

## Minutes of CGSR Meeting #2 on 09/07/2017

The Committee on Graduate Studies and Research (CGSR) held its 2<sup>nd</sup> meeting during AY 2017-18 on September 7 (Thursday) in Gateway I Conference Room, 3101

Present: Terri Camesano (Dean of Graduate Studies), Reeta Rao (BBT), Michael Timko (ChE), Karen Troy (BME), Bogdan Vernescu (Vice Provost for Research), Adrienne Weishaar (graduate student, CEE), Amy Zeng (FSB)

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

Absent: Suzanne Scarlata (CBC), Gregory Fischer (RBE)

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

1. **Administrative.** R. Rao agreed to chair the 3<sup>rd</sup> CGSR meeting of A term, in K. Troy's absence.
2. **Graduate student teaching.** The committee discussed a concept to permit select Ph.D. students teach undergraduate courses as part of their training. The objective would be to give students who are potentially interested in academic careers experience to include on their CVs and to gauge their level of interest in teaching. Requirements, including a minimum number of credits for qualified student instructors and faculty mentoring were discussed. Additionally, consideration of teaching accreditation programs, for example as provided by Worcester State University, was mentioned. A concern on faculty/student teaching was raised and Miles indicated that it should not pose a serious problem. Questions on how courses suitable for Ph.D. student instructors were raised. Camesano suggested that CGSR work with CAP to evaluate the concept, proposing formation of a working committee consisting of herself, Art Heinricher, and one representative nominated each by CGSR and CAP. A. Zeng volunteered to be CGSR's representative.
3. **Course limits for non-degree students.** Limiting non-degree students to 9 graded credits is intended to prevent students from completing the majority of the courses required for a degree with never applying or being officially admitted. Questions were raised if the limit should be applied equally to external students and WPI faculty and staff, but not fully resolved. M. McGrade confirmed that any student can audit classes beyond any imposed limit. K. Troy suggested including a waiver clause so that students could request that the 9-credit be waived, given sufficient justification. K. Troy further suggested reviewing the protocol one last time as a committee with the intention of having something to share with the faculty in the October faculty meeting.
4. **Research misconduct policy.** The Research Misconduct Policy document was reviewed. B. Vernescu noted that a parallel committee, composed of Gaudette and Bursten and several others, was performing a separate review. B. Vernescu confirmed that the Policy would apply to both faculty and students; a gray area for undergraduates was noted for work performed as parts of independent studies, MQPs, and potentially IQPs. These students would be subject to the Research Misconduct Policy, rather than the Academic Honesty policy, if the project was considered "research". A suggestion was made and accepted for the Vice Provost for Research to prepare a FAQs document for faculty to review. Questions on when to report the behavior were raised; Vernescu indicated at the first suspicion. Questions on whistle-blower protection were raised – does the policy protect all parties sufficiently? Questions on the composition of the fact finders

committee were raised, especially to prevent conflicts of interest; B. Vernescu indicated that the fact finders would be composed both of WPI and non-WPI experts. K. Troy suggested adding affected collaborators to the parties that WPI would notify in the event that a charge was substantiated.

5. **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. This was tabled as Fischer was absent.
  - d. Academic Standards for Graduate Students: This will require more discussions at upcoming meetings.
  
6. **New Business:** “Research Corner” – Discussion focused on the course on *Responsible Conduct for Research* being organized by Dean Camesano for Spring 2018. NIH training requirements (which pertain to individuals supported on training grants and fellowships at all career levels) were reviewed to find that NIH recommends this type of training to occur every 4 years, and at every major career milestone – including for senior faculty. The course itself would last 10 weeks, with a 1-hour lecture each week. A series of speakers, including Todd Keiller and others, has been assembled to cover important topics. The course is planned to be 0 credits, to reduce financial burden. Questions were asked if departments could make the course be credit bearing, as further encouragement for students to enroll. Dean Camesano suggested that these students might take the course as independent study for 1 credit. S. Miles indicated that tuition could be waived for credit bearing courses on a case-by-case basis. Questions on expanding the course, making it required of all graduate students, and similar were raised, along with the requirements of identifying additional teaching resources.

The meeting was adjourned at 1:00PM.

Respectfully submitted,  
Michael Timko, Chemical Engineering