

Minutes of CGSR Meeting #1-9/2/2015

The Committee on Graduate Studies and Research (CGSR) held its 1st meeting of the 2015-16 academic year on September 2, 2015 in Higgins Labs, room 102.

Present: M. Demetriou (Chair), J. Argüello (A-term secretary), D. R. Brown, A. Zeng, S. Hudson (GS), S. Flavin (Ex-Officio).

Absent: C. Larsen, A. Rangwala, B. Vernescu.

Guests: C. Kornik (Administrator of Academic Programs), K. Tichenor (Senior Vice President), M. McGrade (Dir. Grad. Admissions), T. Camessano (Dean of Grad. Studies).

1. Professor Demetriou called the meeting to order at 11:05 AM
2. Introduction of new members and comments by the Chair
3. Faculty members will rotate as Secretary of CGSR. Professor Argüello will act as CGSR Secretary during A Term. Professor Brown will serve as CGSR Secretary in C term.
4. Professor Zeng was selected as the CGSR representative to the Conflict Management Committee.
5. The adoption of Operational Guides similar to those governing CAO was discussed. There was consensus that this is a convenient approach. A group of faculty (TBD) will adapt the CAO document.
6. The analysis of the Faculty Survey performed last year was discussed. Dean Camesano will obtain data from previous CGSR chair and distribute to Professors Demetriou, Argüello, and Vernescu. A meeting of this subgroup will be arranged before presenting the findings to Provost Bursten.
7. It was stated that the PhD guiding principles should be readdressed and constitute a main topic of the current academic year. A presentation with findings from a Student Survey was included as part of the summary of last year CGSR Activities.
8. The chair indicated the need to continue the discussion of Graduate Student Instructor Policy. It was mentioned that this has to be done taking into account previous discussions and moving forward.
9. Protocols to address requests for individually proposed graduate programs were considered. There was a consensus that these should be evaluated for a subcommittee of the Faculty and subsequently be brought to vote by the entire committee.
10. The chair pointed out the need for further clarification for the procedures to double count credits toward Graduate Certificate, Undergraduate, and Post Graduate degrees. There was consensus that a clarification should be introduced in the Undergraduate and Graduates Catalogs.
11. As part of the consideration of the Status of graduate programs, Mr. McGrade provided data

(10 years) on the enrollment in WPI, graduate programs.

12. There was a discussion on the use of Teaching Assistants for graduate courses. Any additional TA slots to be allocated should involve the academic Deans of Engineering and Sciences. Dean Camesano informed CGSR that the TA allocation is dependent on the total credits delivered by a program or department.

The meeting was adjourned at 11:50 AM

Respectfully submitted,

José Argüello, CGSR Secretary