

MINUTES

Commission on Graduate Studies & Policies

January 18, 2017

3:30 pm – 5:00 pm

Graduate School Conference Room

Present: Dr. Karen DePauw (ex officio), Dr. Sally Paulson (Chair), Dr. Lujean Baab, Dr. Rajesh Bagchi, Dr. Sudip Bhattacharjee, Dr. Nancy Bodenhorn, Dr. Kevin Edgar, Dr. Charlene Eska, Dr. William Huckle, Ms. Erin Lavender-Stott, Mr. Brett Netto, Ms. Hannah Parks, Ms. Tara Reel, Ms. Libbie Sonnier-Netto, and Dr. Ying Zhou.

Absent with Notification: Dr. Rachel Holloway (ex officio), Mr. Timothy Kinoshita, and Dr. Robert Sumichrast.

Absent without Notification: Dr. Kay Dunkley, Dr. Kathy Lu, Dr. Annie Pearce, Ms. Kim Robbins, Dr. Scott Salom, Dr. Tyler Walters (ex officio), and Dr. Zhiwu Xie.

Visitors and Invited Guests: Ms. Janice Austin, Ms. Dannette Beane, Ms. Samantha Freed, Dr. Muhammed Hajj and Ms. Kacy Lawrence.

Call to Order

The meeting was called to order by Dr. Paulson at 3:30 p.m.

Approval of the Agenda

The agenda was approved as presented.

Approval of the Minutes from December 7, 2016

The minutes were approved as presented.

Committee Reports

Graduate Curriculum Committee

The minutes were accepted by the Commission.

Graduate Student Appeals Committee

Three faculty and one graduate student are needed to serve on the committee. Nancy Bodenhorn, Ying Zhou, Rajesh Bagchi, and Erin Lavender-Stott agreed to serve. A case will be scheduled for consideration soon.

Degree Requirements, Standards, Criteria, and Academic Progress (DRSCAP) Committee

Dr. Huckle provided an update about the meeting on December 12th.

Conflicts of interest among advisory committee members: Upon perusing the documents Rosemary Blieszner collected for us from the Grad Catalog, the Faculty Handbook, and Policy 13010 that focus on

conflicts of interest concerning advisers *vis à vis* students, we realized that avoidance of conflicts among committee members was not explicitly addressed. Rosemary then guided us to the sets of expectations for students, faculty, and others available on the Grad School website, several of which include relevant text, e.g. for faculty, "Avoid situations that might create conflict of interest for graduate students." This is a worthy goal but non-specific as to what might constitute such a conflict.

In keeping with our resolve not to try to list every conceivable form of conflict of interest (family, spousal, financial, etc), we agreed to look closely over the sets of expectations and suggest edits to the text that would emphasize certain overarching principles to students, advisors, and committee members. Nancy Bodenhorn and Tim Kinoshita had good off-the-cuff suggestions along the lines of "acting only in the student's best interest" and "judging by scholarly merit alone." The committee now has an electronic version of the full set of expectations as currently posted, along with links to the originals online, and we agreed to make an effort to flesh out any of the bulleted items that bear on advisor/student conflict of interest. Over the break, Nancy Bodenhorn provided a draft of such edits, which we will discuss at our next committee meeting.

Advisory committee composition for non-degree Master's programs: Master's programs in which degrees are earned through coursework only or wholly on-line have been held to the requirement of 3 member registration for a final exam. In these cases, however, the role of the advisory committee is typically limited to confirming that the appropriate courses were taken and the degree should be conferred. There's no actual examination.

Dean DePauw has asked DRSCAP to consider recommending that faculty in such degree programs be invited to petition the CGS&P to allow advisory committees of only 1 or 2 faculty members instead of 3. We agreed that this is a reasonable idea and will so recommend to the full Commission. Depending on the existing policy status, this change may require moving a resolution through governance.

Qualifications for service on advisory committees: We briefly discussed the issue of faculty qualifications (degrees held, tenure-track vs non-, advisee's degree target) for service as chair or member of a graduate advisory committee. While the form revised over the summer of 2016 markedly facilitates the process of approval of some non-tenure track faculty, Bill Huckle conveyed lingering concerns from Vet Med particular to clinical faculty advising students in the combined residency/master's program. He will provide a brief written summary of those concerns for Rosemary to review with Dean DePauw.

A spring meeting schedule will be established soon.

Constituency Updates

Graduate Student Assembly (GSA)

Mr. Netto reported that the Research Symposium planning is underway and abstracts have been requested. Ms. Corkins is on leave from her program and will no longer serve as president of the GSA. Mr. Netto is serving as interim, and an election will be held within the next ten days.

Graduate Honor System (GHS)

Ms. Lavender-Stott has twelve cases moving through the system. She anticipates these cases being resolved within the next month.

University Library Committee

There was no report.

Faculty Senate

There was no report.

Student Government Association (SGA)

There was no report.

University Council and Commission Updates

University Council has not met since the last CGS&P meeting.

There were no other commission updates.

Graduate School Update

Dr. DePauw extended her thanks to Mr. Netto for stepping in and serving as interim for the GSA. Dr. Bryan Hanson is the new Ombudsperson and will start February 6th. He will meet with CGS&P at a later date. Dr. McNabb will continue to serve for two weeks and overlap with Dr. Hanson's start on the job. The last full week of March is Graduate Education Week. Dr. DePauw encouraged all departments to recognize the students during this week.

Old Business

There was no old business.

New Business

Ms. Beane and Ms. Lawrence reported on the Graduate School Climate Survey. The original survey had ninety questions. The survey will be repeated every three years. The student response rate was 18-20 percent. Results are available for anyone interested.

Dr. Huckle led a discussion regarding the alternative advisory committee membership. This discussion will continue at the next meeting.

Announcements

There were no announcements.

Adjournment: The meeting was adjourned at 4:45 p.m.

Respectfully submitted,

/s/

Marilynn R. King
on behalf of Karen P. DePauw, Ph.D.
Vice President and Dean for Graduate Education