

Graduate Faculty Meeting Notes
April 19, 2006
FLC 320

Dr. Wittrock called the meeting to order at 3:30 pm.

The floor was opened to additional nominations for Graduate Council elections. Dr. William Berzonsky from Plant Sciences was added to the ballot. Votes will be tabulated and winner announced by Dr. Wittrock via the faculty listserv.

Thesis Alternative Policy

Dr. Wittrock presented the new Thesis Alternative Policy developed by the Graduate Council. It was recommended that in the last line of the first paragraph, the terms “typically” and “only” be deleted and “well-defined be added before experience. There was discussion the rigor of the student experience under all three options and the purpose of a committee when there is no thesis. The adoption of the Thesis Alternative Policy was passed by the faculty present.

Continuous Enrollment

Dr. Wittrock presented the Continuous Enrollment policy that was revised by the Graduate Council. He pointed out after fall semester students must be registered continuously until they hand in the final copies of their disquisition. Dr. Wittrock also clarified students who disappear without requesting a leave of absence must register for one credit for each semester missed up to four semesters (fall & spring). A student who has been gone for more than two years must reapply *and*, if accepted, register for four credits. There was discussion about summer semester.

Graduate Assistant Policy

Dr. Wittrock presented the new Graduate Assistant Policy developed by the Graduate Council. It was recommended to include under the Eligibility section Graduate Administrative Assistants to the sentence about tuition waivers. The Graduate Assistant Policy was passed by the faculty present.

NORTH DAKOTA STATE UNIVERSITY
GRADUATE FACULTY MEETING
APRIL 29, 2003

Dean Velmer Burton called the NDSU Annual Graduate Faculty Meeting to order at 3:00 p.m. on April 29, 2003, in the Peace Garden Room, Memorial Union.

The minutes of the previous meeting were distributed. A motion to approve the minutes was made and seconded. The motion carried.

Dr. Burton commented that graduate application numbers are still increasing, and that enrollment is up. He mentioned that sixty percent of graduate students are getting some kind of financial assistance.

The floor was opened for nominations. Joseph Brennan, Harlene Hatterman Valenti, Dean Gross, and Charles Okigbo were all nominated for two positions on the Graduate Council. A motion to cease the nominations was made, and was seconded. The motion carried. An election by ballot was held. The new Graduate Council members are Joseph Brennan and Harlene Hatterman Valenti.

Dr. Burton mentioned that the English Ph.D. and Education Ph.D. were at the University Senate and would probably go to the North Dakota Board of Higher Education this summer.

Several faculty members mentioned that the new Ph.D. programs were a little frustrating due to the lack of funding and resources, and their inability to accommodate the new programs and additional students.

Submitted by,

Michelle M Hallman
Student Services Associate, The Graduate School

NORTH DAKOTA STATE UNIVERSITY
GRADUATE FACULTY MEETING
October 21, 2003

Interim Dean David A. Wittrock called the NDSU Graduate Faculty Meeting to order at 3:00 p.m. on October 21, 2003, in the Peace Garden Room, Memorial Union.

The following faculty were present: David Wells, Jeffery Gerst, Ross Collins, Gary Brewer, Dale Redmer, Paul Nelson, Judy Pearson, Kathryn Slobin, Ineke Justitz, Jim Council, Mary Margaret Mooney, Robert Littlefield, George Youngs, Amy Taggart, Harlene Hatterman-Valenti, Joseph Giles, Anna Grazul-Bilska, Mark Nawrot, Frank Manthey, Les Backer, Kirk Howatt, Jorge Calvo, Lyle Prunty, George Kegode, Donna Terbizan, David Berryhill, Alan White, JoAnn Miller, and Dru Swenson.

The Interim Dean, David A. Wittrock, started by introducing The Graduate School staff and explained what each of us do. He went on to discuss the disquisition process and explained that the process was under review. He stated that a subcommittee had been formed and encouraged faculty to provide any input they had on the process to the subcommittee. He also mentioned that there was a proposal to move The Center for Writers to the English Department.

Dr. Wittrock asked for input regarding a new Graduate Bulletin, which could be more electronically based, He suggested that the current Graduate Bulletin is not the best format for selling the university. He proposed a more advanced web site with an electronic version of the Graduate Bulletin, with promotional materials being sent to prospective students. There were some concerns expressed by the faculty regarding the electronic bulletin. The consensus seemed to be that they liked the print version.

Dr. Wittrock discussed recruitment and how the Connect ND project could benefit The Graduate School. Along with recruitment, funding resources were discussed. Faculty would like to see more Presidential Fellowships, as well as more public information regarding the distribution of stipend enhancement awards.

