

University of Massachusetts Amherst  
Graduate Council of the Faculty Senate  
D. Anthony Butterfield, Chair  
2004-2005

Minutes  
Wednesday November 10, 2004

In attendance were Margharita Russotto, Thomas Heydt-Benjamin, Martin Wobst, Gary Bernhard, Jane Baran, Patrick Sullivan, John Mullin, Joya Misra, Jim Walker, Juan Zamora, Arthur Kinney, Anne Moore, Rama Janaswamy, James Craig, Terry Porter, Tony Butterfield.

I. Welcome and Introductions

Chair Butterfield welcomed visitors Frank Hugus from the International Programs Office (IPO) and Patrick Sullivan, Associate Graduate Registrar.

II. Approval of minutes of October 13 meeting

The minutes of the October meeting were approved with minor changes.

III. Comments by Graduate Dean

Dean Mullin reported on several items of interest: 17% of domestic graduate students are ALANA; the policy manual is being updated for the first time since 1978; the Graduate Student Senate (GSS) has requested a review of policies and procedures relating to the current university requirement for graduate students to hold medical insurance from a US carrier. In addition, he has met with the deans regarding a possible new masters' degree in "Science in Science," which would be a midlevel science type of degree.

IV. Old Business

A. Thesis on a Disk Report – Patrick Sullivan, Associate Graduate Registrar

Mr. Sullivan gave the Council an overview of progress on this and related initiatives. By the Fall of 2005 he expects that the option for electronic submission of doctoral dissertations will become available to UMass students. This dramatically increases the accessibility of the document to outside parties. Relatedly, his office will have 3<sup>rd</sup> party vendors processing credit card applications by November 22, and is working on electronic review of applications by departments, and other initiatives. Chair Butterfield suggested checking with all

GPDs before seeking formal approval for the latter initiative, and Dean Mullin will follow up on this suggestion.

#### B. IPO/International Grad. Application Fee – Frank Hugus, Director, IPO

Director Hugus provided an update on matters relating to the IPO application fee. The \$15 surcharge is currently charged only to international graduate applicants, and provides only a small total of the shortfall facing the IPO. This year's budget of \$80-90K leaves a deficit of \$120-130K remaining. The IPO office is stretched extremely thin—since 2002 it has lost 1/3 its staff. Dean Mullin noted that while it is too early to tell whether the number of applications is down this year, there has not yet been any discernable decline in the quality of applicants admitted to UMass programs. He is tracking this very closely.

#### V. New Business

##### A. Motion from the Academic Matters Council:

“Course, policy and program revisions submitted as hard copy (paper) documents to the Academic Matters Council for review and recommendation will be accompanied by transmission of electronic versions of these documents. The AMC further proposes that this should be a joint motion with the Graduate Council.”

This motion was unanimously approved by the Council.

##### B. Plagiarism – Deans Mullin and Baran

Dean Baran reported on a survey of GPDs: with 36 of 90 responding there seemed about a 50/50 split between those who felt the issue was an important one in their department. Most handle it within a particular course or via individual faculty members. In general plagiarism seems to be more of an undergraduate problem, and/or one where offenders are often international students who are unaware of their mistake. Dean Mullin stated that he would like to focus specifically on this issue in the day-long training for GPDs next fall, and that this also takes place through the IPO orientations. Thomas Heydt-Benjamin noted that it will be important to educated TA's who are in the role of grading undergraduate work. It was noted that there are currently excellent web links on campus regarding the plagiarism issue, including Professor Gretchen Rossman's in the Education department.

Action steps discussed included reviewing the university website on Policy and Procedures and its link to academic honesty issues, reviewing the Center for Teaching's training of TA's, and potentially adding a relevant link to the Graduate School website.

VI. Sub-Committee reports as necessary, if not already covered above

Travel—Deadline #1 is November 17 for proposals to be submitted to GPDs. Committee Chair Anne Moore will prepare a memo to that effect.

Ethics and Mentoring Committees are both in the planning stages for this year's activities.

VII. The meeting adjourned at 1:19.

*Submitted by Terry Porter*