Minutes of the Graduate Faculty Council Meeting

Tuesday, October 1, 2013

**Members** (15): Keat Ghee Ong (Biomed), Craig Friedrich (MEEM), Zhenlin Wang (CompSci), Simon Carn (Geo), Kari Henquinet (PCorps), Shane Mueller (CogSci), John Durocher (BioSci), Ashutosh Tiwari (Chem), Yu Cai (SOT), Audrey Mayer (SocSci), Veronica Griffis (Civil), Jiguang Sun (Math), Noel Urban (Non-Dept.Env), Tom Merz (Bus), Julie King (ChemEng)

**Guests** (8): Jacqueline Huntoon (Grad Sch), Debra Charlesworth (Grad Sch), Nancy Byers-Sprague (Grad Sch), Amberlee Haselhuhn (GSG), Joel Tuoriniemi (Bus), Jason Carter (Kines), Sarah Lucchesi (Lib), Jacque Smith (Grad Sch)

1) Meeting called to order at 4:05 pm.

2) Review and approval of 09/10/13 meeting minutes.

3) Committee Reports:
   a. Research Only Mode (N. Urban): No report as the committee has not met yet.

4) Old Business:
   a. Naming of Master Degrees (Dean Huntoon): The purpose of this document is to clear up the terminology used to refer to our master's programs (Plan A, B, C, D) and refer to them as thesis, report, or coursework only. Members were asked to bring this back to their departments and to be prepared to vote at this meeting. There were no questions or comments.
      • (D): Motion to approve the proposal passed. Dean Huntoon will forward this to the Senate for review.
   b. SOT: Dual Degree Program (Y. Cai): Members were asked to bring this proposal back to their departments and to be prepared to vote at this meeting. Question/comments:
      • (C): In the last meeting it was suggested that Social Sciences may have some appropriate courses to add to the proposal. However, after further discussion the department will not be able to contribute at this time. Maybe in the future this can be approached.
      • (C): Dean Huntoon asks that Y. Cai bring the comment above to E. Levin and J. Frendewey as they have also received comments from the Curricular Policy Committee.
      • (C): The Senate policy for dual degrees is that the Curricular Policy Committee needs to approve them.
      • (D): Dean Huntoon will forward this to the Curricular Policy Committee for review.
   c. Publishing Agreement – Additional Approval Signature (D. Charlesworth): D. Charlesworth was contacted by a faculty member regarding the required signatures on the publishing agreement (the agreement that the student submits at the end of the thesis, report, or dissertation stage). Currently the advisor or the graduate program director signs off on the form. They are approving whether or not the document is released globally or strictly to a Michigan Tech audience and whether or not the document has an embargo. An issue arose where the faculty advisor of the student was not the principal investigator (PI) on the grant that the student was working on and there was no communication in terms of what the PI's requirements were. The faculty member asked that D. Charlesworth bring to GFC a question as to whether a signature line for a PI can be added to the form.
      • (C): This issue could be avoided by requiring restrictions to be specified at the time a student begins a supported project so that it is clear to him/her, the advisor, and the PI what the expectation is.
(C): You would think that everybody involved would know what the restrictions are. You would hope the faculty and student would be working together on whatever issues may arise.

(C): If you are the PI on a sponsored project, according to the University, the PI has the ultimate right and responsibility to make decisions to that project. It the PI's responsibility to inform the appropriate people of rules, restrictions, etc.

(D): Dean Huntoon will communicate with the Deans/Chairs that if students are being paid by sponsored projects and there is a need for embargo then it is the PI’s responsibility to inform those students at the time they are brought on the project. Possibly there should be a place where the student signs to acknowledge this as well.

New Business:

a. Master of Science Degree Program in Kinesiology (J. Carter): For the past few years Kinesiology has been working towards the development of a master’s degree. Currently their graduate students are housed either in Biological Sciences, Human Factors, or Biomedical Engineering. Rationale: Kinesiology now has the faculty to support a master’s program, there is a need to consolidate their current graduate students and faculty, Kinesiology is one of the fastest growing majors in the country, and there are students who are interested in course-based master’s degrees. This will also provide a stepping stone for a PhD program. Note that there are some required courses that are within other departments, specifically Biomedical Engineering, Biological Sciences, Math, and Psychology. J. Carter has spoken to the chairs of these departments and they have expressed an openness in allowing the students to take these courses.

• (Q): Who will teach the newly proposed courses?
• (A): The existing faculty and the three new hires (faculty search currently in progress).
• (Q): What is the career track of students who receive this degree?
• (A): Plan A students are likely to go on for a PhD (most logical career is in academia). Plan D students will be in the fitness industry or college athletics.
• (C): When the Graduate School is recruiting graduate students, they do get asked about Kinesiology.

