

Graduate Faculty Council

Minutes: December 2, 2003

The Graduate Faculty Council (GFC) met on December 2, 2003 in the ROTC Blue Room.

Depts/Programs represented: Casey Huckins (Bio Sci), Paul Nelson (SBE), Jason Keith (CM), Neil Hutzler (CEE), Jean Mayo (CS), Kedmon Hungwe (Educ.), Bruce Mork (ECE), Kurt Pregitzer (SFRES), John Gierke (GMES), Cindy Selfe (HU), H. Wang (MSE), Mark Gockenbach (Math), Oner Arici (MEEM), Barry Solomon (SS), Michelle Trim & Anne Hartingh (GSC)

Depts/Programs/Offices not represented: Biomedical Engineering, Chemistry, Physics, Graduate School, Research Office

Guests: None

1. President John S. Gierke opened the meeting at 4:05 PM.
2. Administrative Business.
 - A. Minutes of November 4 were summarized. The most important item in the minutes was the approval of the *Ph.D. Degree in Industrial Heritage and Archeology* program. After briefing, Selfe moved to approve the minutes, Pregitzer seconded. Motion passed.
 - B. Review of the Dean of the Graduate School. Paul Nelson has volunteered to serve as GFC rep. on the review committee and to be the Chair. Gierke explained the nature of uncertainty as to who chairs the committee. Provost's response is pending.
 - C. Committee to review *Certificate in Sustainability* needs to establish a Chair. Selfe indicated that Dennis Lynch will replace her in Spring Semester.
3. Ad Hoc Committee Reports:
 - A. Recognition & Rewards
 - DeVlieg Foundation had 10 M.S. and 6 Ph.D. applications. Awards of 3 Ph.D. @ \$3K and 4 M.S. @ \$1.5 K (total of \$15K) were made as follows:
 - Deborah Beach – Ph.D. Geological Engineering
 - Brian Beachy – Ph.D. Forestry
 - Ron Pruse – Ph.D. Mechanical Engineering-Engineering. Mechanics
 - Kristin Harvey – M.S. Mechanical Engineering (Biomedical Engineering)
 - Emily McCarthy – M.S. Geology
 - Katherine Strong – M.S. Environmental Policy
 - Keren Tischler – M.S. Forestry
 - The DeVlieg review process highlighted a need for an established process for reviewing award nominations. Gierke asked that R&R develop a generic application process for fellowship evaluations when an award application is not otherwise specified.

- Gierke also asked R&R to develop a list of annually available awards and their deadlines. The list will be posted on the GSO website and graduate coordinators and graduate students will be notified each year of the list.
- B. Remuneration & Benefits
- Selfe shared her concern about the University Health Plan which may require excessive out of pocket expenses from Graduate Student. Michelle encouraged the individual to contact her to help resolve the concern. These concerns highlight the need to review University Health Plan by R&B.
- C. Recruitment & Graduation
- Huckins announced that it is time to begin planning for the MTU fly-in program. The concern is how to best allocate the resources. **He asked department coordinators to inform him (copy to Rafert) as to how many each department is expecting to invite and what is the most suitable time period to implement the visits.**
 - It was mentioned that timely distributions of GS allocations (and the amount of lines) is very important for departments to focus and recruit quality students. GFC recommends that departments should have a guaranteed number of GS lines to administer their required teaching and lab duties. It was also mentioned that GS line items include both TA and GA positions. Gierke will contact Rafert and discuss the status of the University allocations.
- D. Policies & Qualities
- Gockenbach asked GFC to send him action items that members feel important
 - The need for an external committee member for the M.S.-Plan C was discussed. It was mentioned that for this option an external member may not provide expected benefit to the quality. Some other comments were:
 - do we really need an exam for the Plan C option?
 - should it be program specific
 - should there be a designation on the diploma to emphasize Option C- Course Work only
 - may restructuring help or hurt the quality?
 - Another action item mentioned was evaluating the purpose of the external committee members in thesis/dissertation defenses and to define what is an external member, clarifying the role of adjunct faculty

4. New Business

Arici argued the advantages of having GRE-TOEFL exams administered at MTU. There was support in GFC to the idea but details such as space, staff, and monitoring were not available. It was mentioned that Jill Oliver may have some documentation. GFC recommended to Recruitment & Graduation committee to explore this issue.

The GFC adjourned at 5:05 PM.

Reported by O. Arici

GFC Secretary