Graduate Faculty Council Minutes
April 24, 2018

Members Present: Judith Perlinger (Atmo Sci), Ebenezer Tumban, (Bio Sci), Feng Zhao (Bio Med), Mari Buche (Bus and Data Sci), Lei Pan (Chem Eng), Ashutosh Tiwari, (Chem, BMB), Veronica Webster (Civ Env Eng), Kelly Steelman (Cog & Learn Sci), Andrew Storer (Forestry), Leonard Bohmann (Mat Scie Eng), Craig Friedrich (Mech Eng), Kari Henquinet (Peace Corps), Melissa Baird (Soc Sci)

Guests Present: Pushpa Murthy (Grad Sch), Faith Morrison (Grad Sch), Mary Stevens (Grad Sch), Deb Charlesworth (Grad Sch), Apurva Baruah (GSG)

Approval of previous minutes
The April 3 minutes passed on a voice vote with no discussion.

Business before the University Senate
Deb announced the “Graduate Good Academic Standing and Dismissal” 15-18 proposal was approved during the April 11 meeting.

The “Graduate Good Academic Standing and Dismissal” 16-18 proposal will be voted on during the April 25 meeting. Deb and Pushpa will attend the April 25 Senate meeting.

Announcement
1. Welcome Apurva Baruah! Apurva is a PhD student in Mechanical Engineering-Engineering Mechanics and he will be the new Graduate Student Government (GSG) President for the 2018-19 academic year.

2. Travel Grants (A. Baruah)
GSG annually provides approximately $40,000 to graduate students attending or presenting at conferences. Each student can receive $150 per year if they are attending a conference and $250 per year if they are presenting at a conference. Unfortunately, some students were not able to attend conferences due to insufficient funds and no support was given from their department. GSG requests departments to help students, especially PhD students that are not funded so they can present at a conference. GSG will be doing travel grant fundraising through Superior Ideas and the website will be announced late summer. Departments are encouraged to share it through social media and other sources.

3. Graduate Student Survey (P. Murthy)
Departments are asked to remind students to complete the graduate student survey by April 26.

Old Business
1. GRE scores (response form Graduate Directors)
Departments/Programs update on the use of GRE scores for admission decisions:
   • Biological Sciences will not require GRE scores starting the Fall 2018 semester.
   • Andrew will propose the Forestry Department no longer require the test. However, the admissions reviewer can requested the score or the student will be asked to take the test if they have not done so.
   • Cognitive & Learning Sciences requires the score but eliminated the cut off and eliminated requiring Michigan Tech students who are above 3.0 GPA.
   • Chemistry are waiving the requirement on a case-by-case situation.
   • Biomedical Engineering will continue to require the GRE score.
   • Chemical Engineering will require the score for international students, not domestic students.
- Physics will not require the score for domestic students and will not require from some international universities.
- Humanities will strongly recommend the score.
- Atmospheric Sciences will use the GRE score.
- Civil Engineering waive the score for Michigan Tech students but require it for all other applicants. They do not have a required minimum score. The department has discussed waiving it for ABET accredited institutions. The Environmental Engineering program requires the score.
- Mechanical Engineering will use the score and the department will discuss dropping it for domestic ABET accredited institutions.
- Electrical & Computer Engineering can waive the GRE score for MS admissions, but not PhD admissions.

Departments/Programs no update on the use of GRE score for admission decisions:
- Accounting
- Business and Economics
- Computational Science & Engineering
- Computer Science
- Data Science
- Environmental Engineering
- Geological & Mining Engineering & Sciences
- Kinesiology
- Master of Science in Engineering
- Materials Science & Engineering
- Mathematical Sciences
- School of Technology
- Social Sciences

The GRE score discussion will continue during the 2018-19 academic year.

The Graduate School is developing admissions dashboard reports for departments to be able to track applications in the 52 week cycle. They also will invite World Education Services (WES), www.wes.org/ to campus in September to do a seminar and train us on transcript evaluations. Departments will be invited to attend the training or attend Graduate School’s lunch ‘n learn sessions.

