

## **Minutes from CGSR Meeting #1 on 9/1/2016**

The Committee on Graduate Studies and Research (CGSR) held its 1<sup>st</sup> meeting of A-term 2016 on September 1, 2016 (Thursday) in Higgins Labs, Room 102.

Present: M. Demetriou (Chair), K. Burnett (GS), K. Troy (Secretary), A. Zeng, S. Scarlatta, R. Rao

Absent: B. Vernescu (Vice Provost for Research), T. Camesano (Dean of Graduate Studies), A. Deskins

Guests: Sarah Miles (Registrar), K. McAdams (Administrator of Academic Programs)

Professor Demetriou called the meeting to order at 11:05 AM

1. Selection of CGSR Secretary for AY 2016-2017: K. Troy will serve as A-term secretary. Terms B-D will be split between A. Zeng, S. Scarlatta, and R. Rao
2. Selection of CGSR representative to Conflict Management Committee: The CGSR chair and one additional member serve on this committee. For A-B terms, K. Troy will serve as the additional representative, with M. Demetriou serving on the committee as CGSR chair. For C-D terms, the two roles will be switched.
3. Motion to Approve Course Proposal for CS5007: This will be discussed in more detail and voted on during the September 8 meeting.
4. Motion to Change Graduate Degree Requirements in Physics: This was briefly discussed. The motion needs to be updated to the correct format to clarify the intent. A larger issue of consistency between departments/degrees was raised, in the context of how the Graduate Catalog is written.
5. Topics of discussion for AY 2016-17: Several issues were raised as possible agenda items for the coming year. These include a mix of new and old topics:
  - Graduate student teaching graduate student courses policy
  - Evaluation of graduate programs
  - Childbirth policy for graduate students
  - Daycare options for graduate students?
  - Housing for visiting scholars. There is a house, possibly run by residential services. Dean Oates may have some knowledge of this.
  - Procedures for hiring adjuncts for online graduate courses – consider drafting a policy to improve transparency and ensure a high standard
  - Intellectual property policy for online course content
  - Online graduate courses, certificates and programs – proposed policy to clarify that the Dean of Graduate Studies has oversight over these.
  - TA allocation
  - Graduate tuition waivers – can 100% of graduate tuition be waived for external funding applications? Currently, especially with smaller grants, it is impossible to cover a student stipend and tuition, but still have money left over for faculty effort and supplies.
  - Policies on research equipment purchase, maintenance, and cost centers. Relevant faculty need to be involved in decisions made about what equipment to upgrade or purchase. Cost centers that allow fees to be charged for equipment use

would ensure that money is available to maintain and upgrade the equipment as it ages. Currently, grants cannot be charged for equipment or services use because there is no cost center structure in place.

- The registrar's office is working on improvements to student tracking. Specifically, graduate student tracking, academic standing, and GPA tracking.

Meeting adjourned at 11:55

Respectfully submitted,  
Karen Troy, CGSR Secretary (A term)