Graduate Faculty Council Meeting
Tuesday, March 14, 2017, 4-5 pm (FAM edits)

Minutes

Members (16): Ebenezer Tumban (BioSci), Tom Merz, (Bus), Lei Pan (ChemEng), Ashutosh Tiwari (Chem), Veronica Webster (CivilEnv) Kelly Steelman (CogSci), Zhenlin Wang (CompSci), Mari Buche (DataSci), Andrew Storer (SFRES), Radwin Askari (GeoMinEng) Qinghui Chen (KIP), Steve Elmer (KIP), Leonard Bohmann (MEng), Craig Friedrich (MEEM), Judith Perlinger (AtomSci), Kari Henquinet (PCMI), Yoke Khin Yap (Phys), Scott Marratto (RTC), Eugene Levin (SchTech), Carol MacLennan (SocSci)

Guests (7): Pushpa Murthy (GradSch), Nancy Byers-Sprague (GradSch), Debra Charlesworth (GradSch), Mary Stevens (GradSch), Faith Morrison (GradSch), Erin Matas (Lib), Will Lytle (GSG)

Meeting called to order at 4:05 pm by chair, A. Storer.

New Business

1. Approval of previous minutes
   The minutes of the previous meeting were approved on a voice vote.

2. Graduate Tuition (A. Storer)
   The tuition structure at Michigan Tech is limited and the cost of tuition versus competitors is a challenge. How we recruit, which programs we recruit for, the cost of accelerated, coursework only and traditional Master’s will have a bearing on the strategies taken moving forward. Storer will schedule a meeting in a few weeks to find out who is interested in further discussion changing in and out-of-state tuition and benchmarking graduate tuition rates.

3. Balancing Costs of Computing (W. Lytle)
   Will Lytle, GSG representative to GFC discussed issues effecting graduate student. IT does not deal with research computers. IT only assigns graduate students productivity computers which only have basic software, no special or older software can be downloaded. Some students are without a computer and some students have two computers. In some instances, students need to purchase a separate computer for special software that can cost $800.

   GSG has talked to IT about five times and are not making progress on the issue. Storer recommended GSG brings this to the Senate.

Old Business

1. Revise Letter of Recommendation Update (A. Sniegowski)
   The letter of recommendation review will be postponed until April. Some new changes have been made and the handout can be viewed on GFC’s webpage [http://www.mtu.edu/gradschool/administration/faculty-council/](http://www.mtu.edu/gradschool/administration/faculty-council/). Send any comments you have before the next meeting to Ashli Sniegowski.
2. **Graduate Certificate in Automotive Systems and Controls (voted on through SurveyMonkey) (A. Storer)**
   The certificate passed with 19 yes votes and 0 no votes.

3. **Membership of PhD Graduate Committees (A. Storer)**
   The March 2 survey identified questions based on the below table that members wished to discuss further at today’s meeting.

   Row 1. The council made a motion to change, passed unanimously, “faculty with >50%” to “faculty with ≥ 50% appointment in the student’s home department”.

   Row 4. The council made a motion to change, passed unanimously, change two “No” to “Yes” and one “Yes to “No” as recommended by the Graduate School.

   Row 6. The council made a motion to eliminate row 6 ended in a 9 yes and 9 no votes. Judging that more discussion was needed on this item, Chair Storer broke the tie with a no vote; motion failed.

   **Table: Graduate School policy summary for PhD graduate committees at Michigan Tech.**
   Departments/Schools/Programs are permitted to be more restrictive than these policies. Items in blue shaded cells are Senate/University policy; all others are Graduate School policy.

<table>
<thead>
<tr>
<th>Members of the Graduate faculty</th>
<th>Member on committee</th>
<th>External member of committee</th>
<th>Sole External member of committee</th>
<th>Co-advisor</th>
<th>Sole advisor</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Faculty with ≥50% appointment in the student’s home department</td>
<td>Yes</td>
<td>No*$^4$</td>
<td>No</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>2. Faculty with &lt;50% appointment in the student’s home department</td>
<td>Yes</td>
<td>Yes*$^4$</td>
<td>Yes, as long as they are not the advisor or co-advisor</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>3. Affiliated faculty in student’s home department or in their interdisciplinary PhD program$^4$ (have primary faculty appointment in another dept)</td>
<td>Yes</td>
<td>Yes*$^4$</td>
<td>Yes, as long as they are not the advisor or co-advisor</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>4. Adjunct faculty with an appointment in the student’s home department (do not have MTU academic appointment)</td>
<td>Yes</td>
<td></td>
<td></td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>5. Ad hoc member of Graduate Faculty—an appointment for one particular student only</td>
<td>Yes</td>
<td>Yes*$^4$</td>
<td>Yes, as long as they are not the advisor or co-advisor</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>6. Former faculty in the student’s home department who have left the University and whose students are finishing up (special ad hoc status)</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
<td>Yes</td>
</tr>
</tbody>
</table>

