

Minutes of **University Graduate Council**
October 21, 2009

Present: Warren Jones (ENGR), Rollin Beamish (Art & Arch.), Carl Fox (DGE), Jane Scharff (NURS), Richard Wojtowicz (faculty senate)
Also attending was Deborah Debode (OIP).

Meeting commenced at 10:15 a.m. in 325 Leon Johnson.

Approval of Minutes

- Minutes for September 21st, 2009 – did not have a voting quorum to approve.

Open Campus Forum

- No one came forward.

UGC Committee Reports: none.

DGE Staff Reports:

- Fall Semester Graduate Student Headcount
 - a. 1,924 students, last year there were 1,850, and 1,598 the year before that.
 - b. Increase due to wave of Architecture students as well as Science Ed. students.
 - c. Nursing program has also grown substantially in recent years.

Coursework only Masters Degree in Engineering

- a. National Council on Engineering Examination (NCEES) designed a model law enacted in 2006 to offer an additional 30 credits beyond their bachelors' degree. Upon completion, students would then be able to sit for the Professional Engineering (PE) exam. Some states will enact this practice next year, but the law will be put in place until 2015.
- b. Would be similar to the PhD in Engineering with its many options.
 - a. Many multidisciplinary options.
- c. Would DGE require a comprehensive exam?
 - a. Could use a course to satisfy the comp. exam; similar to Architecture's plan b option. There is precedent for this among a handful of programs on campus.
 - b. Should also research other universities with similar coursework only programs to see how they handle the comprehensive exam requirement.
- d. Can the proposed degree have a waiver regarding the amount of 500 level courses required on the program of study similar to the current plan B option in different programs?

- a. DGE could waive that policy, but would also like to encourage all departments to co-convene 400 and 500 level courses.
- e. May consider offering the option to complete this master's as a seamless degree.
- f. Do people have to come to campus to complete these 30 credits?
 - a. May be a possibility to do videoconferencing or offer courses online.

Responsible Conduct of Research (RCR)

- a. The Research Compliance Committee recognizes the push for federal regulations on research conduct.
- b. Regulations have been adopted and will be required as of January, 01, 2010.
 - a. Any research funded by NSF must be regulated, and therefore students must go through a certification process to become familiar with regulations so that MSU may assure compliance.
 - b. The committee has made specific recommendations that have been adopted by MSU's president.
- c. How will we require our graduate students engaged in research to be certified?
 - a. Some departments already offer courses that touch on RCR.
 - b. MSU has subscribed to an online program, Collaborative Institution Training Initiatives (CITI), which was designed to meet NSF's research requirements.
 - i. This program may be accessed online and used by anyone at MSU for free.
 - c. Could we design a course to satisfy these requirements?
 - d. May be part of new student orientation.
 - e. MSU must offer distance delivered programs as well for our distance students.
- d. Both graduate & undergraduate researchers must complete a certificate in order to satisfy a potential audit.
- e. A database will need to be set up and monitored.
 - a. Should this be done at the university level?
 - b. Or could you have administrative monitors at the departmental level?
- f. Each graduate program could be held responsible for their students RCR training given the proper resources.
- g. At what point should students have this training?
 - a. Should be required early in a student's degree program.
 - b. NSF grantees are a main target of this RCR training.
- h. RCR training could also be monitored by individual advisors or PI's.
 - a. Utilize the proposal clearance form
 - b. A directive from DGE could require all degree programs to train all graduate students involved in research.
 - i. Departments would then submit, in writing, proposals on how they are going to accomplish this.
 - ii. We must be able to review and enforce.
 - c. Specific labs such as Center for Biofilm Engineering, Spectrum Lab, and others could also be responsible for enforcement.
- i. Should take Research Compliance Committee's recommendations to Dean's Council, Faculty Senate, and Department Head meeting.

Accreditation Feedback

- a. Results were largely positive.

Graduate Certificate Programs

- a. If the program requires less than 30 credits it does not have to be reviewed by Board of Regents.
- b. These programs need to be monitored to ensure quality.
- c. May treat these programs like degree programs as far as admission and the certificate audit processes.
 - a. Certificate programs are transcript-able.
 - b. Should students be required to file a program of study, and/or an application for advanced degree with DGE?
 - c. Departments are currently in charge of tracking progress.
- d. Must first research others schools' certification processes.

Graduate Capacity Study

- a. Which departments have student spots to fill? Or are already full?
- b. Knowing where programs are at with enrollment is helpful from a recruiting perspective.
- c. We also want to look at programs with particularly low enrollment to come up with new ways to attract students.

Meeting adjourned at 11:30 a.m.

Cassy Dale, Secretary
Division of Graduate Education