

**Graduate Council Minutes
Mississippi State University**

NUMBER: 1

DATE: August 23, 2002

PRESENT: J. Boyle, Chair; L. Barrow; P. Bonfanti; R. Burrell; F. Coleman;
G. Dunaway; D. Hare; C. Hill; T. Hosie; E. Milam; W. Person; L. Reinschmiedt;
G. Rent; S. Samson; T. Schultz; D. Shaw; R. Shivaji,
C. Sides; B. Spencer; C. Wang; D. Welch; D. Wise; D. Wolfe; M. Williams

ABSENT: S. Bullington; S. Byrd; J. Pote

1. Dr. John Boyle called the meeting to order at 1:35 p.m. in Room 611 Allen.
2. There was one correction to the May 17, 2002, minutes, Item #3, line one (University Committee on Courses and Curricular should be University Committee on Courses and Curricular). Minutes were not formally adopted.
3. As an item of old business, Dr. Boyle noted that he has received information from Dr. Rent that the Office of the Provost appointed a committee at the request of the Graduate Council to evaluate certificate programs at the university. The committee has submitted a report to the Provost.
4. Dr. Boyle welcomed new Graduate Council members. For the record, Dr. Boyle distributed copies of Voting Procedures for Graduate Council and discussed controversial voting issues.
5. As another item of old business, Dr. David Shaw, Dr. Scott Samson, and Mr. Chuck Hill met with the Council to discuss the two *Geospatial and Remote Sensing* proposed certificate programs. Dr. Samson made a brief presentation on the proposed certificate programs. Specific concerns of the Council focused on course requirements, course content, graduate-undergraduate level focus, student number expectations, signature authority on the programs, administrative authority of the programs, and audit responsibility of the programs. Per Dr. Samson, there will be one certificate for each proposed program. Certification will be a complement to an academic degree or designation of proficiency in the geospatial and/or remote sensing area. Undergraduate level certification will meet the standard undergraduate curriculum requirements; graduate level certification will meet the standard graduate curriculum requirements. Advising will be handled through the RSTC Technical Steering Committee or the appropriate undergraduate/graduate advisor. Dr. Shaw will serve as the final authority for advising issues related to the programs.

Dr. Rent discussed proposed AOP 11.12 - Guidelines for Certificate Programs. Current certificate programs are comprised of no less than 15 hours. Per Dr. Rent, the *Geospatial and Remote Sensing* should not be held to 15 hours since policy to that effect has not yet been adopted.

Dr. Dunaway expressed concern that the program be affiliated with an academic program.

Dr. Boyle asked for a motion to approve the certificate programs as presented with the change that the Office of the Provost will provide academic administrative oversight. Motion was made by Dr. Milam and seconded by Dr. Reinschmiedt. Motion received unanimous approval.

6. Dr. Person gave the report from the Office of Graduate Studies.
 - a. Personnel changes in the Office of Graduate Studies include:
 1. Ms. Rita Burrell joined OGS in the role of Administrative Assistant and AGEM Coordinator, effective August 5, 2002.
 2. Ms. Jimmie Wesley retired June 30, 2002. Effective August 19, Ms. Wesley returned on a temporary, part-time basis.
 3. Shurunda Thrower resigned her position as Administrative Assistant, effective August 23, 2002.
 - b. Seven students from the STEM areas (science, technology, engineering, and mathematics) successfully completed the AGEM Summer Graduate Bridge Program.
 - c. Two academic appeals have been completed and reports submitted to appropriate Deans. Dr. Tom Hosie chaired one of the subcommittees, assisted by Drs. Dunaway and Schultz. Dr. Boyle, assisted by Drs. Bullington and Reinschmiedt, chaired the second subcommittee. Another appeal has been received and another subcommittee will be formed.
 - d. The International Teaching Assistant Workshop and the General Teaching Workshop have been completed. Information will be presented to the Council at the next meeting for input on adjustments that might be needed relative to student performance in the workshops.
 - e. New Student Orientation and Graduate Fair went well. There needs to be encouragement from Graduate Coordinators for new graduate students to attend orientation.

7. Dr. Boyle welcomed Dr. Michele Williams as new Graduate Student Association President. Dr. Williams shared the following:
 - a. The first GSA meeting will be September 10, 2002, 5:00 p.m., Allen 11. Please encourage students in your departments to attend. A Sigma Xi representative will speak.
 - b. The GSA Fall Function will be held Saturday, August 24, 2002, noon - 4:00 p.m., at the MSU Amphitheater. The event will be catered by The Little Dooley; there will be entertainment.
 - c. A graduate student brochure was developed over the summer. Brochures were distributed to the Council.
 - d. GSA website has been updated.

As a matter of old business, Dr. Boyle reminded Graduate Council members of the letter written in April 2002 by Dr. Williams relative to lack of University support for GSA. The Council will address this in the near future.

8. Two items of old business were reintroduced by Dr. Boyle:
 - a. Quality of graduate education - issue tabled for submission of information from Dr. Boyle.
 - b. Tuition waivers - issue tabled awaiting meeting of Tuition Waiver Program Task Force established by Dr. Verrall.

9. As an item of new business, the Council discussed program area of major professors. This issue was raised by Ms. Dale Welch who has received questions about whether a major professor must be from the graduate student's department. Departments are having problems meeting the requirements specified in the Graduate Bulletin that the major professor must be a full member of the Graduate Faculty and from the major field. Due to the recent retirement of faculty across campus, many departments have experienced a deficit of Level I Graduate Faculty, creating a shortage of qualified major professors. The consensus of the Council was that the major professor should be from the student's major field. However, a dissertation director may be assigned from Level II

Graduate Faculty or faculty outside the student's major field.

The second item of new business discussed was relative to penalties for academic dishonesty by graduate students. The issue was raised by Steve Klein; existing MSU academic dishonesty policy is not applicable to graduate students. Graduate students who are caught cheating on classroom exams receive a failing grade on that exam; graduate students caught cheating on comprehensive exams receive a failing grade but are allowed to retake the exam; graduate students caught plagiarizing work for theses/dissertations are allowed to redo the work. There is no policy in place to dismiss a graduate student for academic dishonesty. Dr. Boyle appointed a subcommittee comprised of Drs. Dunaway, Hosie, and Wise to review current policy and make recommendations for policy relative to academic dishonesty by graduate students.

The last item of new business discussed was the issue of timely response to graduate students by their committee members and/or major professor relative to theses/dissertations, projects, scheduling comprehensive exams, etc. Dr. Boyle suggested that this issue be discussed with Graduate Deans, who would in turn discuss with Department Heads and Graduate Coordinators. The Council discussed a number of options relative to this issue.

10. Dr. Rent distributed the proposed Academic Operating Policy and Procedure AOP 11.12 - Guidelines for Certificate Programs. The Council will discuss the proposed AOP at the September 27, 2002, meeting.

The meeting adjourned at 2:45 p.m.