

# **Graduate Council Meeting Minutes**

**November 11, 1994**

University Center East

The meeting was called to order by chairman Professor F. Blum.

All members present were introduced.

Attendees: Profs. N. Anderson, F. Blum, R. Bryant, A. Crosbie, O. Crosser (substitute for R. Reed), L. Dharani, R. DuBroff, D. Hammerlee, S. Kapila, S. Keyvan, J. Newkirk, Y. Omurtag (substitute for H. Metzner), L. Rahaman, J. Switzer and R. Wilkerson. Ex-officio members in attendance were: Profs. G. Patterson and N. Tsoulfanidis; Roberta Cox and Vicki Gibbons.

Prof. Blum emphasized that all graduate faculty correspondence would be done through e-mail. An e-mail address for gradfac@umr.edu has been set up. Members were encouraged to correspond through this medium. An agenda for the meeting was distributed to each attendee and items were discussed in the following order.

## **1. Assignment of Subcommittee for Graduate and Doctoral Faculty**

Prof. Metzner (Engineering Management) was elected to head the subcommittee. Prof. Keyvan volunteered to serve on the committee. The subcommittee is charged to review applicants for graduate and doctoral faculty. A motion to adopt a 5-year term for both the graduate and doctoral faculty was carried. (Subsequently, Prof. J. Carstens was added to the committee.) This item will require approval of graduate faculty.

A question was raised concerning admittance to graduate and doctoral faculty of faculty members returning from administrative assignment. It was felt that, since membership to graduate faculty is open to practically all faculty, this would probably be automatic for returning administrators. However, membership to the doctoral faculty will require the faculty member to meet specific standards.

## **2. Teaching Authority for Non-Faculty**

Should non-faculty (e.g., graduate students) have authority to teach graduate courses? Chair clarified that question pertained to long-term teaching assignments for 300 and 400 level courses. A motion to restrict graduate students from teaching 300 and 400 level courses was made. Motion was carried.

### **3. Registration of Returning Graduate Students**

Dr. Parry raised concern on registration of graduate students who have been off a quarter (graduate students who do not continuously enroll; i.e., miss enrollment for a semester or more, excluding summer). Such students will need to have their graduate status 'refreshed' by the Registrar's Office. Applications for this purpose can be obtained from the Registrar's Office. If the returning student has academic deficiencies or requests a change in the major, the Registrar will refer the file to the Department and the Dean for appropriate action. If the student meets academic standards, re-enrollment would be automatic if the student had regular graduate status in the past six years. A motion to recommend automatic re-enrollment of eligible returning graduate students was made and carried.

### **4. Graduate Rules in the College of Engineering**

A motion was made to affirm the College of Engineering's right to make graduation requirements more restrictive than the campus-wide requirements. The motion was carried.

### **5. Non-Thesis MS Research Credit**

Can non-thesis MS students have some research count towards their MS degree? Establish new courses for non-thesis research. Must have acceptable written report filed with the supervisor. Counts as part of four hours of other requirements. Prof. Patterson pointed out that 400 has traditionally been used for this purpose. Roberta Cox questioned whether hours taken as 490 count towards non-thesis degree. It was clarified that the first part of the item is addressed by course 400. Credit hours for 490 should not count towards a non-thesis degree.

### **6. Representation on Chancellor's Council**

Recommendation that Graduate Council have a representative on the Chancellor's Council. As the only viable campus-wide body for graduate education, the Graduate Council should be represented. A motion to recommend that the Chair (or a substitute) serve as the representative was made and carried.

### **7. Electronic Faculty Activity Reports**

Recommendation that the campus put faculty activity reports on computer and collect them in digital form, including a list of publications for posting on the campus gopher. Chair recommended that departments provide faculty activity reports in a uniform electronic format to Mike McKean's office in Technical Editing. Following discussion, a motion to recommend that departments provide research-related activities (proposals submitted, proposals granted, publications, and presentations) to Technical Editing was made and carried.

## **8. Graduate Activities in Faculty Reports**

Chair pointed out that the present format of faculty activity reports does not include activities in graduate education, especially thesis and dissertation supervision. A motion to recommend inclusion of graduate activities, especially theses supervised, in faculty activity reports was made and carried.

## **9. Funding for Graduate Programs**

During reorganization of campus administration and elimination of the graduate dean's position, funds previously available for partial support of graduate students and faculty were lost. A motion to recommend restoration of funds for summer session stipends for graduate students on TA during the academic year was made and carried.

## **10. Adjournment**

A motion to adjourn the meeting was made and carried.

Respectfully submitted,

S. Kapila, Secretary, Graduate Faculty

Note: These minutes were approved by the Graduate Council on February 23, 1995.