**New Business**

1. **Graduate Faculty status (D. Charlesworth, F. Morrison)**
   The Graduate School’s proposal modifies section 1.5.3 of the Faculty Handbook and defines and distinguishes between full and associate appointments to Graduate Faculty Status. The only difference between the appointments is the full appointment can be a sole-advisor to graduate students and an associate appointment cannot.

   Tenure track faculty with/without terminal degree, emeriti, non-tenure track faculty with terminal degree can have either full appointment or associate appointment. Non-tenure track faculty without terminal degree is not generally eligible for full appointment. The Dean of the Graduate School may consider a full appointment to Graduate Faculty Status if they meet certain conditions.

   An appeals process is added for changes or termination of Graduate Faculty Status. The decision was made to continue discussion of having a standing committee verses an ad hoc committee.

**Motion to adjourn at 5:25 pm.**
Graduate Faculty Council Agenda

April 24, 2018

Approval of previous minutes

Business before the University Senate

Announcements
1. Travel Grants (A. Baruah)

Old Business
1. GRE scores (Response from Graduate Directors)

New Business
1. Graduate Faculty Status (P. Murthy)
The University Senate of Michigan Technological University

Proposal XX-18

Modification of Graduate Faculty Status in Faculty Handbook

Submitted by: Graduate School

I. Background:

This proposal from the Graduate School is to modify section 1.5.3 of the Faculty Handbook and:
- Defines and distinguishes between full and associate appointments to Graduate Faculty Status;
- Revises the criteria for meriting Graduate Faculty Status in order to be in accord with Higher Learning Commission (HLC) expectations;
- Clarifies Graduate Faculty Status review schedules.

Audience: Faculty and others teaching or advising graduate students.

Rationale: The HLC outlines higher expectations for faculty teaching and supervising research at the graduate level than currently articulated in the Faculty Handbook. By HLC standards, faculty members teaching at the graduate level in general “… should hold the terminal degree determined by the discipline and have a record of research, scholarship or achievement appropriate for the graduate program” and those working at the doctoral level should “have a record of recognized scholarship, creative endeavor, or achievement in practice commensurate with doctoral expectations.”

Currently the Graduate School recognizes individuals involved in graduate education in three ways: 1) those who have Graduate Faculty Status; 2) those appointed to Graduate Faculty Status on an ad hoc basis for very specific purposes, and 3) individuals without Graduate Faculty Status who are granted permission to teach graduate-level courses.

This proposal addresses the requirements for faculty members involved in graduate education by organizing appointments to Graduate Faculty Status to two categories, full and associate. These two categories are defined in the accompanying revisions to section 1.5.3 of the Faculty Handbook. Those who meet the full criteria are granted full appointments to Graduate Faculty Status. The existing Graduate Faculty Status review process is modified to include an appeal process.
II. Proposal:

Proposed that section 1.5.3 of the Faculty Handbook be revised to read as follows: (current text in black or red strikethrough if deleted; insertions in red.) A version of the proposal with all changes accepted is also appended.

1.5.3 Graduate Faculty Status

A. Membership

The Graduate Faculty consists of members of the academic faculty holding the rank of ASSISTANT PROFESSOR, ASSOCIATE PROFESSOR, or PROFESSOR who have been appointed by the Dean of the Graduate School. Tenured and tenure-track faculty who are awarded EMERITUS status upon retirement remain members of the Graduate Faculty.

The Dean of the Graduate School may also grant graduate faculty status to others academic faculty with an on-going professional relationship with Michigan Tech including RESEARCH faculty, PART-TIME, VISITING, or ADJUNCT faculty members, LECTURERS, and INSTRUCTORS, RESEARCH ENGINEERS, and RESEARCH SCIENTISTS, PROFESSORS OF PRACTICE, and ADJUNCT faculty.

Under special circumstances, the Graduate Dean may appoint qualified individuals with special technical expertise to the Graduate Faculty Status for a specific term and purpose, such as serving as a member of a student's advisory committee.

Graduate faculty members are eligible to teach graduate courses (5000 level and above), serve as examining members on Master's and PhD committees, and supervise Master's and PhD students.

