

# Graduate Council Meeting Agenda

Wednesday, November 04, 2020, Noon to 1:00 PM

Zoom: <https://umsystem.zoom.us/j/94588032621?pwd=NlZSY2VjeXRhTGtJeXITMEJpa3Fvdz09>

Meeting ID: 945 8803 2621 / Password: 666663

1. Roll Call
2. Approval of Minutes from October 07, 2020 Meeting
3. Informational: Should the Rules and Regulations be Modified to Include Vice Provost of Enrollment Management as Ex officio Member of Graduate Faculty? - To be discussed further at February meeting
4. Ad Hoc Committee to Discuss New/Revised Forms for Graduate Students to Reflect Changes in the FS20 Graduate Catalog – See Attached List
  - The Graduate Forms Review Committee has reviewed two newly created forms and thirteen updated forms (as listed on page two of this agenda), and recommends that all forms be approved by Graduate Council and moved for final approval by the Graduate Faculty in December. Should the Graduate Faculty approve for the 2nd or Subsequent Master's be returned to the Graduate Catalog, and/or the coursework requirement for doctoral degrees without master's be changed from 36 to 30 credit hours, the committee also recommends that the Form 1/1A and/or Form 5/5A to be updated to reflect those changes without additional review.
5. Nominations/Election for 2020-21 End of Year Awards Committee
  - Five members
    - Four must be members of Graduate Faculty (Nominations: Dr. V. Prakash Reddy, Dr. Gayla Olbricht, Dr. Xongxian Zhang)
    - One must be a staff member working with a graduate program/office (Nomination: Jeannie Werner, CArE)
6. Amend FS20 Graduate Catalog by Adjusting Coursework and Research Requirements for Doctoral Students without a Master's (Dr. Michael Moats) – See Attached Proposal (Tabled from October 07, 2020 meeting)
7. Presentation from Sara Fayek, Council of Graduate Students President – Main Issues Affecting Graduate Student Support (Tabled from October 07, 2020 meeting)
  - Suggestion for Creating a Graduate Student Bill of Rights
8. Including Student Insurance on External Grant Proposals (Dr. Costas Tsatsoulis)
9. New Business

**CERTIFICATE FORMS:**

1. Substitution for Required Certificate Course(s)
2. Certificate Program Courses Form

**MASTER'S FORMS:**

1. Form 1/Form 1A: Plan of Study/Revised Plan of Study
2. Form 1B: Appointment of Committee for Master's Comprehensive Examination
3. Form 2: Report on Final Examination (Defense) and Thesis Approval
4. Form 3: Report on Master's Non-Thesis Comprehensive Examination

**DOCTORAL FORMS:**

1. Form 4: Report on Qualifying Examination
2. Form 5/Form 5A: Plan of Study/Revised Plan of Study
3. Form 6A: Request for Authorization of Doctoral Comprehensive Examination
4. Form 6B: Report on Doctoral Comprehensive Examination
5. Form 7: Report on Final Examination (Defense) and Dissertation Approval
6. Request for Continuous Registration
7. Application to Conduct Off-Campus Research

**OTHER (NEW) FORMS:**

1. Request to Change Catalog Year (Graduate Degree and Certificate Programs)
2. Request for Leave of Absence (Graduate Degree and Certificate Programs)



# Materials Science and Engineering

**To: Graduate Faculty Council**  
**From: Michael S. Moats, MSE Representative**  
**Date: September 23, 2020**  
**Subject: Proposed Change to Direct PhD Course Requirements**

The current Missouri S&T graduate catalog for M.S. and Ph.D requirements are listed below.

<http://catalog.mst.edu/graduate/admissionsandacademicprogramprocedures/mastersdegrees/>

The master of science degree with thesis requires a minimum of thirty hours of graduate credit. The plan of study (Form 1/1-A) must include a **minimum of eighteen credit hours of 4000-, 5000-, and 6000-level lecture courses** (1000/2000-level courses cannot be included). **A minimum of six credit hours of the required coursework must come from the group of 6000-level lecture courses.** Additionally, **a minimum of six credit hours of graduate research is required.** If a student has co-advisors in different departments, the student's graduate research credit may be shared by all departments involved.

<http://catalog.mst.edu/graduate/admissionsandacademicprogramprocedures/doctoratedegrees/>

Students who hold a master's degree will be required to complete a minimum of forty-two hours of graduate credit. The plan of study (Form 5/5-A) must include a minimum of twelve credit hours of 4000-, 5000-, and 6000-level lecture courses (1000/2000-level courses cannot be included). It is recommended that nine credit hours of the required coursework come from the group of 6000-level lecture courses. Additionally, a minimum of twenty-four credit hours of graduate research is required. A Ph.D. student who holds a master's degree will receive a block of thirty credit hours that can be included on the Form 5/5-A, which will count toward the total seventy-two-hour program requirement.

Students who do not hold a master's degree will be required to complete a minimum of seventy-two hours of graduate credit. The plan of study (Form 5/5-A) must include a minimum of thirty-six credit hours of 4000-, 5000-, and 6000-level lecture courses (1000/2000-level courses cannot be included). It is recommended that fifteen credit hours of the required coursework come from the group of 6000-level lecture courses. Additionally, a minimum of twenty-four credit hours of graduate research is required.

Credit from only one master's degree may be included on the doctoral plan of study (Form 5/5-A).

Table 1 summarizes the current graduate degree requirements. From a consistency standpoint, the direct PhD requirements should be the sum of the requirement hours for PhD from MS + MS requirements in terms of lecture hours and research hours. Table 2 reflects this approach and is my recommendation for change.

**Table 1. Current minimum graduate degree requirements at Missouri S&T**

Degree	Transfer Hours from MS	Minimum All Lecture Hours	Minimum 6000 Level Lecture Hours	Minimum Research Hours	Minimum Total Hours
MS		18	6 (must)	6	30
PhD from MS	30	12	9 (recommended)	24	72
Direct PhD		36	15 (recommended)	24	72



**Table 2. Proposed changes to minimum graduate degree requirements at Missouri S&T**

Degree	Transfer Hours from MS	Minimum All Lecture Hours	Minimum 6000 Level Lecture Hours	Minimum Research Hours	Minimum Total Hours
MS		18	6 (must)	6	30
PhD from MS	30	12	9 (recommended)	24	72
Direct PhD		<b>30</b>	15 (recommended)	<b>30</b>	72

If approved the proposed wording change (highlighted in bold) to the graduate catalog would be:

Students who do not hold a master's degree will be required to complete a minimum of seventy-two hours of graduate credit. The plan of study (Form 5/5-A) must include a minimum of **thirty** credit hours of 4000-, 5000-, and 6000-level lecture courses (1000/2000-level courses cannot be included). It is recommended that fifteen credit hours of the required coursework come from the group of 6000-level lecture courses. Additionally, a minimum of **thirty** credit hours of graduate research is required.

