April 14, 2021                                9:00 a.m. – 10:30 p.m.              WEBEX

UNIVERSITY GRADUATE COUNCIL
MINUTES

Council in Attendance:
Mike Wittie (Engineering)
Christopher Livingston (Architecture)
Lisa Davis (Letters & Science)
Tricia Seifert (Education)
Bradford Watson (Faculty Senate)
Marc Giullian (Business)
Brock Smith (Agriculture)
Wade Hill (Nursing)
Catherine Dunlop (Letters & Science)
Que Vo (International Programs)
Sara Mannheimer (Library)
Craig Ogilvie (Dean of The Graduate School)

Also in Attendance:
Lauren Cerretti (Graduate School)
Emily Peters (Graduate School)
Kirk Lubick (Office of Research Compliance Director)
Liz Shanahan (Associate VP for Research Development)

Absent:
Maureen Kessler (Student Representative)
Dawn Tarabochia (Health & Human Development)
Dennis Aig (Arts)

Meeting started at 9:03 am on WebEx

March 31, 2021 minutes
- Motion to approve by Dunlop, 2nd by Wittie, unanimous approval

Announcements

- Update from The Graduate School Staff
  - Online graduation application opening in MyInfo Summer 2021

- Faculty Senate update (Watson)
  - Senate leaders across MUS met with OCHE rep: establish a regular meeting with senate leadership and OCHE; House Bill 102 concerns
    - Encourage public comment on House Bill 102 prior to May 17th
Guests

- **Kirk Lubick & Liz Shanahan, revised research misconduct policy**
  - Revised research misconduct policy; last revision was 2012
  - 3 areas: fabrication, falsification, and plagiarism
  - Summary of changes: create advisory committee and include Dean in the process; strengthen inquiry and investigation sections; clarified process and definitions; added responsibilities and protections/rights, standards section, decision section, and appeals section (appeals go through VPR-EDGE)
    - Appeals process focuses on whether the process was fair and followed procedure, not on the decision
  - Questions/Comments
    - Record keeping: obligation of the university personnel to provide records – are there standards for record keeping?
      - No standard way to keep records at this point; federal guidance coming, but haven’t instituted yet
      - In terms of this policy, student signs that they have provided all records to the Office of Research Compliance
    - The Graduate School doesn’t have a role in the investigations in the policy as written, but in practice, Donna works closely with Kirk to support the student
    - If there is a student with a finding against them, it goes to student conduct for sanctions; student conduct normally holds hearings for other conduct issues before sanctions – the intent for research misconduct is not to replicate hearings. How will this hand off occur?
      - Formally notify the Dean of Students of finding, Dean of Students takes recommendation of findings for sanctions – a research misconduct case will not be retried

Old Business

- **MS-Sustainable Food Systems Online Option:** pending updates from proposer

- **MS Material Science, Level II program proposal**
  - Revised proposal sent to Council
  - Needs section: industry needs, employment trends, etc. could be added to strengthen the proposal – Dean Ogilvie can work with proposer on this section before moving the proposal to the next step
  - How would this program be administered with The Graduate School as academic home?
    - Interdepartmental programs should have a program director (intellectual lead, ex: Rob Walker); recommend forming a faculty governing committee from the different departments; SIP proposal for a shared services administrative staff position for interdepartmental graduate programs
    - Recommend a student center for graduate students to socialize together – especially helpful for students in interdisciplinary programs
      - There is a current proposal for a collaborative graduate student space
• Administrative support comes up repeatedly. Currently no guidelines for administrative workload. As programs grow and add new programs, administrative support doesn’t change.
  • Impacts the quality of implementing these graduate programs
  • Dean Ogilvie can look into this position descriptions, workloads, etc.
  o Davis motions to approve with understanding that the needs section will be strengthened before it moves forward; Wittie seconds
  • Motion passes: 8 in favor, 0 opposed, 0 abstention

• MS Interdisciplinary Studies, Level II program proposal
  o Review updates to proposal
  o Clarification: financial support text added (references table)
  o Concern of unintended consequences of additional compensation outside of the regular department frame
    ▪ Faculty chairing these PhD students currently don’t get any recognition
    ▪ Important that Department Heads recognize this workload in the department
  o Different departments have different cultures and expectations. Is there a student handbook? Will the chair govern any disagreements, differences in expectations, etc.?
    ▪ Faculty involved with the PhD program pointed out need for a handbook; this will be developed
  o Discussion on how interdisciplinary committees would be evaluated in post tenure review
    ▪ Further discussion needed on interdepartmental initiatives
  o Discussion tabled for members to discuss workload, chairing committees, etc. with department leadership

• MENG-Civil Engineering, Level II Proposal
  o Review updates to proposal
  o Dunlop motions to approve, second by Wittie
    ▪ Motion passes: 7 in favor, 0 opposed, 0 abstention

• MENG-Environmental Engineering, Level II Proposal
  o Review updates to proposal: rubric for 592 did not get updated; Livingston will work with proposer to update
  o Witte motions to approve, second by Aig
    ▪ Motion passes: 7 in favor, 0 opposed, 0 abstention

• Associate Graduate Faculty: tabled

New Business

• Regulatory Science, Level I program Proposal
  o Review program proposal
  o Questions/Comments
    ▪ Course rotation would make it difficult for students that missed a course
    ▪ This program also resides in The Graduate School?
• SIP proposals are a high priority for more capacity (Associate Dean and administrative position to handle programs housed in The Graduate School)
  o Also acknowledge the increase in applications, programs of study, graduation applications, etc.
• Suggest inviting leadership to attend a UGC meeting – UGC reps from all departments can voice the need for to grow
  o Agenda item for fall
  ▪ Could this program be run out of Engineering instead of the Biofilm Center?
  ▪ Also Ag Econ – spans two colleges
  ▪ In resources section, suggest using the language NTT instead of adjunct
  ▪ If run out of Grad School, will NTT faculty belong to a department?
  ▪ Can add the departments’ roles in hiring, evaluating the faculty, etc.
  ▪ Concern that NTT faculty are less connected to the university and campus resources
  ▪ Structure of governing faculty committee can be added to proposal—e.g. are there TT faculty providing oversight

Adjourned at 10:33 am

Next scheduled meeting – April 28, 2021 WEBEX