

Graduate Faculty Meeting
May 1, 2006 3:00 pm
Havener Center

The graduate faculty meeting for the Spring 2006 semester was called to order at 3:00 pm. The list of graduate degree recipients for the Spring 2006 commencement was amended with the addition of Susan Wright (MS in Systems Engineering) and the amended list was approved unanimously. The following individuals were elected as officers of the graduate faculty for the 2006-2007 academic year: Richard DuBroff (Chairman), Joe Newkirk (Secretary), and Matt O'Keefe (Parliamentarian). A motion to change the rules for awarding graduate minors was forwarded and approved unanimously. Essentially the change requires that the courses used to fulfill the graduate minor requirement must be taken concurrently with the courses used to fulfill the graduate major degree. A motion to allow more hours of thesis research (course number 490) in the MS thesis option graduate program was approved by a vote of 16 to 4. A motion to change the deadlines for submitting graduate forms IV, V, and VI was slightly amended and subsequently approved. The full text of these three motions, including amendments is attached to these minutes as Appendix A. A motion to approve MS and PhD degrees in interdisciplinary engineering was approved with a vote of nineteen in favor and one opposed. A motion was presented to allow students the option of having electronic copies of their theses and/or dissertations included in the UMR institutional repository was presented and approved. These electronic copies would be in addition to the paper copies presently required by the laboratory and it is intended that this option would become available in the Fall 2006 semester. The full text of the motion is included in appendix B.

Appendix A:

Proposed changes to the graduate catalog:

1. Graduate minors.

The catalog states on p.18 "Requirements for the graduate minor are determined by the department offering the minor. Graduate minors can only be awarded when the major degree is awarded."

It is proposed that courses used to fulfill the graduate minor must be taken during the time period of the major degree to be awarded.

New suggested wording:

Requirements for the graduate minor are determined by the department offering the minor. Graduate minors can only be awarded when the major degree is awarded *and all requirements for the graduate minor must be completed during the graduate program for the major degree.*

Rationale for proposed changes:

Current wording allows too great a freedom in specifying coursework that qualifies for the minor.

2. Removing the limitations on research hours applied towards M.S. with thesis.

Graduate catalog states on page 22 "At least 6 hours of the required work will be from the group of lecture courses bearing numbers in the 400 series, and it is recommended that at least six semester hours will be devoted to courses outside the major department. A maximum of six hours of 200-level courses can be accepted in an M.S. program. Credit for research work conducted in preparation of the thesis is counted in terms of hours making up the total credit hours in research, special problems, special investigations, special readings, and graduate seminar, and must not exceed 12 hours."

It is proposed that graduate faculty rules set minimum standards with respect to the lecture coursework rather than limiting the hours counted towards research.

New suggested wording:

“At least 6 hours of the required work will be from the group of lecture courses bearing numbers in the 400 series, and it is recommended that at least six semester hours will be devoted to courses outside the major department. A maximum of six hours of 200-level courses can be accepted in an M.S. program. The program of study must have a minimum of six hours devoted to Graduate Research, Course 490¹” and a minimum of 18 hours of lecture courses bearing numbers in the 200, 300 and 400 series, and may include up to 9 hours of course work transferred from universities outside the University of Missouri system.

Rationale for proposed changes:

a. Graduate Faculty should only set minimum standards. No such limitations on research currently exist for the Ph.D. candidates.

b. Graduate students should be encouraged to take seminar courses and other intellectually stimulating endeavors for credit without limiting the advisor’s ability to assign 490 hours.

3. Deadlines for Forms IV, V and VI.

The graduate catalog states:

On page 26: “To initiate candidacy for the degree of doctor of philosophy, the student will be required to pass a qualifying examination administered by the department which the student expects to become a candidate.”

On page 26: “Prospective Ph.D. candidates who have received a bachelor’s degree but not a master’s degree should consult with their advisor, and an advisory committee (recommended by the department on Graduate Form V), shall be approved and appointed by the school/college dean during the second semester of attendance as a graduate student.”

On page 27: “ and select the proposed advisory committee (Graduate Form V) for appointment by the school/college dean during the early part of their first semester of attendance after having received the master’s degree.”

On page 27: “This outline (Graduate Form VI-Ph.D.) must be submitted to the school/college dean for approval before the student enrolls for a second semester.”

On page 28: “4. Consults with advisor to select an advisory committee of five members at the earliest opportunity after completion of qualifying examination. With previous graduate work at UMR this can normally be accomplished during the first semester. In all instances it should be completed not later than six weeks into the second semester.”

Rationale for proposing changes:

For an incoming (non-UMR) student with a master’s degree, the statements above require the student to successfully complete a qualifying exam not later than six weeks into the second semester of enrollment at UMR. Many departments have qualifiers that are partially based upon specified UMR coursework that may not be completed by the deadline specified.

New suggested wording:

There are two requirements to initiate candidacy for the doctoral degree:

- 1. The student will must pass a qualifying examination administered by the department in which the student intends to become a doctoral degree candidate.*
- 2. The student must have satisfactorily completed the first 30 credit hours of graduate study.*

In the case of students who do not have a relevant master’s degree, the second requirement will normally be fulfilled when the student satisfactorily completes 30 credit hours of suitable graduate coursework towards their doctoral degree. The second requirement will normally be fulfilled automatically for students who have a relevant master’s degree. In both cases, the determination of when the second requirement for candidacy is satisfied rests with the department.

Candidacy must be established prior to the beginning of the fifth

semester (not counting summer session) of enrollment as a graduate student in a doctoral program. Graduate forms IV, V and VI must be completed not later than six weeks into the fifth semester.

Appendix B:

Institutional Repository and Student Thesis and Dissertations

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Purpose and Background

The purpose of the UMR Institutional Repository is to provide a single place to find all of the scholarly output produced at UMR. This will both aid internal researches at our campus in finding their colleague's work as well as appearing to non-UMR affiliates as a great showcase of the work done on this campus.

This Repository will be deployed in various stages based on the ease of obtaining the content to be processed. One of these early stages that has been identified are student thesis and dissertations. The Library already has the workflow established in the thesis and dissertation submittal process in which the students work, in paper form, is submitted to the library to be bound and microfilmed as permanent record of their research.

Proposal

The Institutional Repository Planning Committee is asking that students be presented the option to submit their work into the Repository by providing a

1

PDF copy of their dissertation or thesis along with the print version on

2

CDR to the college office where they will be submitting a paper copy of their thesis.

3

The college office waits for a form to be submitted via the web that details cataloging issues for library staff. On this form, *an option will be added* that lets the student **elect** to include their work in the repository. If any copyrighted images are used in the thesis, they **will** be “blacked out” to avoid legal action by the respective publisher. We ask that advisors encourage students to only use original work in their thesis.

1

Word files may be accepted, but will be turned into PDF on-the-fly by the Documentum software. Feasibility is yet to be determined.

2

Or another acceptable format, such as an email attachment, the feasibility of which will be determined as the system is constructed.

3

<http://web.umr.edu/~lib-per/Cataloging/CatalogingInfoForm.html>

Also, some degree programs have been recognizing thesis that are not actually one continual piece of work, but instead a combination of several published papers, in preprint form, reformatted to fit UMR thesis guidelines. The acceptance of this type of thesis will be subject to the publisher’s archival guidelines. One group that maintains a current list of different publisher’s archive policies can be found here:

<http://www.sherpa.ac.uk/romeo.php?all=yes>

Other publisher’s not on this list would need to be checked separately.