Graduate Faculty Council Minutes
October 9, 2018

Members Present: Joel Turoniemi (Acct), Kelly Steelman (Cog Sci), Will Cantrell (Atmo Sci), Taurn Dam (BMB), Ebenezer Tumban (Bio Sci), Feng Zhao (Biomed), Mari Buche (Bus and Data Sci), Becky Ong (Chem Eng), Shiyue Fang, (Chem), Veronica Webster (Civ Env Eng), Ben Ong (Data Sci), Mike Roggemann (Ele Comp Eng), Ann Maclean (SFRES), Ramon Fonkoue (Humanities), Qiuying Sha (Math), Yoke Khin Yap (Physics), Eugene Levin (Sc of Tech), Chelsea Schelly (Soc Sci)

Guests Present: Faith Morrison (Grad Sch), Mary Stevens (Grad Sch), Deb Charlesworth (Grad Sch), Erin Matas (Library), Apurva Baruah (GSG)

Approval of September 25, 2018 minutes
The September 25 minutes passed on a voice vote with no discussion.

Business before the University Senate (V. Webster)
The Senate Research Policy Committee will propose a topic on October 24 pertaining to graduate students. Veronica will attend the October 24 meeting.

Old Business
GFC liaison to University Senate (F. Morrison)
Morrison reported that Pat Heiden will be a liaison from the Senate to GFC. No volunteers stepped forward to be a liaison to the Senate. GFC chair V. Webster will attend when able and will request a volunteer to attend Senate meetings when she cannot.

Graduate Program Review – A1, B1, and B2 processes (update) (F. Morrison)
The Graduate Program Review process has three parts, A, B1, and B2. During part A, each academic program submits to the Graduate School their student outcome assessment results report (the green, 2-page report; one for each degree program) each October 1. Graduate program data (different from student outcomes data) from the Graduate School is provided to programs for the B1 internal review. At steady state, internal review reports are submitted to the Graduate School every twelve years. The B2 external review will take place every twelve years. The B1 and the B2 are six years apart.

The A process started in academic year 2015-16, and the Graduate School has received 51 out of 71 annual student assessment reports. Once the remainder of the reports are submitted, Morrison and W. Cantrell (and possibly the GRIP team, Graduate Review and Improvement Processes, part of the HLC Assessment Academy) will review the reports. Programs are asked to please keep assessment programs on schedule and to take the data described in the A plan and use the data for continuous improvement.

The B1 process also started in academic year 2015-16 with four groups, followed by four groups each during academic years 2016-17 and 2017-18. The College of Engineering is currently undergoing eight B1 internal reviews. These groups will submit a draft B1 report to the Graduate School by the end of this semester and a final report in January.
Programs will go through the external review (B2) process six years after the internal review (B1). However, most programs are currently going through both the B1 process and also prepping for the B2 visit, allowing us to catch up to Higher Learning Commission (HLC) expectations (we are operating under an accreditation “concern”). The Graduate School and the Provost’s Office set up a detailed checklist of the steps of who needs to do what, when and where to send documentation, and who approves.

Improvements are being made to the B2 process after lessons learned from the Humanities and the School of Forestry external reviews (B2). KIP and Biological Science completed their B2 external reviews last week and this week. Biomedical Engineering, Civil and Environmental Engineering, Environmental Engineering (EPD2), Electrical and Computer Engineering, Computational Science and Engineering (EPD5), Data Science, and Material Science and Engineering will undergo their B2 external reviews next year.

The program reviews and student outcome assessment programs will be on a regular schedule going forward and that has been addressed in our HLC interim report last July. We should hear a response on that interim report in a few weeks. We will be doing a comprehensive HLC review in 2021-22.

**Ensuring independent opinions on graduate student advisory committees (update) (W. Cantrell)**

The Graduate School requested an ad hoc committee be formed to make a recommendation to GFC on ensuring that graduate students have independent opinions and oversight from members of their dissertation committees. The main concern and question is, can two people who are on the same student’s committee that are in a close personal relationship, give independent advice on the student’s performance. The committee will meet October 22 and will report back to GFC at the next meeting.

Volunteers on the committee include:

- Will Cantrell, Graduate School
- Veronica Webster, GFC
- Qiuying Sha, GFC
- Two graduate student representatives

**New Business**

**Dual IGT Degree Agreement with Kiev National University of Construction and Architecture, Ukraine (KNUCA) (E. Levin)**

Levin introduced Roman Shults, Visiting Professor at Michigan Tech and Dean at KNUCA to discuss a new proposed agreement between KNUCA and Michigan Tech. The objective of this agreement is to promote academic exchanges of fully funded KNUCA students to Michigan Tech Integrated Geospatial Technology Master Program.

Students admitted to Michigan Tech will be self-funded, must have acquired at least 15 credits from KNUCA prior to enrolling, and earn at least 15 credits at Michigan Tech. Approximately five to ten KNUCA students will attend Michigan Tech each year. After successfully completing the program, students will receive two degrees, one in
Geodesy and Land Management from KNUCA and one in Integrated Geospatial Technology from Michigan Tech.

Jacque Smith of the Graduate School met with Dr. Levin on October 18. The discussion included an alternative way in which the Michigan Tech-KNUCA collaboration could function. Specifically, agreement on counting 6 undergraduate credits based on senior rule and up to 10 graduate credits towards IGT degree may work as a Phase 1 of the proposed collaborative effort. That agreement may be established immediately with simplified approval process and the first cohort of graduate students from KNUCA can come in fall 2019. That Phase 1 implementation procedure was accepted by Dr. Shults and approved by School of Technology Dean.

The dual-degree agreement will be formally proposed to the GFC in the future as a Phase 2 when we will be able to see student numbers and their quality.

Individual Development Plan (IDP) rollout (D. Charlesworth)
The Graduate School created an IDP template for student career development. This template is flexible and users can add and/or delete questions to best meet the needs of the student’s discipline. We are rolling the IDP out to campus with a number of activities and the template web site is available for use and to share with students: https://www.mtu.edu/gradschool/resources-for/students/professional/idp/. Departments are encouraged to share additional resources with the Graduate School to be included on the web site.

The Graduate School will also test the template with a pilot group to further evaluate the form and on November 7, Drs. Schlatterer and Kuniyoshi, from the American Chemical Society will talk about how students and faculty can use IDPs. The seminar will be advertised in Tech Today, there will also be seminar posters, and e-mails will be sent about the events.

Proposals to shelve four programs: (F. Morrison)
The Graduate School is requesting to shelve the following programs as part of the HLC program evaluation requirements and due to the lack of enrollment and lack of activity in general. The council will vote on the topic at the November meeting.

- EPD1 Engineering Structural Engineering - 4 students graduated early 90’s
- EPD3 Engineering Geotechnical Engineering - 6 graduated late 80s early 90s
- EPD4 Engineering: Sensing and Signal Processing - 7 graduated late 80s early 90s
- EPD6 Propulsion Systems Engineering - no degree awarded

Motion to adjourn: 4:50 pm