

GRADUATE COUNCIL MINUTES

March 19, 2013

The Graduate Council met at 3:00pm in 305 in the Union with the following members present: Byerly (ex officio), Chance, Culross, Day, Eades, Euba, Kelso, Lemieux, Matthews, McKillop, Meng, Nardo, Reeve (ex officio), Rose, Spivey, and Zucker. Absent member was Dow.

Minutes of February 18, 2013

Minutes were approved for the February 18, 2013 meeting pending a few minor spelling corrections by Chance and Zucker. McKillop moved for approval, Matthews seconded, and the motion was carried.

Dean's Report

Promotion and Tenure: The P&T Committee reviewed a few cases recently. The committee has concerns with the information being sent in the packets. Byerly is meeting with HR and Jane Cassidy in Academic Affairs. He will discuss expectations for tenure and the policy for submitting the packets. He will not discuss individual cases.

Certificates: At the last Graduate Council meeting, the certificate in Strategic Communication was approved. The Music Certificate proposal was received and returned to the department with suggested revisions. The revision requested that specific coursework needed for the certificate program be added to the proposal. Music's request to require 24 hours of coursework was discouraged. Certificates are not master degrees; however, represents the number of hours of training in a particular area. Culross mentioned the Education Specialist is a certificate requesting 30 hours post master's degree.

The Materials Science and Engineering Certificate was discussed. This certificate is an interdepartmental certificate. A letter signed by the 10 department chairs that are involved in this certificate program should be sent to the Graduate School soon. The departments have approved the certificate; however, the signatures are pending. The first cohort for the Materials Science and Engineering Certificate will be doctoral students in Physics, Chemistry, Mechanical Engineering, and Civil Engineering. This certificate program replaces the previous request for a PhD in Materials Science. Reeve noted if approved, the proposal would go to the Board of Supervisors.

The Board of Regents has approved in principle graduate certificates. Certificates involve 12-18 hours of graduate focus work for the certificate program. This is a way to use in doctoral programs to certify students in different fields and for them to be more marketable. People with bachelor's degrees may not be sure if graduate school is for them. This is a first step into a terminal graduate degree. Certificates are an on ramp for students considering graduate school. Certificate programs are common among our peer universities. Day indicated that the certificate programs target certain industries, growth areas, and is an economic advantage to students. Students may enroll in these programs for professional reasons or for knowledge. Certificates will help train students in other areas as time and disciplines change. Continuing education and distance education has changed and is more informal now. Certificate programs will give students graduate certificate diplomas with a graduate focus of study, but not a graduate degree. Certificates may be an undergraduate certificate diploma; however, undergraduate certificates have not been proposed at this time.

Byerly discussed with academic deans to offer more certificate programs across campus. Once a few certificates are in place, it may be easier to have other departments consider certificate programs. These programs should provide a significant growth in the graduate student population. The trend with graduate certificates for higher education in the United States is an increase in some doctoral programs and a decrease in others. The increase would assist with the lack of federal funding in research.

Some questions remain for certificates such as, the admissions process, who governs the certificate programs, will the students be matriculating or non-matriculating students, how would the students be counted as part of the student body, statistics on these students, etc. The admission committee for the certificate programs will make the decision what admission standards will be used (i.e. GRE, GPA, etc.) The standard may be the same as used by the degree programs. Admissions will be a faculty decision and not a Graduate School Dean decision to increase the number of graduate students. At the start of the certificate programs, the admitted students will be existing graduate students. At a later date, additional students may be added to the certificate programs.

Disaster Management and GIS certificates have been discussed with Geography and Anthropology. Proposals will be submitted to the Graduate Council to review.

Academic Affairs Report

Reeve reported PS-45, the course and curricula policy, is under revision. The federal government defined a credit hour of coursework based on one hour of contact time with the student a week with two hours of outside assignments. The expectation of credit time spent and out of classwork done by the student is determined by the credit hour. The number of credit hours for each course is based on format, delivery, content of course, time, online, summer intersession, etc. The federal government mandated the university to adopt a policy and most universities have a policy on course credit hours. Course approval is based through this policy. Revisions for existing courses or new courses go through the Course and Curricula Committee. New degree programs go through this committee per PS-45.

PS-21 regarding graduate assistantships is currently under review.

A timeline and protocol for policy statement changes is being developed by Academic Affairs. Vice Chancellors have to approve any changes to policy statements. Reeve expected PS-45 and PS-21 revisions to be reviewed the following week. Both policies are needed for the SACS approval process.

Chairs Report

In a future meeting, Kelso would like to discuss enrollment management and how to grow the graduate student population. Changes in research, funding, charging grants tuition, and other money may not be available to departments. How can departments sustain graduate programs and grow?

Byerly noted that online degree programs will help support doctoral students. Online degrees are for master's students only. He will meet with different people on campus to discuss enrollment management. These meetings will begins soon.

Nardo commented if the international student population increases, something needs to be done about the ESL (English as a Second Language) program. Byerly encourages training people to work with students in the ESL program.

Routine Business

Old Business

Materials Science and Engineering Certificate Proposal: Meng indicated that the proposal is modeled after Princeton Materials Institute. The students and faculty involved in this certificate come from traditional departments. Originally tried a collaborative effort for a doctoral degree with UNO/Southern and it never materialized. The certificate program is a way for LSU to move forward and envision a doctoral program in Materials Science and Engineering. Nardo mentioned that an add-on certificate is more appealing and seems very valuable in search committees. Nardo moved to approve proposal, Day seconded, and the proposal was approved.

New Business

Computer Science Changes: The Graduate Council had some concerns with the wording in the department's request. Zucker questioned requiring students to attend a student reception. Byerly suggested it may mean student orientation. Reeve stated it is unclear how to make an exception or waiver to the proposed standards. Chance wondered if the move to the College of Engineering had something to do with the proposed changes. Nardo believes the requirements in coursework should state expected in year 1, year 2, etc. The coursework should be suggested or advised. Byerly explained how comparing departments, degree programs, and requirements have vast differences across campus. Changes in graduate curriculum can be enforced once approved. A request will be made for Computer Science to submit a revised proposal highlighting the differences in current policy and the proposed policy and a justification for the next Graduate Council meeting.

Medical Physics Changes: The department has requested a reduction in two credit hours. The degree requirements would be 36 hours. Day motioned to approve, Nardo seconded, and the changes were approved.

Geology Minor: The Geology Department is requesting a formal minor with nine hours of coursework and three of the nine must be at least 7000 or above. The minor would allow other students from different departments to earn a minor in Geology. Day motioned to approve, Nardo seconded, and minor was approved.

Committee Signatures: McKillop discussed the need for original signatures on exam cards and signatures pages. If a committee member is not present at the exam is an original signature still required and is an electronic signature allowed? Board of Regents requires original signatures. The department is responsible for mailing the exam cards and signature pages to the absent committee member. The Graduate School is discussing the possibility of electronic signatures in the future.

Executive Session

Standing Committee Reports

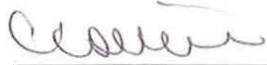
Promotion and Tenure Committee: No report.

Graduate Faculty: No report.

Awards Committee: No report.

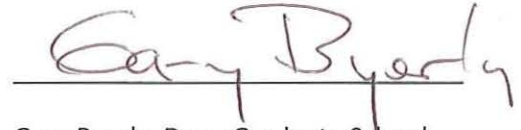
The meeting adjourned.

Recorded by:



Chantelle Collier, Assistant to the Dean

Approved by:



Gary Byerly, Dean Graduate School