Persons who are not members of the Graduate Faculty may teach 5000 and 6000-level courses only after obtaining written approval from the Dean of the Graduate School.

B. Types of Appointments

There are two types of appointments to Graduate Faculty Status:

**Full Appointment:** Members with full appointment to Graduate Faculty Status are eligible to teach graduate courses (5000 level and above), serve as members on Master's and PhD committees, and supervise Master's and PhD students as sole or co-advisor.

**Associate Appointment:** Persons with special technical expertise may be appointed to associate Graduate Faculty Status to serve as member of a student's advisory committee.
and/or to serve as a co-advisor for a graduate student and/or to teach 5000 and 6000 level courses.

Those with an associate appointment to Graduate Faculty Status are ineligible to serve as a graduate student’s sole advisor. Associate appointments are for a specific term and purpose. Eligibility and roles for the two types of Graduate Faculty Status appointments are summarized in Tables 1 and 2.

Table 1. Graduate Faculty Status eligibility based on University appointment.

<table>
<thead>
<tr>
<th>University Appointment</th>
<th>Full Appointment to Graduate Faculty Status¹</th>
<th>Associate Appointment to Graduate Faculty Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>T/TT faculty² or academic administrators – with terminal degree</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>T/TT faculty² or academic administrators – without terminal degree</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Emeriti faculty</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Non-TT faculty³ – with terminal degree</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Non-TT faculty³ – without terminal degree</td>
<td>Not generally eligible⁴</td>
<td>Yes</td>
</tr>
<tr>
<td>Adjunct faculty</td>
<td>Not eligible</td>
<td>Yes</td>
</tr>
<tr>
<td>No Michigan Tech employment</td>
<td>Not eligible</td>
<td>Yes</td>
</tr>
</tbody>
</table>

1. Requires 50% or greater regular faculty appointment or emeriti faculty.
2. See Faculty Handbook 1.5.1
3. See Faculty Handbook 1.5.5
4. The Dean of the Graduate School may, under special circumstances, consider a full appointment to Graduate Faculty Status when:
   a. The tested experience of the candidate is relevant to the assigned teaching and scholarly duties, and
   b. The candidate is recognized by peers for distinguished professional accomplishments, and
   c. The candidate is considered an expert in the course(s) to be taught or scholarly activity that will be supervised.
Table 2. Delineation of roles based on Graduate Faculty Status.

<table>
<thead>
<tr>
<th>Role</th>
<th>Full Appointment</th>
<th>Associate Appointment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Teach graduate courses</td>
<td>Yes</td>
<td>Teach course(s) specified at the time of appointment</td>
</tr>
<tr>
<td>Sole-advisor to graduate students</td>
<td>Yes</td>
<td>Not eligible</td>
</tr>
<tr>
<td>Co-advisor to graduate students</td>
<td>Yes</td>
<td>Co-advise student(s) specified at the time of appointment</td>
</tr>
<tr>
<td>Serve on graduate advisory committees</td>
<td>Yes</td>
<td>Serve on student(s) committee(s) specified at the time of appointment</td>
</tr>
<tr>
<td>Term length of Grad Faculty Status</td>
<td>Eight years</td>
<td>Permission to teach: Should match faculty appointment, or every 8 years, whichever is shorter</td>
</tr>
<tr>
<td></td>
<td></td>
<td>.Permission to serve on research advisory committee: Until student(s) complete degree(s)</td>
</tr>
<tr>
<td>Renewal process</td>
<td>Review by academic unit every eight years</td>
<td>At reappointment or every eight years, whichever is shorter.</td>
</tr>
</tbody>
</table>

C. Qualifications of those with Graduate Faculty Status.

1. Qualifications expected for graduate faculty appointment:
   a. Experience and continued interest in the conduct of research.
   b. The necessary background for, and a continued interest in, teaching graduate courses.
   c. Continued interest in serving as a graduate student advisor.

