Minutes of the Graduate Faculty Council Meeting

Tuesday, April 7, 2015

Members (12): Leonard Bohmann (MEng); Mari Buche (DataSci); Qinghui Chen (Kin); Craig Friedrich (MEEM); Caryn Heldt (Chem Eng); Kari Henquinet (PCMI); Erika Hersch-Green (BioSci); Tom Merz (SBE); Shane Mueller (CogSci); Keat Ghee Ong (BioEng); Thomas Oommen (Geo); Zhenlin Wang (CompSci)

Guests (6): Brian Barkdoll (Senate); Deb Charlesworth (Grad Sch); Annelise Doll (Library); Jacqueline Huntoon (Grad Sch); Amie Ledgerwood (Grad Sch); Nancy Byers Sprague (Grad Sch)

1) Meeting called to order at 4:07 p.m.

2) Review of 3/24/15 meeting minutes; approval upon correction of misspelled names and addition of Annelise Doll to guests.

3) Committee Reports:
   a. Graduate Faculty Review Guidelines (J. Huntoon): This proposal provides department chairs and/or deans with a timeline and mechanism for conducting a review of graduate faculty. The Graduate School will annually alert department chairs and/or deans that it is time to review graduate faculty. The new Graduate Faculty Appointment Form (fillable pdf document) was presented and approved; need to correct typo below the first box (“is” should be “are”) under “Evidence of Qualifications.” Discussion followed regarding the definition of Graduate Faculty, the termination process, as well as the timeline proposed (six years) with regard to the term length for graduate faculty appointments. It was decided to phase in the current graduate faculty each fall over the next three years.
      • Unanimously passed to bring proposal to Senate.
      • To Do: After summer, be ready to let GFC know if Grad School should only act on recommendations of department chairs/deans or should the Grad School do some investigating to find additional information before a decision is made.
      • Post-Meeting Note: Correction to new Graduate Faculty Form made 4/15/15
      • Post-Meeting Note: Dean and GFC should jointly develop procedures for instances when a recommendation for removal from the Graduate Faculty reaches the Dean of the Graduate School.

4) Old Business:
   a. Update regarding items discussed in March 24, 2015 meeting (D. Charlesworth): Proposal to Change Binding Options; Proposal to Reduce Required Signatures for Dissertations, Theses, and Reports; Review of Formatting and Document Requirements; and Guide to Preparing a
Dissertation, Thesis, or Report at Michigan Technological University. These were brought to the Senate 4/1/15 where it was agreed that all were procedural, and a vote was not needed. Effective fall 2015, the Graduate School will move forward with no longer requiring binding and will update deadline changes. It was decided the current email sent by Nancy announcing defenses would be copied to respective graduate directors. It was also pointed out that you can subscribe to the calendar which announces all defenses.

5) New Business:
   a. Leonard Bohmann nominated Andrew Storer to chair Graduate Faculty Council for the 2015-16 academic year.
      • To Do: Jackie Huntoon will speak to Andrew regarding this.
      • Post-Meeting Note: Andrew Storer has agreed to serve as chair for the 2015-16 academic year if elected. Elections will be held at the first meeting of the Graduate Faculty Council for the 2015-16 academic year (scheduled for 9/1/15).

6) Meeting adjourned at 4:35 p.m.