The floor was opened for nominations. R.S. Krishnan and Ross Collins were nominated for one opening on the Graduate Council. A motion to cease the nominations was made, and was seconded. The motion carried. An election by ballot was held. The new Graduate Council member is Ross Collins.

Finally, a new research compliance form was introduced and faculty suggested a few changes to the form.

Submitted by,

Michelle M Hallman
Student Services Associate, The Graduate School

NORTH DAKOTA STATE UNIVERSITY
GRADUATE FACULTY MEETING
APRIL 29, 2003

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Submitted by,

Michelle M Hallman
Student Services Associate, The Graduate School

**North Dakota State University
Annual Graduate Faculty Meeting
April 25, 2002
Agenda**

I. Introductions

II. Approval of 4/19/2001 Minutes

III. Election of members (Current Graduate Council listed on back)

IV. Discussion:

A. New Ph.D. programs

B. New Masters' programs

C. New Certificate programs

D. Doctoral Stipend Enhancements

V. Old Business

VI. New Business

VII. Adjournment

North Dakota State University
Graduate Council
2001-02

Chairman: Velmer Burton, Professor & Dean of The Graduate School

Dr. Anna Grazul-Bilska	Animal and Range Science	(Elected: 4/00 - 4/03)
Dr. Suranjan Panigrahi	Agriculture & Biosystems Engr.	(Elected: 4/01 - 4/04)
Dr. Sanku Mallik (Replaces John Hershberger)	Chemistry	(Elected: 4/00 - 4/03)
Dr. R. S. Krishnan	English	(Appointed: 4/99 - 4/02)
Dr. John Martin	Computer Science	(Elected: 4/99 - 4/02)
Dr. Jurgen Schwarz	Cereal Science	(Appointed: 4/99 - 4/02)
Dr. Kirk Howatt	Plant Sciences	(Elected: 4/01 - 4/04)
Dr. Jagdish Singh	Pharmaceutical Science	(Appointed: 4/00 - 4/03)
Dr. Kevin Thompson	Sociology/Anthropology	(Appointed: 4/01 - 4/04)
Dr. Rodney Traub	Business Administration	(Appointed: 4/00 - 4/03)
Dr. Margaret Fitzgerald	CDFS	(Appointed: 4/01 - 4/04)
Dr. David Wittrock	Psychology	(Elected: 4/99 - 4/02)

Ex Officio:

Dr. Ken Grafton	Plant Sciences	Associate Dean
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North Dakota State University

New Doctoral Programs:

1. Molecular Pathogenesis
2. Human Development
3. Criminal Justice

4. Food Safety
5. Natural Resources Management
6. Education

7. Transportation & Logistics
8. History (with UND)
9. Conservation & Environmental Sciences

10. Emergency Management
11. Music
12. Genomics
13. Software Engineering

14. Agricultural & Biosystems Engineering
15. Civil Engineering
16. Electrical & Computer Engineering
17. Industrial & Manufacturing Engineering
18. Mechanical Engineering

To be developed:

19. Biology
20. Bioengineering
21. English (Practical Writing)
22. Applied Economics

New Masters' Programs:

1. Food Safety
2. Emergency Management
3. Music
4. Software Engineering
5. Biology
6. Manufacturing Engineering

New Certificate Programs:

1. Food Safety
2. Digital Enterprises
3. Software Engineering

North Dakota State University

Graduate Faculty Meeting

April 25, 2002

Dean Velmer Burton called the NDSU Annual Graduate Faculty Meeting to order at 11 a.m. on April 25, 2002, in the University Chambers, Memorial Union.

The minutes of the previous meeting were distributed. Ron Stammen noted that the Family Financial Planning was approved as a new option in the Child Development and Family Science Department - - not the School of Education. Stammen moved the minutes be approved as corrected. It was seconded. Motion carried.

Burton commented on The Graduate School mentioning that applications are up 50% and acceptance have doubled. He said he was looking at revamping the method of handling applications. Additionally, qualified students refused in one department are sent to related departments for possible placement.

Burton thanked David Wittrock and John Martin for their hard work in the Graduate Council over the past three years. The floor was opened for nominations. Nominated for positions on the Graduate Council were Jorge Calvo, David Haney and Lynn Rust. Kirk Howatt moved that nominations cease. It was seconded. Motion carried. An election by ballot was held. The new Graduate Council members are Jorge Calvo and Lynn Rust.

