

## Minutes of CGSR Meeting #1 on 08/29/2017

The Committee on Graduate Studies and Research (CGSR) held its 1<sup>st</sup> meeting during AY 2017-18 on August 29<sup>th</sup> (Thursday) in Gateway I Conference Room, 3101

Present: Terri Camesano (Dean of Graduate Studies), Greg Fischer (ME), Reeta Rao (BBT), Karen Troy (BME), Bogdan Vernescu (Vice Provost for Research), Adrienne Weishaar (Graduate Student, CEE), Amy Zeng (FBS)

Guests: Sarah Miles (Registrar), Kristin McAdams (Academic Program), Michael McGrade (Director of Graduate Admission)

Absent: Suzanne Scarlata (CBC)

Professor K. Troy called the meeting to order at noon.

1. **Administration:** The secretaries for this academic year are selected: A-term: M. Timko; B-term: A. Weishaar; C-term: A. Zeng; D-term: R. Rao
2. VP for Research B. Vernescu handed out a draft WPI Research Misconduct Policy, explained the background and need for such a policy, and answered a few immediate questions from the Committee members. Chair K. Troy encouraged everyone to read the draft and then send comments to her prior to the Committee's next meeting (11:00am – noon on Sept. 7<sup>th</sup>). The Policy will ultimately be approved by the Board of Trustees.
3. **Old Business:** The leftover items from last academic year were briefly reviewed. To move these motions forward quickly, Chair K. Troy divided the work as follows:
  - a. Graduate Internship Policy: K. Troy will review it
  - b. Continuing Student Status: G. Fischer and S. Miles will go over it
  - c. TA/RA Policy: G. Fischer will review it
  - d. Academic Standards for Graduate Students: This will require more discussions at upcoming meetings.
4. **New Business:** "Research Corner" – Chair K. Troy would like to devote 15 minutes at each meeting to discussions of open research issues. The following three items came out:
  - a. Dean T. Camesano announced that for the coming spring, a professional *Responsible Conduct for Research* course will be offered to all graduate students. Discussions centered on whether the course should be mandatory or not, credited or not, and delivered on line and/or on site.
  - b. TA evaluation supported by Morgan Teaching Center has been implemented by a few departments. The survey is simpler than regular teaching evaluation form and different departments are using different platforms (e.g., Qualtrics, Canvas) to implement the questionnaire.
  - c. Policy for graduate students teaching regular classes. Dean T. Camesano will start putting a basic framework and some basic parameters for such a policy and then present it to the Committee for further expansion.

The meeting was adjourned at 1:00PM.

Respectfully submitted,  
Amy Zeng, Foisie Business School