2. Evidence of Qualifications

   Faculty may meet the qualification requirements if they:

   a. Are currently involved in research work or graduate instruction or in advising graduate students.
   b. Regularly publish articles in recognized journals having national distribution or books related to their field of study.
   c. Have earned the terminal degree in their field.
It is expected that all appointed to Graduate Faculty Status possess:

- a record of research, scholarship, or achievement appropriate for the graduate program that nominates them;
- the necessary background for, and a continued interest in, teaching graduate courses; and
- a commitment to graduate student success.

Evidence that a candidate meets the qualification requirements may include that they:

- regularly publish articles in recognized journals having national distribution, author books/chapters related to their field of study, or are otherwise recognized for their research and scholarship;
- have earned the terminal degree in their field; and
- have a record of promoting graduate student success.

D. Appointment Procedures

Graduate Faculty Status appointment and retention decisions are made by the Dean of the Graduate School with recommendations and advice from department chairs, deans of colleges and schools, and the Graduate Faculty Council.

Recommendation for Graduate Faculty status is made in writing by the department chair of the appropriate academic unit or by the dean of the appropriate School. These recommendations are forwarded to the appropriate college Dean, where appropriate, and then to the Graduate Dean.

E. Review of Graduate Faculty Status

It is expected that department chairs/school deans will continually review the performance of all individuals holding Graduate Faculty Status in their respective units using criteria outlined in Section B-C above. A "procedure for review of graduate faculty" status every eight years and a suggested "Review Template" was approved by the Graduate Faculty Council on April 7, 2015 is maintained by the Graduate School.

When, in a department chair/school dean's professional judgement, a faculty member holding a appointment to Graduate Faculty Status appointment is no longer appropriate, satisfactorily functioning in this capacity, the chair/dean must recommend that the individual appointment in question be removed from graduate faculty status changed or terminated. The Dean of the Graduate School may also initiate the removal process that leads to the change or termination of Graduate Faculty Status in consultation with the appropriate chair/dean. The Dean of the Graduate School will act on recommendations with the advice and consent of the Graduate Faculty Council.
A person removed from full appointment to Graduate Faculty Status during a review will be eligible for future recommendation to full appointment to Graduate Faculty Status.

**Appeals Process**

1. An individual (the appellant) may appeal, in writing, the recommendation for change or termination of Graduate Faculty Status to the Dean of the Graduate School.
   a. Appeals must be made within 30 calendar days of being notified of the recommendation for Graduate Faculty Status change or termination.
   b. Appeals must specifically list the basis for the appeal, including the aspect of the policy or procedure that the candidate believes was violated or evidence that was not considered appropriately in evaluating their qualifications for the desired Graduate Faculty Status.
2. The Dean of the Graduate School will forward the appeal to a standing committee comprised of members selected from among faculty with full appointment to Graduate Faculty Status. The composition and functioning of the Graduate Faculty Status Appeals Committee (GFSAC, pronounced "gif-sac") will be determined by the Dean of the Graduate School, with the advice and consent of the Graduate Faculty Council.
3. The GFSAC and the Dean of the Graduate School will forward their recommendations to the provost, who will make the final decision.
4. The provost will communicate the decision to the appellant, the Dean of the Graduate School, and to any affected recommending bodies, generally within 30 calendar days of receipt.

**III. Proposal History:**

Proposed to the Graduate Faculty Council on April x, 2018.

Approved by the Graduate Faculty Council on April x, 2018.

Academic Policy Committee xx??

Dean’s Council on xx??

Introduced in Senate xx

Adopted by Senate: xx

Approved by Administration: xx
I. Proposal:

Proposed that section 1.5.3 of the Faculty Handbook be revised to read as follows: All changes accepted.

1.5.3 Graduate Faculty Status

A. Membership

The Graduate Faculty consists of members of the academic faculty holding the rank of ASSISTANT PROFESSOR, ASSOCIATE PROFESSOR, or PROFESSOR who have been appointed by the Dean of the Graduate School. Tenured and tenure-track faculty who are awarded EMERITUS status upon retirement remain members of the Graduate Faculty.

The Dean of the Graduate School may also grant Graduate Faculty Status to other academic faculty with an on-going professional relationship with Michigan Tech including RESEARCH faculty, LECTURERS, INSTRUCTORS, PROFESSORS OF PRACTICE, and ADJUNCT faculty.

