

AGENDA
For
UNIVERSITY GRADUATE COUNCIL

Friday, March 24, 2014

9:00 a.m.

103 Sherrick Hall

Open Campus Forum – Comments from campus visitors

Approval of Minutes – March 7, 2014

Guest presenter – Dr. Tony Hartshorn, Land Resources & Environmental Sciences
A modest proposal for PhD candidates: a standardized timeline and '3 minute thesis' deliverable

Committee Updates and Reports

- Curriculum Committee Report (Ruff, plus two new members)
 - Course Changes: BIOM 525, ENTO 510, LRES 552, MB 544, WILD 504, WILD 513, BIOE 521
 - Course Deletions: EENV 535, EENV 564, PSCI 573
 - New Course Requests: AMST 689, BIOH 565, CSCI 591-850, FILM 524, KIN 525, NRSB 609, NRSB 620, NRSB 621, NRSB 630 NRSB 631, PSYX 505, PYSX 510
 - New Programs: PhD in Psychological Science, Level II
- Policy and Procedure Report (Idzerda, Murphy, Shreffler-Grant)
 - PhD Enhancement, Travel and Meritorious Awards
 - Graduate Committee policy
 - Video Conferencing policy
- Governance Report (Dyer, Codd, Christensen, Reidy)
 - Graduate Committee composition wording

Discussion Items

Next scheduled meeting – April 7, 2014 9:00-11:00 am Sherrick 103

The following tenured/tenure-track faculty positions may chair thesis/dissertation/professional project graduate committees or serve as graduate representatives on these committees:

1. Professor
2. Associate Professor
3. Assistant Professor

The following non-tenured positions (policy 341.00: research professional with academic responsibilities) may serve as committee members on thesis/dissertation/professional project graduate committees, but not as chair of said committees:

1. Research Professor
2. Associate Research Professor
3. Assistant Research Professor

The following non-tenured research professional positions (policy 342.00: research professional) may serve as committee members on thesis/dissertation/professional project graduate committees, but not as chair of said committees:

1. Senior Research Scientist
2. Research Scientist
3. Senior Research Engineer
4. Research Engineer

In some cases professionals or experts holding a Masters and/or Doctorate in the field of study but not employed by MSU may serve as a committee member but only by approval of the Graduate School. Current vitae or resume must be submitted or be on file with the Graduate School.

Emeritus faculty may not act in the capacity of chair.

Post-doctoral students, adjunct faculty or affiliate faculty may not serve in any capacity on a thesis, dissertation or professional project committee.

Graduate School Policy:

Major Professor (Committee Chair)

As of fall 2013, students are assigned a tenured or tenure-track faculty member to serve as the advisor upon admission. This professor is the student's graduate advisor, chairperson of the student's graduate committee, and acts as a channel of communication within the major department.

The department head or graduate coordinator may act as the advisor until a major professor is selected. In the event that the student does not select a major professor within the first term of attendance as a doctoral student, the department head must appoint a temporary advisor. The faculty member will advise the student until a major professor is selected.

Master's Graduate Committee

The master's committee advises the student on academic matters and is the examining committee for the master's comprehensive and/or defense-of-thesis examinations.

Committee composition

A master's Committee is comprised of 3 to 5 faculty members. The chair must be a PhD, tenure track (or tenured) professor from the degree granting department. The majority of the committee should be made up of faculty from the degree granting department, but due to the interdisciplinary nature of many degrees, is not limited to the degree granting department.

The major professor and the department head recommend the committee which must be approved by The Graduate School on the "Program of Study" or "Committee Revision" [forms](http://www.montana.edu/gradschool/forms.html) found at www.montana.edu/gradschool/forms.html

Faculty affiliates and Non-MSU committee members

Faculty affiliates, faculty of other institutions and nonacademic experts may serve as additional committee members, but not as committee chair. Committee members not holding faculty status at MSU must submit documentation of their qualifications, including a vita. In some cases, faculty affiliates, faculty of other institutions or non-academic experts may act as co-chairs of a student's committee.

Doctoral Graduate Committee

The graduate committee advises the student on academic matters and is the examining committee for the comprehensive examination and dissertation defense.

Committee composition

The doctoral committee must include a minimum of four members *excluding* The Graduate School-assigned Graduate Representative. The chair must be a PhD, tenure track (or tenured) professor from the degree granting department. The majority of the committee should be made up of faculty from the degree granting department, but due to the interdisciplinary nature of many degrees, is not limited to the degree granting department.

The major professor and the department head recommend the committee which must be approved by The Graduate School on the "Program of Study" or "Change of Committee" [forms](http://www.montana.edu/gradschool/forms.html) found at www.montana.edu/gradschool/forms.html The final member is the Graduate Representative, who is appointed by the Graduate Dean. See "Graduate Representative" below.

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