH ONLY" MODE STUDENTS WHO TAKE EXTRA ELECTIVES AND PAY FOR THEM

HOW MUCH WOULD THIS MODIFICATION INCREASE THE COST OF "RESEARCH ONLY" MODE FROM ITS PRESENT VALUE?
### APPROACH TO ESTIMATING AN INCREASE IN THE COST OF "RESEARCH ONLY" MODE CREDITS TO MAKE PROPOSAL REVENUE NEUTRAL TO THE GRAD TUITION FUND POOL

<table>
<thead>
<tr>
<th>Present Cost/Grad Credit</th>
<th>$744</th>
</tr>
</thead>
<tbody>
<tr>
<td>Present Cost/Research Only Mode Credit</td>
<td>$248</td>
</tr>
</tbody>
</table>

### SPRING SEMESTER 2013

<table>
<thead>
<tr>
<th>SPRING SEM 2013 DATA FROM REGISTRAR'S OFFICE</th>
<th># students Research Only mode</th>
<th># students taking BILLED Additional Credits</th>
<th># of BILLED additional Credits taken</th>
<th>% students taking SOME additional credits</th>
</tr>
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<tbody>
<tr>
<td>MS</td>
<td>19</td>
<td>0</td>
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<tr>
<td>PHD</td>
<td>136</td>
<td>4</td>
<td>10</td>
<td>3%</td>
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<tr>
<td>SUM PHD + MS</td>
<td>155</td>
<td>4</td>
<td>10</td>
<td>3%</td>
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- **155 students w/ 9 res only mode credits**
- **Total $ received** $345,960
- **$ needed for Res only mode credits to offset BILLED additional credits that would potentially be lost to this fund pool** $353,400
- **NEW COST PER CREDIT FOR RESEARCH ONLY MODE TO MAKE OFFERING CHANCE TO TAKE 3 CREDIT ELECTIVE REVENUE NEUTRAL TO GRAD SCHOOL TUITION POOL** $253
- **NEW % cost of regular grad credit** 34%

### BOTTOM LINE: BY INCREASING $/SEMESTER OF RESEARCH ONLY MODE TO THIS AMT:

<table>
<thead>
<tr>
<th>FROM THIS AMT: $2,232</th>
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<tbody>
<tr>
<td>(an increase in $/semester of approximately): $48</td>
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- **WE CAN OFFER GRAD STUDENTS IN RESEARCH ONLY MODE THE OPPORTUNITY TO TAKE UP TO 3 GRAD CREDITS/SEMESTER IN ADVANCED ELECTIVES (SUBJECT TO AVAILABILITY OF SEATS) WITHOUT THE GRAD STUDENT TUITION POOL LOSING REVENUE**
<table>
<thead>
<tr>
<th>Semester</th>
<th># Students</th>
<th>Mode</th>
<th># Taking Credits</th>
<th>Active Credits</th>
<th>Billed Credits</th>
<th>Credits Taken</th>
<th>Credits Taken Add'l</th>
<th>Credits Billed</th>
<th>Billed Credits Add'l</th>
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<tr>
<td>Spring 2012</td>
<td>13</td>
<td>Research</td>
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Total $ received $405,960

Additional Credits: $7,490

Total $213,450

NEW COST PER CREDIT FOR RESEARCH ONLY MODE TO MAKE OFFERING CHANGE TO TAKE A CREDIT ELECTIVE REVENUE NEUTRAL TO GRADUATE SCHOOL TUTION POOL

% cost of regular grad credit $250

BOTTOM LINE BY INCREASING 1 SEMESTER OF RESEARCH ONLY MODE TO THIS AMT FROM THIS AMT

$2,232

(An increase in 1/semester of approximately)

WE CAN OFFER GRAD STUDENTS THE OPPORTUNITY TO TAKE UP TO 3 CREDITS/SEMESTER IN ADVANCED ELECTIVES (SUBJECT TO AVAILABILITY OF SEATS) WITHOUT THE GRADUATE STUDENT TUTION POOL LOSING REVENUE

$48