GRADUATE PROGRAM SUBCOMMITTEE

Minutes of Meeting #4

Wednesday, November 1, 2017 EMS E371 - 10:00 a.m.

Present: Professors R. Amano, J. Boyland (GFC Rep.), J. Jang, Q. Liao, D. Yu, E. Munson (ex officio), B. Warras (Recording Secretary), N. Brown

Absent: H. Lopez

Excused: I. Suzuki

The meeting was called to order at 10:00 a.m.

I. Announcements – Associate Dean Munson provided a handout (from D. Misra) describing committee responsibilities, including GPSC CEAS legislation. This will be updated at a future meeting; Information from GFC indicates CEAS PhD concentrations will not be a work with our program therefore the item is eliminated from the agenda (III. Old Business A. PhD Transcript designated concentration)

II. Automatic Consent Business – Minutes from October 18, 2017 – Approved as written

III. Old Business –

A. PhD Initial Advisor (Jang) – Discussed the role of the initial advisor as indicated in CEAS admission letters and TA contracts; should a student be obligated to stay with the advisor for one year; TA contracts versus RA contracts and can they be changed; it was determined GPSC cannot legislate duration with a particular advisor and the TA contract is not a GPSC regulated issue.

B. TA English course fee (Jang) – Discussed TA contracts with students who have low MITAA scores, cost of the course and who should pay. Issue needs to be managed within each department.

C. Graduate Faculty Criteria (ME/Amano) – Mechanical Department has reviewed criteria focused on Continuing Membership on the Graduate Faculty with the following suggested change:

From: During the last 3 years, 1. taught at least one U/G or G course OR 2. served as the chair of a MS or PhD thesis/dissertation committee OR 3. participated in scholarly or creative activities such as publication of refereed articles, patents, or software

To: During the last 3 years, 1. participated in scholarly or creative activities such as publication of refereed articles, patents, or software AND 2. taught at least one U/G or G courses OR 3. served as the chair of a MS or PhD thesis/dissertation committee
IV. New Business –

Appeal regarding September 14 & 15, 2017 Qualifying Examination results
Meeting moved into closed session (11:05 a.m.) [According to Wisconsin State 19.85(1) (f).]
Motion/Second (Jang/Yu) Motion passed by roll call.
Meeting rises from closed session (11:15 a.m.)

V. Adjournment – 11:15 a.m.

Respectfully submitted,
Betty Warras, Recording Secretary