Under special circumstances, the Graduate Dean may appoint qualified individuals with special technical expertise to Graduate Faculty Status for a specific term and purpose, such as serving as a member of a student’s advisory committee.

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There are two types of appointments to Graduate Faculty Status:

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**Associate Appointment:** Persons with special technical expertise may be appointed to associate Graduate Faculty Status to serve as member of a student’s advisory committee and/or to serve as a co-advisor for a graduate student and/or to teach 5000 and 6000 level courses.

Those with an associate appointment to Graduate Faculty Status are ineligible to serve as a graduate student’s sole advisor. Associate appointments are for a specific term and purpose. Eligibility and roles for the two types of Graduate Faculty Status appointments are summarized in Tables 1 and 2.
Table 1. Graduate Faculty Status eligibility based on University appointment.

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<td>Yes</td>
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1. Requires 50% or greater regular faculty appointment or emeriti faculty.
2. See Faculty Handbook 1.5.1
3. See Faculty Handbook 1.5.5
4. The Dean of the Graduate School may, under special circumstances, consider a full appointment to Graduate Faculty Status when:
   a. The tested experience of the candidate is relevant to the assigned teaching and scholarly duties, and
   b. The candidate is recognized by peers for distinguished professional accomplishments, and
   c. The candidate is considered an expert in the course(s) to be taught or scholarly activity that will be supervised.
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- **Term length of Grad Faculty Status**: Eight years
  - Permission to teach: Should match faculty appointment, or every 8 years, whichever is shorter
  - Permission to serve on research advisory committee: Until student(s) complete degree(s)

- **Renewal process**: Review by academic unit every eight years
  - At reappointment or every eight years, whichever is shorter.

C. Qualifications of those with Graduate Faculty Status.

It is expected that all appointed to Graduate Faculty Status possess:

- a record of research, scholarship, or achievement appropriate for the graduate program that nominates them;
- the necessary background for, and a continued interest in, teaching graduate courses; and
- a commitment to graduate student success.

Evidence that a candidate meets the qualification requirements may include that they:

- regularly publish articles in recognized journals having national distribution, author books/chapters related to their field of study, or are otherwise recognized for their research and scholarship;
- have earned the terminal degree in their field; and
- have a record of promoting graduate student success.
D. Appointment Procedures

Graduate Faculty Status appointment and retention decisions are made by the Dean of the Graduate School with recommendations and advice from department chairs, deans of colleges and schools, and the Graduate Faculty Council.

Recommendation for Graduate Faculty Status is made in writing by the department chair of the appropriate academic unit or by the dean of the appropriate School. These recommendations are forwarded to the appropriate College Dean, and then to the Graduate Dean.

E. Review of Graduate Faculty Status

It is expected that department chairs/school deans will continually review the performance of all individuals holding Graduate Faculty Status in their respective units using criteria outlined in Section C above. A "procedure for review of graduate faculty" status every eight years and a suggested "Review Template" is maintained by the Graduate School.

When, in a department chair/school dean's professional judgement, an appointment to Graduate Faculty Status is no longer appropriate the chair/dean must recommend that the appointment in question be changed or terminated. The Dean of the Graduate School may also initiate the process that leads to the change or termination of Graduate Faculty Status in consultation with the appropriate chair/dean.

A person removed from full appointment to Graduate Faculty Status during a review will be eligible for future recommendation to full appointment to Graduate Faculty Status.

Appeals Process

1. An individual (the appellant) may appeal, in writing, the recommendation for change or termination of Graduate Faculty Status to the Dean of the Graduate School.
   a. Appeals must be made within 30 calendar days of being notified of the recommendation for Graduate Faculty Status change or termination.
   b. Appeals must specifically list the basis for the appeal, including the aspect of the policy or procedure that the candidate believes was violated or evidence that was not considered appropriately in evaluating their qualifications for the desired Graduate Faculty Status.

