Graduate Faculty Council Minutes  
September 10, 2019

**Members Present:** Kelly Steelman (App Cog Sci), Tarun Dam, (BMB), Ebenezer Tumban (Bio Sci), Jingfeng Jiang (Biomed), Becky Ong (Chem Eng), Ashutosh Tiwari (Chem), Veronica Webster (Civ & Env Eng), Thomas Oommen (Comp Sci & Eng), Laura Brown, (Data Sci), Mike Roggemann (Ele Comp Eng), Donald Peck (HI/Mechatronics), Ramon Fonkoue (HU), Eugene Levin (Int Geo Tech), Steve Elmer (KIP), Leonard Bohmann (MS of Eng), Qiuying Sha (Math), Craig Friedrich (MEEM), Yoke Khin Yap (Physics), Chelsea Schelly (Soc Sci)

**Members Absent:** Will Cantrell (Atmo Sci), Jean Mayo (Comp Sci), Leonard Bohmann (MS Eng), Alex Mayer (Env Eng), Chad Deering (Geo Min Eng & Sci), Stephen Hackney (MSE), Kari Henquinet (PCorps), Audrey Meyer (FSRES)

**Guests Present:** Jackie Huntoon, Pushpa Murthy (Grad Sch), Jacque smith (Grad Sch), Mary Stevens (Grad Sch), Deb Charlesworth, (Grad Sch), Nancy Byers Sprague (Grad Sch), Erin Matas (Library)

**Announcement**

**Graduate School Dean search committee. (J. Huntoon)**

Provost Huntoon announced a search committee will be formed for a new Graduate School dean.

Per Senate Procedures [803.1.1](#), seven faculty representatives shall be from the following schools and colleges:

- College of Engineering 2
- College of Sciences and Arts 2
- School of Business and Economics 1
- School of Forestry Resources and Environmental Science 1
- College of Computing 1

- Representatives must be tenured or tenure-track and members of the graduate faculty.
- Representatives must be Diversity Literacy certified. The list of certified staff can be found [here](#).
- This will be an internal search, only open to Michigan Tech.
- The timeline is to have a successor named to start no later than July 1.

**Action item:** Mary will work with Veronica to solicit nominations.

**Update:** A request sent Wednesday, September 11 asking members to provide nominations to Dr. Webster by September 18.

A ballot was sent to GFC members on Tuesday, October 1 to vote for membership of the Graduate School Dean Search Committee.

**Approval of April 16, 2019 minutes**

The April 16 minutes passed on a voice vote with no discussion.
Old Business

GFC faculty representative at University Senate meetings (V. Webster)
Veronica will attend, if available. An alternate will be appointed as needed.

New Business

Welcome new members!

Search committee for Director of the J.R. Van Pelt (P. Murthy) and Opie Library
Update: The search committee is looking for a representative from GSG is requested, not GFC.

Graduate School Updates
Admissions update (J. Smith)

- The preliminary Fall 2019 enrollment number is 1,257 students, down 121 students from last year.
- First-time Master’s students increased by 51 students and first-time PhD students decreased 33.
  Please note: Spring 2018 was the second largest graduating group and Master’s and Accelerated MS students are completing degrees faster than expected.
  The official enrollment numbers will be available tomorrow at 5pm.

Enrollment Update: The final enrollment count is 1,273, down 102 students form 2018. First-time Master’s students increased by 49 to 317 students, and first-time PhD students decreased by 28, to 69 students.

New programs (P. Murthy and D. Charlesworth)
The following programs plan on proposing new graduate certificates:
- Electrical Engineering
- Health Research Institute
- Mathematics
- Cognitive & Learning Sciences
- Health Info, 3
- Data Sci, 2
- GMES, 2
- MEEM, 6-7
Template for graduate certificate program (D. Charlesworth)
Online program requirements and templates for programs and certificates are available here.

Accelerated Master’s programs (P. Murthy)
Students commented in the AY 2018-19 Graduate Student Exit Survey the choice of courses being offered in some programs is limited. Departments are asked to consider their course offerings for accelerated MS students (who have obtained their BS here at Michigan Tech) when proposing new programs.

Reminder: A1 reports are due to the Graduate School by October 1 (P. Murthy)
Reach out to Pushpa, Will, or Deb if you need help or have questions.

Graduate faculty review (2019/2020) (P. Murthy)
The Graduate School will soon send all department chairs the Graduate Faculty status review process including deadlines and a review form.

Introduction to Individual Development Plan (IDP) (P. Murthy)
All graduate students will be introduced to the IDP with the first roll out starting tomorrow.

GRE scores (P. Murthy)
Time did not permit discussion.

Coalition for Next Generation Life Science update (P. Murthy)
Time did not permit discussion.

Announcement (A. Baruah)
Updates from GSG.
Apurva was not able to attend today’s meeting.
Update: Apurva sent an email on September 11 with the items he wants members to be aware of.

Adjourn 5:05