

Graduate Council Minutes
Mississippi State University

NUMBER: 8

DATE: April 26, 2002

PRESENT: J. Boyle, Chair, G. Dunaway, R. Harkess, T. Hosie, E. Milam, J. Miller, W. Person, L. Reinschmiedt, G. Rent, T. Schultz, R. Shivaji, C. Sides, S. Thrower, D. Welch, J. Wesley, M. Williams for Stevie Watson, D. Wolfe

ABSENT: R. Altenkirch, S. Bullington, F. Coleman, D. Hare, R. Jenkins, B. Spencer, C. Taylor, C. Wang, S. Watson

GUEST: Mr. Chuck Hill

1. Dr. John Boyle called the meeting to order at 1:30 p.m in Room 611 Allen Hall.
2. A motion was made, seconded, and passed unanimously to adopt the minutes of the Graduate Council meeting held on March 22, 2002.
3. Dr. Boyle introduced Mr. Chuck Hill, MSU Deputy Director of the Remote Sensing Technology Center. Mr. Hill, representing Dr. Scott Sampson, responded to questions on the University Committee on Courses and Curricular (UCCC) Report concerning two certificate programs: the Geospatial and Remote Sensing Applications Certificate Program and the Geospatial and Remote Sensing Engineering Certificate Program. He introduced both programs and gave brief descriptions of each. The Council members raised questions concerning course requirements, course content, undergraduate and graduate level focus, and enrollment. Further concern was expressed by the Council about non-academic programs developing curricular, operating principles, certificate program approvals, and graduate level structure of certificate programs. After a lengthy discussion on the matter, the Council agreed that the Provost should appoint a subcommittee to look into graduate certificate programs. Mr. Hill agreed to consider the list of concerns and questions raised by the Council and the pertinent details will be discussed at a subsequent meeting.
4. In his report from the Office of Graduate Studies (OGS), Dr. William Person stated the following:
 - OGS is in the process of developing a draft for the McNair proposal that was previously mentioned in a Council meeting. A draft of the proposal will be taken to Washington, D.C. June 26-27, 2002, to be reviewed in a

workshop that is being sponsored by the U. S. Department of Education. The program is designed for outstanding undergraduate students in all academic disciplines during their junior and senior years to participate in a program that is organized to encourage their matriculation in graduate education. If successful in receiving funding, the program will begin in the summer of 2003.

- There should be 100 doctoral graduates this year. Dale Welch made some special efforts to urge Graduate Coordinators to encourage their students to complete their programs this academic year. Fifty-three students are needed and it looks as though the required number will be met to fulfill the SREB requirement of 100 doctoral graduates per year to maintain Doctoral Level I status.
- According to the information provided by Cathy Sides, the first draft of the *Graduate Studies Bulletin* will be ready to go to the publisher on May 7, 2002. The new Bulletin should be ready in July as usual.
- A concerted effort has been made to procure IRB approval of the Survey of Earned Doctorates (SED); a form that doctoral students usually complete and have completed since the 1960's. The form was put on hold last year because IRB approval had not been received and some students were concerned about completing certain items on the SED. There is a meeting on next Tuesday with the IRB Board to consider the revised proposal. A meeting with the IRB was held earlier this month along with Dale Welch, Frances Coleman, George Rent, Jamie Freedman of the National Opinion Center at the University of Chicago which has a contract from the National Science Foundation (NSF) to run the survey, and Susan Hill from the National Science Foundation. There were a number of items to be addressed in order for the proposal to be considered at the next IRB meeting on Tuesday, April 30, 2002. One of the concerns of the IRB was a policy statement to be approved by the Provost regarding two matters: the release of student information and authorized use of SED data. The Provost would be authorized to allow people at MSU to use SED data as deemed necessary. Dale has put an enormous amount of time into working on the IRB application, making corrections, meeting with Tracy Arwood, IRB Compliance Officer, and meeting with Dwight Hare, IRB Chair. The Provost has not yet approved the proposed policy statement but Dr. Rent stated that the Provost has just not had the opportunity to sign it.
- Dr. Person provided the Council with a handout prepared by Jimmie Wesley consisting of the count and the amount of stipend earned by graduate teaching, service, and research assistants by College for Spring 2002. An additional handout showed the averaged monthly stipend of graduate assistants. There are currently 274 teaching assistants with a monthly salary of \$886.29, 85 service assistants whose average monthly

salary is \$767.62, and 580 research assistants whose average monthly salary is \$1,008.56.

