

University of Massachusetts at Amherst
Graduate Council of the Faculty Senate
Linda Shea, Chair
2006-2007

Minutes of General Membership Meeting
Wednesday, October 11, 2006
Goodell 508

Nineteen (19) individuals attended the meeting. Guests included Patrick Sullivan from the Graduate Registrars office and Tara Lindros from the Faculty Senate office. Also in attendance were Jane Baran, Tony Butterfield, James L. Craig, Benessa Defend, David Dudek, Ramakrishna Janaswamy, Arthur Kinney, Bill McClure, Ernie May, John Mullin, Jose Ornelas, Margara Russotto, Linda Shea, Patricia Stowell, Nate Therien, Martin Wobst, and Juan C. Zamora.

I. Welcome and Introductions

Chair Linda Shea called the meeting to order at Noon.

II. Approval of Minutes

Two revisions were made to the minutes from the last meeting on September 20, 2006. The first added a point about the effectiveness of online courses to the “New Business - Item E.1”. The second corrected the fact that Arthur Kinney is not a member of the Academic Matters Council as noted in “New Business – Item B.4.c.” The minutes were then approved unanimously with these revisions.

III. Comments by the Graduate Dean

a. National Research Council Academic Department Ranking Survey

This continues to be the big news. We are now in the middle of the process which occurs every ten years. Forty graduate programs are being evaluated and ranked. Every faculty member in these departments is being evaluated also. We need the Graduate Council’s help in asking each faculty member to submit their online evaluation form. The Graduate School does not know who has submitted their evaluation, and the NRC evaluation is detrimentally effected if faculty members fail to submit an evaluation.

There is a big debate in some cases concerning to which academic department a faculty member belongs. It is currently based on the department in which the faculty member has most served as a dissertation chair.

b. Graduate student tracking system - The tracking system is out.

c. Science, Technology, Engineering, and Mathematics Education Institute (STEM)

STEM now belongs to the Graduate School.

III. Comments by the Graduate Dean (continued)

d. Integrative Graduate Education and Research Traineeship Program (IGERT)

The National Science Foundation (NSF) IGERT grant is now going through with four new course programs. Islamic Studies grant application has now been submitted

e. Graduate School Course Development Ad-Hoc Committee

This committee has met with Philip Nasca in some of its initial efforts to develop ethics courses.

IV. Old Business

A. Electronic Ph.D. Dissertation Submission Policy Proposal

Patrick Sullivan proposed for consideration a Graduate School Policy proposal that requires all doctorate candidates to submit their dissertations electronically. A brief discussion of the electronic submission process followed. The fee is \$65 and the dissertation is copyrighted in the student's name. The Policy proposal was unanimously approved.

B. Ph.D. Program Course Approvals

Chair Linda Shea clarified with Ernie May that the courses approved with Ph.D. Hospitality and Tourism Degree Program and the Ph.D. Sport Management Program by the Graduate Council last month will not require any further Graduate Council activity or approvals. Ernie did agree. He did note, though, that the courses will need to be posted for 30 days for comment by the University community.

C. Graduate Admissions Fee

The Graduate Admission fee is currently \$50. It was noted that only \$15 of the fee goes to the Graduate School, and that the fee does not cover the processing cost. There was a brief discussion concerning not requiring paper copies of applications to be submitted.

V. New Business

A. Program Approvals

1. Online Public Policy Graduate Certificate Program

The Academic Standards and Curriculum Committee began a discussion concerning the Online Public Policy Graduate Certificate Program proposal. During the discussion, two documents were distributed. The first was a one page (two sided) printout of the UMASS Amherst Faculty Senate Website defining certificate programs. The second was a two page (four-sided) printout of the University of Maryland's guidelines for the design of off-campus and distance education programs.

V. New Business (continued)**A. Program Approvals****1. Online Public Policy Graduate Certificate Program (continued)**

Tony Butterfield noted that the ASCC committee, in its review of this program, found there was little policy guidance for this type of program here. He asked whether we may want to compose such policy guidance. Pat Stowell mentioned that she will investigate the policies of UMASS Lowell, which has about 40 certificate programs.

Bill McClure noted that there is an online certificate program in journalism here which is administered through Continuing Education. He said that certificates are intended to certify achievement of a specific skill set.

There was additional discussion of the academic standards of certificate programs and the relationship of these programs to regular graduate degree programs. It was noted that finishing a certificate program will not mean entry into a matriculated Graduate degree program. The student would still need to meet normal admission requirements.

The discussion concluded with Dean Mullin stating that we should develop a Graduate Certificate policy. Ernie May noted that the University of Maryland has the largest number of certificate programs among our peer institutions. Penn State also has many certificate programs. Dean Mullin mentioned that perhaps Sharon Fross should get involved in this process. Arthur noted that the Public Policy Graduate Certificate Program proposal will be returned to the originators for revisions.

B. Interim Academic Honesty Policy

Graduate Registrar Pat Stowell distributed an Academic Honesty Policy Statement which she requested that the Graduate Council approve. The intention is to include this Academic Honesty Policy in every graduate course syllabi. The proposal is motivated by the cases of two cheating incidences last year. The cases went to a school tribunal for review. The tribunal recommended leniency due to the fact that there was no explicit academic honesty policy for the Graduate School. The intent is to distribute this statement to all faculty.

A discussion about associated issues followed. It was noted that there is a Faculty Senate Committee charged with developing a policy addressing plagiarism and that Pat Stowell serves on this committee. It was mentioned that protection of the student is also an important objective.

A suggestion was made to inform Graduate Program Directors and include a sentence in the Graduate Bulletin.

V. New Business (continued)**C. Proposal Requirements for “Graduate School” Graduate Courses**

This discussion sought to establish general guidance for writing course proposals that were to be offered not through any specific academic department but through a Graduate School designation. The discussion was part of the efforts to create Graduate School research ethics courses which are required by the NIH and NSF.

It was noted that one idea is to have any research ethics course be a non-credit course. The question was posed concerning how the Graduate School would staff the instructors for the one or more courses. It was suggested that the Graduate School could contract with faculty members, such as Phil Nasca, to fill the instructional need.

It was also noted that another idea was to establish an online course that students could take independently to self-certify. The Dean noted, though, that the course must meet IRB standards. It was decided that the Ad-hoc Graduate School Course Development Committee would follow-up and discuss some of these issues and ideas with Phil Nasca.

VI. Sub-Committee Reports

A. ASCC – See “New Business - Item A” above.

B. ALANA - none

C. Fellowship

It was noted that Martin Wobst, the chair of this committee, will be on sabbatical in the spring semester. Also, the Dean reminded the council of the need for an additional committee to address the fellowship program funding challenge made to us by the Provost.

D. Ethics - none

E. Mentoring – none

F. Travel – none

G. Special Admission – None

H. Student Affairs – None

I. Ad-hoc Statute of Limitations – None

J. Ad-hoc Graduate School Course Development

See “Graduate Dean’s Comments – Item e” and “New Business – Item C” above.

VIII. Comments from Administrative Officers and Others

A. Dean Mullin – Fulbright Scholar Recognition

Dean Mullin mentioned that he wanted to encourage international exchange of our faculty. To foster this internationalism, he mentioned that he wanted to celebrate all the past and current Fulbright scholars, both faculty and students. A banquet will be held in November. 180 campus invitations have been sent and 125 have accepted. There is also a plan to invite someone from the Fulbright Association in Washington, D.C.

IX. Adjournment

The meeting was adjourned at 1:20 PM.

Respectfully submitted,
David E. Dudek