Minutes of the Graduate Faculty Council Meeting

Tuesday, October 04, 2011

**Members** (12): Thomas Drummer (Math), Ashutosh Tiwari (Chem), Craig Friedrich (MEEM), Greg Waite (Geo), Eugene Levin (Sch Tech), Steve Seidel (CompSci), Barry Solomon (SocSci), Amy Marcarelli (Bio), Paul Ward (Cog Sci), Andrew Storer (SFRES), Mike Bowler (Rhet), Judith Perlinger (Atmos)

**Guests** (6): Heather Suokas (Grad Sch), Debra Charlesworth (Grad Sch), Nancy Byers-Sprague (Grad Sch), Felicia Chong (GSG), Erik Nordberg (Libr), Jackie Huntoon (Grad School)

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

2) Review and approval of 09/20/11 meeting minutes.

3) Committee Reports:
   a. Call for Volunteers to Form a Thesis/Dissertation Guideline Review Committee (Dean Huntoon): A committee has been formed of Gordon Parker (ME-EM), Alicia Sawdon (GSG), Margo Woller-Carter (GSG), Blair Orr (SFRES) and Steve Seidel (Comp Sci) to help the dean revise and finalize the guidelines. What are the legal, formal constraints and who imposes them? Being that we are a public university, the results of research that are conducted here have to be made public. If we submit our material to be published or to ProQuest for long term distribution then we have to follow their guidelines. The committee is being tasked to evaluate the guidelines and to make as few requirements as possible while still ensuring the final product is held at a high standard. Can some of the formatting checks be automated? Some are possible and those that are possible currently are auto checked. Does this committee review reports as well? No. Why? Reports are subjected to a lower level of scrutiny. It is in the hands of the departments to form guidelines for reports. Reports are not bound or submitted to ProQuest. The research that is required for a thesis/dissertation has more depth than what is required for a report. Some departments disagree with that and require just as much depth and research as is required in a thesis/dissertation. Dean Huntoon uses the following example when determining between a thesis/dissertation and a report: for masters students, if their research would result in a full length journal article, in a high quality, respected peer review journal then that is considered a thesis. For a dissertation she sees the equivalent of three peer reviewed journal articles. If the piece is something that could go into a newsletter then that would be a report. If people feel that reports should be subjected to the same level of scrutiny as thesis and dissertations they are welcome to discuss that with the committee. Are reports required to go through TurnItIn.com? No, that is the student’s choice whether or not to use that website, as is the case with theses/dissertations.

4) Old Business:
   a. Category Revisions for Graduate Faculty (Dean Huntoon): Two weeks ago the Council was asked to bring these changes back to their departments for review and feedback. Questions/Comments: How will each department decide which category an employee will fit into? That responsibility will go to the Graduate School. Currently how are the members taken off of the graduate faculty? For example if a department puts someone on as adhoc, do they automatically get taken off? No, on a yearly basis, N. Byers Sprague emails all the departments with adhoc graduate faculty whose students have already graduated asking them who should be removed from graduate faculty. Does each of these categories serve a different role? No, that has been done in the past and caused a lot of confusion. If these categories do not play different roles than this proposal seems like an unnecessary level of detail. Does anybody want to see each of these categories have different roles? There were no affirmative responses. If this goes into place how will the change in category name occur? Each person will be re-labeled by the Graduate School which would then be listed on the graduate faculty locator. Would this have any impact on anybody outside of the University? The only time this will have an impact is when we have to report out.
For example, we would want to exclude temporary members. A motion to table this proposal for some more consideration was passed.

b. Changes to GACS (Dean Huntoon): Two weeks ago the Council was asked to bring these changes back to their departments for review and feedback. Questions/Comments: This seems to take the opportunity away to request cost share which would make us less competitive especially for those in the early stages of their career. In the past, money was returned to chairs and GACS was created to prevent that from happening because there were complaints as to how chairs were spending the money. Why go back to a process that was a problem? GACS was created to help fund students and stimulate research. The dean asks for feedback on the following idea: rather than doing cost share for new faculty, for example, all new faculty receive summer support for two years. The problem with that is this cannot be told to federal agencies because it would be considered cost share. No, you can talk about cost share in your proposal; you just cannot tie a dollar amount to it. Where did this proposal originate? This came about because GACS is now in good financial shape and so it is an opportunity to make changes. So, what is the problem with the current system? In the last year, there was a change in the indirect cost allocation process so that centers are getting more than they used to get, project managers are getting more, but department chairs are getting less. Would it be worthwhile for the GFC to make a counter proposal? Yes. Andrew Storer volunteers. One problem that the dean would like addressed in the proposal from the council relates to new faculty who need help from a student in order to obtain preliminary results that can then be used in a proposal. At present, these faculty are not served by GACS. GACS has been protected for research. What if a chair decides to give the money to help with teaching rather than research? The money would be put into departmental accounts with specific spending specifications. Can a policy be developed in which chairs would have to follow when using these funds? Some departments have an executive or finance committee that would oversee spending decisions. In a situation where cost share is required do the departments still request that from the Graduate School? Yes. Can the money be rolled over into the next year or does it need to be spent within the year? The University has a two percent carry forward rule. What if a GACS account was set up within the department, could the money go into that account and be carried forward? The dean is open to that idea as long as it was not tied to a specific project. This will be discussed further at the next meeting on October 18.

5) The GFC will meet on October 18 (two weeks from today, October 4).

6) Motion to adjourn at 5:03 pm.