Graduate Council Minutes 9/9/2015

Present: Mark McLellan (Chair), Scott Bates, Korry Hintze (for Abby Benninghoff), Diane Alston (for Michele Baker), Jeff Broadbent, Johan Du Toit, Richard Inouye, Rick Kranich, Konrad Lee, Mark McLellan, Louis Nadelson, Chris Terry, Charles Waugh, Nick Flann, John Elsweiler, Ty Aller, Erin Brewer

Not Present: Abby Benninghoff, Michele Baker

Visitors: Craig Kelley

Call to Order, Welcome: Mark McLellan

Approval of Minutes from April 15, 2015:

Hearing no changes, the Chair declared the minutes approved.

Dean’s Report

Information:

- GRTS series, information at [https://rw.usu.edu/calendar/graduate-student-training-series-grts/](https://rw.usu.edu/calendar/graduate-student-training-series-grts/).
- Training for Research Faculty: [https://trf.usu.edu/](https://trf.usu.edu/).
- Record year for new contract and grants
- Academic appeals: Graduate students appeals go to Graduate Dean rather than provost, appeals process ends with the Dean of Graduate Studies.
- Changes to thesis/dissertation review process in SGS. All reviews are done electronically. There is now a thesis/dissertation template available at: [http://rgs.usu.edu/graduateschool/forms](http://rgs.usu.edu/graduateschool/forms) under Thesis Format and Style Form and Guide.
- RGS awards do not include differential tuition.
- In-state students must have an assistantship to be eligible for tuition pool dollars. Out of state and international students do not have to have an assistantship to be eligible for tuition pool dollars.
- Approved R401s - New Neuroscience PhD; TEAL specialization in Higher Ed Student Affairs. Discontinue MA in Sociology, ITLS specializations. Rename ITLS MEd Instructional Technology to Educational Technology.
• Expect an increase in applications as a result of new portfolio policy. New CRM to handle applications and will have a way for portfolio to be uploaded. CS interested in using portfolio and waiving GRE scores.

Committee Reports:

• Committee on consideration of undergraduate courses on graduate programs of study – Charles Waugh, Chris Terry, Richard Inouye
  
  ▪ Support for allowing undergraduate courses on graduate programs of study was expressed. The committee made the following motion:
  
  ▪ **Motion:** The committee recommends the following changes in the Grad Catalog to allow for undergraduate courses on graduate programs of study:

  “The Program of Study for a Master's degree, or for a doctoral degree if the student has a Master's degree, must include at least 15 semester credits at the level of 6000 or above. For a doctoral degree, if the student does not have a Master's degree, the Program of Study must include at least _ credits at the level of 6000 or above. Coursework that is below the 5000 level should typically be in areas outside the student's graduate degree field, and must be approved by the student's supervisory committee as appropriate for the student's individual degree program.”

• Proposal made by Charles Waugh, seconded by Chris Terry

  ▪ **Discussion:**
    
    • If the new policy is approved, undergraduate classes that appear on POS can be funded with whatever funds students have for graduate coursework. Students’ committee’s decide whether to accept undergraduate courses. Department can define additional requirements. It was suggested that a periodic review of the policy be conducted. It was brought up that no specific number of credits above 6000 level for doctoral students was in the report.

• **Friendly Amendment:**
The Chair asked for acceptance of a friendly amendment specifying the number of doctoral credits over 6000 level will be 30 for doctoral students. **Accepted.**

- **Vote was unanimous in accepting the modified proposal.**
- **Final Wording for Graduate Catalog of passed motion:** “The Program of Study for a Master's degree, or for a doctoral degree if the student has a Master's degree, must include at least 15 semester credits at the level of 6000 or above. For a doctoral degree, if the student does not have a Master's degree, the Program of Study must include at least 30 credits at the level of 6000 or above. Coursework that is below the 5000 level should typically be in areas outside the student's graduate degree field, and must be approved by the student's supervisory committee as appropriate for the student's individual degree program.”

**New Business:**

- [1] Consideration of the issues surrounding authorship of papers in thesis or dissertation: does 'major author' mean first author?
  - **Discussion:**
    - It is common papers to have multiple authors. It was suggested that if a student made substantial contribution to a paper, the student should be able to use it in a thesis or dissertation. Students will have to get permission from copyright holder prior to using a published paper in a thesis or dissertation. It will be left up to the committee to decide if it is appropriate for a student to use a previously published paper as part of a thesis or dissertation.
  - The Chair appointed Richard Inouye, Rick Krannich and Johan Du Toit to be on a committee to consider authorship issues and develop guidelines.
[2] Chair announced that the Graduate Council needs a representative for EPC.
  - Nick Flann volunteered to fill the position.
    - Chair appointed Nick Flann to be the Graduate Council to the EPC.

[3] R401 - Proposal to remove emphases in MSEE program: Nick Flann motioned to consider, seconded by Rick Krannich.
  - Discussion:
    - Erin Brewer gave a brief summary—The proposal from the Department of Electrical and Computer Engineering states that electrical engineering is rapidly changing field. They propose that it is in their best interest to eliminate formal “emphases” as a part of their degree.
      - Vote passed unanimously.

  - Discussion:
    - Erin Brewer gave a short summary—The Huntsman School of Business proposal is for the creation of a program for working professionals to get financial management training.
      - The proposal was withdrawn for edits.

Committee of the Whole

Adjourn: Motion to adjourn by Chris Terry

Meeting Adjourned