2. The Dean of the Graduate School will forward the appeal to a standing committee comprised of members selected from among faculty with full appointment to Graduate Faculty Status. The composition and functioning of the Graduate Faculty Status Appeals Committee (GFSAC, pronounced "gif-sac") will be determined by the Dean of the Graduate School, with the advice and consent of the Graduate Faculty Council.
3. The GFSAC and the Dean of the Graduate School will forward their recommendations to the provost, who will make the final decision.

4. The provost will communicate the decision to the appellant, the Dean of the Graduate School, and to any affected recommending bodies, generally within 30 calendar days of receipt.
Procedure for Review of Graduate Faculty Status *(Draft)*

Reference: Faculty Handbook 1.5.3E

See flowchart for a visual representation of the steps. This is an internal Graduate School procedure that is reviewed by the Graduate Faculty Council (GFC) when substantive changes to the process are needed.

1. The Graduate School will notify departments and schools by October 1 of each year of individuals whose Graduate Faculty Status will be expiring at the end of the academic year.

2. Department chairs/school deans will examine the records of individuals in their units whose Graduate Faculty Status is expiring and, based on the criteria in the Faculty Handbook, make a recommendation to the dean of the Graduate School/college dean on the individual's Graduate Faculty Status no later than February 1. The possible decisions are to:
   a. Renew Graduate Faculty Status
   b. Change Graduate Faculty Status (from full to associate or associate to full)
   c. Terminate Graduate Faculty Status

3. For programs in the College of Engineering and the College of Sciences and Arts the deans will examine the cases in their colleges and make a recommendation to the dean of the Graduate School on each case no later than March 1. The possible decisions are to:
   a. Renew Graduate Faculty Status
   b. Change Graduate Faculty Status (from full to associate or associate to full)
   c. Terminate Graduate Faculty Status

4. The dean of the Graduate School will examine recommendations and inform the individual and academic unit of the final decision no later than April 1. The possible decisions are to:
   a. Renew Graduate Faculty Status
   b. Change Graduate Faculty Status (from full to associate or associate to full)
   c. Terminate Graduate Faculty Status

5. If the decision is to renew the Graduate Faculty Status:
   a. The Graduate School will renew the Graduate Faculty Status of the individual for a term of 8 years, or for the length of the individual's faculty appointment, whichever is shorter.

6. If the decision is to change or terminate the graduate faculty status:
   a. The Graduate School will change or terminate the Graduate Faculty Status at the end of the summer semester of the current academic year or when requested.

Procedure for Appealing Changes or Terminations to Graduate Faculty Status

1. The individual may file a written appeal to the dean within 30 calendar days of receiving the final decision from the dean of the Graduate School (see Appeals Process in the Faculty Handbook Section 1.5.3).

2. The dean of the Graduate School will send the appeal to the Graduate Faculty Status Appeal Committee (GFSAC).
3. The GFSAC will examine the appeal and the evidence submitted by the appellant and make a recommendation on their appointment. The committee will forward their recommendation to the provost.
   a. The provost will review the recommendation and make a final decision on the appeal, generally within 30 days of receipt of the appeal.
      i. If the decision is to reappoint the individual to the Graduate Faculty Status they held previously:
         1. The provost will notify the individual, academic unit, and Graduate School.
         2. The Graduate School will renew the Graduate Faculty Status of the individual for a term of 8 years, or for the length of the individual's faculty appointment, whichever is shorter.
      ii. If the decision is to change or terminate the Graduate Faculty Status:
         1. The provost will notify the individual, chair, dean, and dean of Graduate School of the decision.
         2. The Graduate School will make the appropriate administrative changes to change or terminate the Graduate Faculty Status at the end of the summer semester of the current academic year or when requested.

Procedure for Special Review of Graduate Faculty Status
Reference: Faculty Handbook 1.5.3E

See flowchart for a visual representation of the steps. This is an internal Graduate School procedure that is reviewed by the Graduate Faculty Council when substantive changes to the process are needed.