5. Regarding Dr. Person's report on the Survey of Earned Doctorates, Dr. Rent stated that the SED has been administered through the Office of Graduate Studies since before the University had an IRB. There are approximately 460 research institutions in this country, using the SED and MSU is the only such institution not administering the SED. Two students complained to the IRB because when they were turning in their dissertations, someone in the library told them that they had to complete the survey or they would not receive their degree. Participation in this activity is done on a voluntary basis but because the students were told it was required, they complained to the IRB. The NSF was concerned and flew in representatives from NSF and NORC. As of right now, the SED cannot be administered until IRB gives its approval.
6. Michele Williams, Secretary of the Graduate Student Association (GSA), made the following report:
 - The GSA Annual Awards Banquet was held on April 24, 2002 and approximately 100 people were in attendance. There were six awards given out, two of which were for the Doctoral Research Assistant of the Year Award. The nominees for this year were almost doubled as compared to last year. The awards categories and recipients were: Master's Teaching Assistant of the Year: Lokesh Shivakumaraiah, Doctoral Teaching Assistant of the Year: Mario Aviles, Master's Research Assistant of the Year: Whitney Townsend, Doctoral Research Assistant of the Year: Matthew Burnham and Laura Smith, and Service Assistant of the Year: Maylen Aldana. A list of the 2002-2003 GSA Officers was included in the banquet program that she distributed to the Council. As next year's President of the GSA, Michele will be in regular attendance at the Graduate Council meetings.

Dr. Boyle decided to move on to the new business first, and then revisit the items of old business.

7. As an item of new business, Dr. Rent expressed his concern about additional employment for graduate assistants. Apparently there are a number of students who hold assistantships but are also employed somewhere else. According to the *Graduate Assistants Handbook*, students who are on an assistantship are not allowed to have another job. According to Dr. Rent, there is one student who has two assistantships and is looking for another job. This has been problematic and he has been trying to emphasize to the Deans that they are ones who are responsible for approving these exceptions. He would suggest that they do not approve these requests, because the whole purpose behind an assistantship is to provide financial aid in return for an apprenticeship-type of arrangement. It is

impossible to have a 20 hour a week assistantship, a full academic load, another job, and "do justice" to all of them. This is the premise by which the regulation is in the Handbook. This is not allowed and permission must be granted by the department. This year has been especially problematic for some unknown reason but the rule prohibits it even though the stipends are low; but that is no excuse. He suggested that the Council consider either affirming the rule or changing the rule. Dr. Milam asked whether the information that has been sent to the Deans should be sent to Department Heads as well because they may not realize what is actually taking place. Dr. Milam also stated that he had asked the question concerning this subject in his area and there was uncertainty about the existence of any policy. Dr. Rent stated that the policy is in the Graduate Assistant Handbook but the Graduate Council makes the policies on Graduate Education and it is up to the Council to administer what is currently in the Handbook or make any necessary changes. Jimmie Wesley stated that, to her knowledge, no paperwork has been processed through her office that has given anyone a second assistantship. Every person that contacts her office concerning additional employment is informed that if an exception is to be made, they must have written permission from the respective Dean's Office and it then must be processed through the Office of Graduate Studies. After some discussion and deliberation on the matter, the policy will remain in place.

8. As an item of new business, Dr. Boyle introduced and read Michele Williams' letter to the Council regarding University support for the Graduate Student Association. The letter will be considered at the next Graduate Council meeting.
9. Dr. Boyle suggested that nominations for Chair of the Graduate Council for next year be sent to the Office of Graduate Studies. This will be considered at the next meeting.
10. The next meeting is scheduled for May 17, 2002, at 1:30 p.m. Council members will be contacted regarding a meeting location for May since it was determined that a schedule conflict existed with meeting in 611 Allen Hall on that date.
11. The meeting adjourned at 2:56 p.m.