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President, MTU Graduate Faculty Council

To: Dr. Kent Wray, Provost and Sr. VP for Academic & Student Affairs

Date: January 17, 2001

Subject: Recommendation on Composition of Dean of Graduate School

Given that there is no formal search procedure in place for the Dean of the Graduate School, the Graduate Faculty Council has begun to consider how best to proceed. The main issue addressed to date is the composition of the search committee. On January 11th, a draft of possible search committee makeup was circulated to GFC members via e-mail and comments were solicited, resulting in the following recommended committee makeup:

- 1 - Forestry
- 2 - College of Engineering
- 2 - College of Sciences & Arts
- 1 - Business
- 2 - At-Large Faculty
- 1 - Administrator/Dean
- 1 - Dept. Chair
- 1 - Staff Member from Staff Council
- 1 - GSC Rep

Total members: 12

The philosophy of the selection is as follows:

- Make the committee as small as possible while representing applicable interests.
- Make sure that all faculty on the committee are members of the graduate faculty.
- Include faculty members from each college that has or is developing a graduate program.
- Include one department chair and one dean.
- Include representation of Staff who are involved in administration of Graduate Education.
- Include a representative from the Graduate Student Council.

Selection of the committee members has not yet been addressed. It seems reasonable that committee selection would proceed similar to other searches, with the Provost or President, the Senate (and perhaps GFC in this case) selecting portions of the committee.

The larger issue at hand now is the rapid proposal, approval, and implementation of the search process. Bob Keen of University Senate has made some very proactive suggestions which should allow this process to move forward as fast as possible. He has suggested that we (the Provost and GFC) can work together with the Senate Standing Committee on Administrative Policy, form an informal task force, and quickly draft a proposal for the overall search procedure.

With regard to selection of committee members, Bob Keen suggests that the Provost select one of the At-Large members and the Dean/Admin members; Senate might take nominations and select the faculty members or some of this selection might be made the responsibility of GFC. In any case, assuming we form the task force to address this, these details can be worked out at that level.