1. The dean of the Graduate School, in consultation with the appropriate unit chair or dean, may initiate a special review the Graduate Faculty Status of an individual at any time and initiate changing or terminating the status.
2. The Graduate School will notify the individual the result of the special review. The possible decisions are:
   a. No change to Graduate Faculty Status
   b. Change of Graduate Faculty Status (from full to associate or associate to full)
   c. Termination of Graduate Faculty Status
3. If the decision is to change or terminate the Graduate Faculty Status, the individual may file an appeal, as described above.

Graduate Faculty Status Appeal Committee (GFSAC)
Membership: Five-member committee with two alternates; all GFSAC members must have full appointments to Graduate Faculty Status (per the Appeals Process in the Faculty Handbook section 1.5.3). To ensure wide representation in the committee, no two appointments will be from the same school or department. The committee will be composed of:

- Three members appointed by GFC
- Two alternates appointed by GFC
- Two members appointed by the dean of Graduate School
Term length of each member: Two years (initial terms for one member in each category will be one year to stagger the start)

Charge: Review appeals of changes to or termination of Graduate Faculty Status.

Procedures for conflict of interest: If a committee member has an academic appointment in the department or school of the individual filing an appeal, an alternate will be selected to serve.
Procedure for Regular Review of Graduate Faculty Status

1. **Graduate School** notifies academic unit of expiring graduate faculty statuses.

2. **Dept. Chair (1)** examines individuals in unit and forwards recommendation to Dean.

3. **Dean** examines graduate individuals in unit and forwards recommendation to **Graduate School**.

4. **Dean of Graduate School** examines recommendations and renders final decision.

5. **Graduate School** informs individual and academic unit of decision.

   - **Yes**: **Graduate School** renews graduate faculty status.
   - **No**: **Graduate School** terminates or changes graduate faculty status.

   - **Yes**: **Individual files appeal?**
     - **Yes**: Committee hears appeal.
     - **No**: **Committee provides recommendation to provost**.

   - **Committee makes decision on termination or change in graduate faculty status**.

   - **Graduate School** terminates or changes graduate faculty status.

   - **Provost** reports termination to individual, academic unit, and Graduate School.

   - **No**: **Renew or change graduate faculty status?**
     - **Yes**: **Provost** reports renewal or change to individual, academic unit, and Graduate School.
     - **No**: **Graduate School** renews or changes graduate faculty status.

Notes:

(1) In SFRES, SBE, and SOT, this step is omitted.

3/26/2018 ddc
Procedure for Special Review of Graduate Faculty Status

1. Dean of Graduate School initiates review of graduate faculty status.
2. Dean of Graduate School consults with appropriate chair or dean.
3. Graduate School informs individual and academic unit of decision.
4. Terminate or change graduate faculty status?
   - Yes: Committee hears appeal.
   - No: Current status maintained; no action necessary.
5. Graduate School terminates or changes graduate faculty status.
6. Individual files appeal?
   - Yes: Committee provides recommendation to provost.
   - No: Provost reports termination or change in graduate faculty status.
7. Provost reports termination to individual, academic unit, and Graduate School.
8. Renew or change graduate faculty status?
   - Yes: Provost reports renewal or change to individual, academic unit, and Graduate School.
   - No: Graduate School terminates graduate faculty status.

Notes:
(1) In SFRES, SBE, and SOT, this step is omitted.

3/29/2018 ddc
04/20/2018

Graduate Student Government (GSG) as a representative body of graduate students awards Travel Grants for Graduate Students who attend or present at conferences every year. The support provided by GSG is restricted to a maximum of $250 for a student for one year besides the support from his/her advisor. However, it has come to our notice that this support is not sufficient for all the graduate students due to unavailability of funds from the advisor. We have faced circumstances where a graduate student -not from any particular department - could not receive support from the advisor and consequently was not able to present the research to the outside community. For a Graduate Student, it is essential to present his/her research at conferences at least once a year to build a strong network for future collaborations as also to improve job prospects. In this regard, GSG sincerely requests the Departments to support the graduate students of the advisors who are financially challenged with respect to the support for conferences. This would help in more graduate students presenting their research while it improves the visibility of the Michigan Tech Community to the outside world.

Thank you for your time.

Best regards,

Graduate Student Government