   **Commented [F1]:** The Grad School is fine with this being Yes, but departments can be more restrictive. They may wish to only allow affiliated faculty to be sole advisor if that person is supporting the student, for example.

   **Commented [F2]:** Grad School suggests “Yes” as long as they are not advisor or co-advisor (same as affiliates).

   **Commented [F3]:** Grad School suggests “Yes” as long as they are not advisor or co-advisor (same as affiliates).

   **Commented [F4]:** Grad School is proposing this to be No as adjuncts cannot advocate for the student (e.g. for funding) as they are external to the department.

   **Commented [F5]:** Grad School is proposing this to be No. Once a faculty member leaves the University, if they leave behind a student, that student needs a co-advisor in the department to take care of them (e.g. advocate for funding).

Motion to adjourn passed at 5:02 pm.
Graduate Faculty Council Agenda  
March 14, 2017

1. New Business  
   a. Graduate Tuition (A. Storer)  
   b. Balancing Costs of Computing (W. Lytle)

2. Old Business  
   a. Revise Letter of Recommendation Update (A. Sniegowski)  
   b. Graduate Certificate in Automotive Systems and Controls (voted on through SurveyMonkey) (A. Storer)  
   c. Membership of PhD Graduate Committees (A. Storer)
Table: Graduate School policy summary for PhD graduate committees at Michigan Tech. Departments/Schools/Programs are permitted to be more restrictive than these policies. Items in blue shaded cells are Senate/University policy; all others are Graduate School policy.

<table>
<thead>
<tr>
<th>Members of the Graduate faculty who are:</th>
<th>Member on committee</th>
<th>External member of committee</th>
<th>Sole External member of committee</th>
<th>Co-advisor</th>
<th>Sole advisor</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Faculty with &gt; 50% appointment in the student's home department</td>
<td>Yes</td>
<td>No¹</td>
<td>No</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>2. Faculty with &lt; 50% appointment in the student's home department</td>
<td>Yes</td>
<td>Yes¹</td>
<td>Yes, as long as they are not the advisor or co-advisor</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>3. Affiliated faculty in student's home department or in their interdisciplinary PhD program² (have primary faculty appointment in another dept)</td>
<td>Yes</td>
<td>Yes¹, as long as they are not the advisor or co-advisor</td>
<td>Yes, as long as they are not the advisor or co-advisor</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>4. Adjunct faculty with an appointment in the student's home department (do not have MTU academic appointment)</td>
<td>Yes</td>
<td>No¹</td>
<td>NoYes¹</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>5. Ad hoc member of Graduate Faculty—an appointment for one particular student only</td>
<td>Yes</td>
<td>Yes¹</td>
<td>Yes, as long as they are not the advisor or co-advisor</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>6. Former faculty in the student's home department who have left the University and whose students are finishing up (special ad hoc status)</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
<td>Yes</td>
</tr>
</tbody>
</table>

¹ Senate Proposal 37-15, 2015. Note that Senate Proposal 37-15 makes no mention of adjunct faculty; thus they come under faculty with >50% appointment in the department.
² For Interdisciplinary PhD students, "external" is defined as external to the student's administrative home department, which is the department of the main advisor.

Commented [f1]: The Grad School is fine with this being Yes, but departments can be more restrictive. They may wish to only allow affiliated faculty to be sole advisor if that person is supporting the student, for example.

Commented [f2]: Grad School suggests "yes" as long as they are not advisor or co-advisor (same as affiliates)

Commented [f3]: Grad School suggests "yes" as long as they are not advisor or co-advisor (same as affiliates)

Commented [f4]: Grad School is proposing this to be No as adjuncts cannot advocate for the student (e.g. for funding) as they are external to the department.

Commented [f5]: Grad School is proposing this to be No. Once a faculty member leaves the University, if they leave behind a student, that student needs a co-advisor in the department to take care of them (e.g. advocate for funding).

8 February 2017  F. A. Morrison