University Graduate Council Minutes

Friday, March 7, 2014

Council in Attendance:
William Ruff (EHHD)  Sarah Codd (Engineering)
Anne Christensen (Business)  Mary Murphy (Letters – Letters & Sciences)
Jean Shreffler-Grant (Nursing)  Alan Dyer (Agriculture)
Karlene Hoo (The Graduate School)  Roshan Patel (Student rep. Arts & Arch.)

Also in Attendance:
Amanda Brown (The Graduate School)  Erin Smith (The Graduate School)

Absent:
Josh DeWeese (Arts and Architecture)  Michael Reidy (Ex Officio, Graduate Educ.)
Yves Idzerda (Sciences –Letters & Sciences)

• Meeting started at 9:06 am
  Acting Chair: William Ruff

• No comments from campus

• February 24, 2013 minutes approved with minor change

• Committee Updates and Reports
  • Curriculum Committee Report
    • Standing committee members: William Ruff, Josh DeWeese, and member to be determined.
    • Technical difficulty accessing information. No report at this time.
    • Dean Hoo: concern that there are many requests needing review (deletions, increase of course credits, new course requests).
    • Requests with no or missing signatures must be returned without review (RWR).
    • Checking for accuracy, justification, and so forth.
  • Policy and Procedure Committee Report
    • Standing committee members: Yves Idzerda, Mary Murphy (alternate: Tim LeCain), and Jean Shreffler-Grant.
    • Presidential and Meritorious awards.

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Committee member Shreffler-Grant stated that the criteria for making the awards were not clear. She stated she might have used incorrect criteria.

Dean Hoo agreed with Committee member Shreffler-Grant that the description and criteria of both awards were unclear. She also agrees that we cannot change these criteria at this time. But suggested that the P&P standing committee recommend changes to the description and criteria for the next round (AY15-16) as soon as possible.

Committee Chair Idzerda recommendations made via email were read aloud by Acting Chair Ruff: Allow Dean Hoo to follow the procedure and review criteria of evaluation for subsequent years.

Committee member Codd: Motion to bypass P&P committee to Dean Hoo's discretion.
  2nd: committee member Dyer.
  Passed, no opposition.

For the current term:
  If the student does not accept award, the dept. does not have the authority to offer the funds to another student. The unallocated funds come back to the Graduate School.
  There should be a deadline for these nominations—Department to work harder on recruitment to get the highest quality students sooner than later.
  Consider a change from PhD to both PhD and doctoral graduate students.
  Funding needs to be available following on these types of initial awards to assure the student progresses to completion of the degree—recruitment to degree progression.
  Giving two to each department is not competitive. The highest quality students should be selected regardless.
  Acting Chair Ruff: Restructure the award to allow for one-time costs associated with starting graduate study, then the dept. and/or grant supports for continuation to program of study completion.
  If you give an assistantship and couple it with a waiver, what is the merit of each? Coupled vs. un-coupled?

- PhD work: Final year-thesis/dissertation, the student should not be a TA, the Graduate School and the department should have provisions for the student to focus on the thesis/dissertation preparation and publishing in peer-reviewed journals or as appropriate.

- PhD enhancement award
  Committee member Murphy had technical difficulty accessing one of the PhD Enhancement award nominations.
  Committee member Murphy—suggest giving the two GTA's to the five departments who have applied.
Committee member Codd: Issue—believe some of the departments were not aware the call for renewal had gone out.

Dean Hoo: claimed the notice to renew for the PhD Enhancement award went out in December 2013 by the then Interim Dean Ron Larsen.

Although the current description of the award is not clear, changes can be made
- Committee member Codd: commented on competitive fellowship program.
- Committee member Codd: Too much connection with the undergraduate programs
- Dean Hoo: focus should be on graduate support

Need a deadline to apply for this award.

Committee member Murphy: Motion to give the award to the 10 from five departments and send out reminder call for the remaining two.
- Motion withdrawn—P&P to come up with better collaborative recommendation

Committee member Murphy: re-advertise with a deadline, combine all proposals in one pool (include current five) and evaluate together.
- Committee member Codd: quick turnarounds are possible; it was recommended that a notice about this award be publicized with a deadline of close of business Wednesday, March 19, 2014.

Committee member Dyer: recommends concrete evaluation, and a prioritized list of the applicants.

The members of the P&P will evaluate and come back with recommendations at the next meeting.

Dean Hoo: agreed to another call if additional monies were unallocated.

- Travel Award: Dean Hoo reported that $24k of travel grant funds are allocated
  - Dean Hoo asked about her proposal to the UGC in the previous meeting to use ½ of the travel funds to support the travel of current MSU students to attend conferences and so forth to present their research results.
    - She stated that she would expect the Colleges to match by as much as ½ of the travel costs. She also stated that the colleges in more than one instance did provide some funds.
    - Committee member Murphy: to expand on this and will suggest modifications to the wording.
  - Further discussion at the next UGC meeting.

- Governance Committee Report
  - Standing committee members: Alan Dyer, Sarah Codd (alternate: Brendan Mumey), Anne Christensen, and Michael Reidy
  - Email: pass/fail transfer of credits
    - Student needs to be taking class that assigns a grade
  - Transfer of pass/fail to a program of study—should not be allowed.
Standing committee chair Dyer: Recommend limiting three credits pass/fail allowed (no pass fail can be transferred from another institution)
Transfer of pass/fail between masters and doctorate?
Standing committee chair Dyer: Motion to change policy to effectively read “No transfer of pass/fail from another university, however a limit of 3 credits of P/F if the course was taken at MSU.”
  2nd: standing committee member Christensen
  Passed, no opposition

- Video conferencing during Doctoral Comprehensive Exam/Defense
  - GS Program Director Amanda Brown: review of policy needed concerning use of two-way video
    o Committee member Shreffler-Grant: rarely are students/faculty in Bozeman, what is “Base”—who counts as on videoconference?
    o Acting Chair Ruff: remote students; technology is prevalent and robust.
    o Student representative Patel: diligence by committee needed.
    o Committee members Dyer & Christensen: Quality of all committee members should being in the same room, especially for the PhD defense
    o Dean Hoo: Proctor is to be with the videoconferencing student – qualifications of the proctor?
    o Committee member Christensen: Pivotal point in the degree
    o Committee member Murphy: Traveling is not difficult—not acceptable for student to not have direction from advisor, defense critical to success
    o Many requests for exception are made
    o Committee member Christensen: Traveling is not that big of a deal. Felt that this is a momentous event in a student’s life and as such student should have better support and representation. Not acceptable to not have direction from professors.
    o Further discussion at the next UGC meeting

- Meeting adjourned at 10:55 am

- Next scheduled meeting: March 24, 2014 9:00-11:00 am, Sherrick 103