TO DO: Please take the proposal (handouts section of the GFC website) back to your departments and bring feedback to the next GFC meeting. Please be prepared to vote.

b. Master’s Program in Accountancy Proposal (J. Tuoriniemi/T. Merz): This is a proposal for a 30 credit hour, Plan D coursework program, designed to attract students with and without undergraduate degrees in accounting who wish to earn a graduate degree. Should this proposal be approved, the SBE would also plan to offer an accelerated master’s program (BS/MSA). Rationale: 1) meet the goal of the University’s strategic plan, 2) in order to obtain a CPA license, a student must have earned at least 150 credit hours. Students realize greater market utility by completing a master’s program rather than taking additional undergraduate level courses, 3) there are interested students. The existing MBA program is geared toward innovation and technology which is not an appropriate fit for accounting students to continue on to.

• TO DO: Please take the proposal (handouts section of the GFC website) back to your departments and bring feedback to the next GFC meeting. Please be prepared to vote.

c. GFC Liaison to the University Senate (Dean Huntoon): The Senate policy allows for a liaison to the Graduate Faculty Council. Typically, this is assigned to somebody who is both a member of GFC and the Senate. Is anybody on Senate this year? No. Dean Huntoon will send Brian Barkdoll who is the Senate President the minutes from GFC. If need be he can task somebody from Senate to sit in on the GFC meetings.

d. Announcement: Independent Study Credits and Unacceptable Practices (Dean Huntoon): According to United States Immigration policy, international students who are here on student visas have to be enrolled fulltime and of those fulltime credits only three credits can be online. Allegedly students who were unable to enroll in face to face course sections due to capacity
limits were told to enroll in the online section which puts the University in violation of the immigration policy. International students should be given priority for enrollment in the face to face course sections and/or offer proctored sections. Another situation is resulting from students either wanting or needing to take more than the allowable number of 3000 or 4000 level credits. There is at least one department out there who reportedly is telling students to register for a 5000 level independent study course but then they do the 3000 or 4000 level course work. This is fraudulent. Faculty members were informed of the international student/online course issue but not of the 5000 level course enrollment issue. Dean Huntoon will email the deans and ask that they pass the message on to their faculty.

**e. Accelerated Master’s Program – BS/MS dual enrollment, unanticipated challenge (Dean Huntoon):** Currently students earn their undergraduate degree and sometime before they graduate they apply to the accelerated master’s program. After they are awarded their undergraduate degree they then are coded as graduate students and they need to complete at least 150 credits in order to receive the master’s degree and bachelor’s degree. Double counting and senior rule is allowed. Call for an Ad Hoc committee to address the following issue: a student in Electrical Engineering neglected to take a general education course until after they had exhausted all of their undergraduate course allowances and senior rule allowance. They were needing to take six credits of graduate courses but they had already taken their double counting allowance plus needed this one general education course. Could we do something where undergraduate students could be dual enrolled for both the BS and MS after they reach a certain point so that they could mix and match the BS level courses and MS level courses? At the time they complete their degree they would have to demonstrate completion of the BS degree and demonstrate completion of the MS degree.

- (Q): Isn’t the graduate program committee required to look at the courses and advise the students on which courses are needed to graduate? And if so, this would be their responsibility.
- (A): Yes.
- (Q): How will dual enrollment work with financial aid and paying undergraduate rate versus graduate credit rate?
- (A): This is something that the committee would need to address. Another issue that would need to be addressed is when the student can begin taking research credits.
- (D): The Graduate School will keep an eye on this and possibly revisit in the future.

**f. Information Item: GFC Agenda Items will be brought forth from the department interested in the topic (Dean Huntoon):** The University community brings issues to the Graduate School in order for them to be addressed at GFC meetings. GFC members assume that the Graduate School supports the item which is not always the case. From now on issues will be brought forth from the department representative of the interested party.

**g. Announcement (J. Smith):** There will be a GRE representative, Teresa Axe, on campus October 17 and 18. There will be a GRE presentation for students on Thursday, October 17 starting at 5:30 in Admin 404 (pizza and soda will be served). Please encourage students to attend. There will be a presentation for faculty and staff on Friday, October 18 from 7:30 am – 8:30 am in Ballroom B1 (breakfast will be served). ETS is offering a paper-based GRE revised General Test on campus February 8, 2014.

6) Motion to adjourn at 5:01 pm.