

Minutes of CGSR Meeting #11 on 12/07/2017

The Committee on Graduate Studies and Research (CGSR) held its 11th meeting during AY 2017-18 on December 7 (Thursday) in Gordon Library, 303

Present: Terri Camesano (Dean of Graduate Studies), Suzanne Scarlata (CBC), Michael Timko (ChE), Karen Troy (BME), Adrienne Weishaar (graduate student, CEE), Amy Zeng (Business)

Guests: Sarah Miles (Registrar), Kristin McAdams (Academic Program)

Absent: Gregory Fischer (RBE), Reeta Rao (BBT), Bogdan Vernescu (Vice Provost for Research)

Professor K. Troy called the meeting to order at 11:07 am.

1. **Administrative:** Meeting minutes from the last meeting were approved with revisions.
2. **Oversight for Graduate Students:** S. Scarlata proposed text to increase oversight of graduate students to ensure departmental milestones are accomplished. Proposed that in order for students to have a renewed TA and RA position they need to fulfill the required milestones. These policies should be considered on a departmental level.
3. **New Courses:** Proposed new course MIS585 User Experience Design and MFE 590 Capstone Project in Manufacturing Engineering. MIS585 is an attractive subject for students in data science and IT. This course is feeding the need for a new course. Revisions need to specify 3 credits and remove recommended courses. Suggested to synthesize the instructor qualifications so that it isn't specific to one person. MIS585 was approved with minor revisions to document. Revisions were made to manufacturing engineering with new capstone, MFE 590. Current text is not up to date with previous courses listed that are no longer offered. This will be a 30 credit graduate degree with 3 credits from the capstone and 27 from other courses. Minor revisions were made to the minimum credits required in each core area and therefore increased the maximum number of elective credits. Could change recommended credits to courses. Document with comments will get sent back for revisions and approval after seeing modifications.
4. **Old Business:** The academic standing policy was brought back into conversation. Reviewed list of Academic Standing Policies at other Universities for ideas moving forward.
5. **Research Corner:** Graduate tuition update. President and management council are aware of the potential change and staying proactive. They are also investigating approaches from other Universities. Need to collaborate with FAP to put together a compelling and rational argument for how this impacts our students. Email will be sent for needed data points and committee members will contact other universities for information.
6. **New Business:** S. Miles mentioned that there has been cases where students register for research credits under a faculty member without them knowing. At the end of the term they are asked to grade the student without knowledge that the student was supposed to be doing directed research. Suggestions were taken for how the process can be modified so Faculty need to give approval. This conversation was tabled.

The meeting was adjourned at 12:05 PM.

Respectfully submitted,

Adrienne Weishaar, Civil Engineering Ph.D Student