Burton provided an overview of the PhD, Masters and Certificate programs approved by the Graduate Council this past year. He said there will be 75 doctoral stipends for this coming year all for recruitment enhancement for PhD programs. This fiscal year, \$260,000 has been allocated for stipend enhancements and opposed to \$34,000 two years ago. A capital campaign is being created by provide \$16 million for Presidential Scholarships.

Will Bleier asked for suggestions in dealing with the wide range of graduate stipends in a single department, Sanku Mallik asked about the possibility of interactive applications. Burton said UND and NDSU could not agree on a common application and the cost is prohibitive. Burton also mentioned that the application fee for Graduate School will rise to \$35 on July 1, 2002.

It was motioned to adjourn. Seconded and carried.

Submitted by,



Kris Dinusson Shenk

over

Graduate Faculty Annual Meeting

April 27, 2001

AGENDA

I. Approval of April 19, 2000 meeting

II. Election of members (Current Graduate Council listed on back)

DISCUSSION:

A. Educational Credential Evaluators (ECE) status

B. New PhD programs

1. Human Development & Education
2. Criminal Justice
3. Molecular Pathogenesis

C. New Masters programs

1. Nursing
2. Family Financial Planning

D. Graduate Assistant Approval Process (100 and 101 forms)

E. Graduate School Database - departmental access

F. New Graduate School web page/student forms

G. Graduate Recruitment/Consortiums

H. Enrollment/Applications

J. State Board of Higher Education tuition waivers (scholarships)/ 3 week count

North Dakota State University
Graduate Council
2000-01

Chairman: Velmer Burton, Professor & Dean of The Graduate School

Dr. Anna Grazul-Bilska	Animal and Range Science	(Elected: 4/00 - 4/03)
Dr. Mary Hadley	Food and Nutrition	(Appointed: 4/98 - 4/01)
Dr. John Hershberger	Chemistry	(Elected: 4/00 - 4/03)
Dr. R. S. Krishnan	English	(Appointed: 4/99 - 4/02)
Dr. John Martin	Computer Science	(Elected: 4/99 - 4/02)
Dr. Jurgen Schwarz	Cereal Science	(Appointed: 4/99 - 4/02)
Dr. Mark Sheridan	Zoology	(Elected: 4/98 - 4/01)
Dr. Jagdish Singh	Pharmaceutical Science	(Appointed: 4/00 - 4/03)
Dr. Jean Soderquist	CDFS	(Elected: 4/99 - 4/01)
Dr. Mark Soucek	Polymers & Coatings	Academic Affairs Rep.
Dr. Rodney Traub	Business Administration	(Appointed: 4/00 - 4/03)
Dr. Amiy Varma	Civil Engineering	(Appointed: 4/98 - 4/01)
Dr. David Wittrock	Psychology	(Elected: 4/99 - 4/02)

GRADUATE FACULTY MEETING

The Graduate Faculty meeting convened at 3:30 p.m. on Wednesday, 19 April 2000, in the Peace Garden Room, Memorial Union.

The Minutes of the 29 April 1999 Graduate Faculty meeting were received by the faculty as written.

Nominations for Graduate Council members were received from the floor, and A. Grazul-Bilska and J. Hershberger were elected to serve 3-year terms on the Graduate Council. Interim Dean Slinger will appoint (2) additional graduate faculty to complete the 12-member Graduate Council for the 2000-2001 academic year.

Discussion focused on the *Graduate Certificate Programs at NDSU*. It was noted that graduate certificate programs, at the national level, have been implemented in response to the demand for additional training in the business world and a request for life-long learning opportunities in the general public. At NDSU, the graduate certificate programs will be comprised of courses already offered by the faculty and will not consist of new courses created only for the graduate certificate program. A graduate certificate will not be awarded after an accumulation of courses, but rather after completion of a prescribed program of study. It was explained that the transfer of credits from the degree program to a graduate certificate program had been limited to 4 credits to encourage the completion of a degree, while the transfer of 8 credits from a graduate certificate program to a degree program would encourage moving to a graduate degree. Graduate Faculty approved (34 yes, 10 no) the policy, *Graduate Certificate Programs at NDSU*, after deleting the language addressing the transfer of credits from a graduate certificate program to a graduate degree and from a graduate degree to a graduate certificate program.

The Graduate Faculty also discussed the *Definition of Graduate Faculty*, centering on the definition of Associate Members and their defined responsibilities. It was noted the adjunct faculty are often as interested in graduate education as graduate faculty and should, therefore, be qualified to serve as chairs of graduate committees. It was suggested that the responsibility of deciding the status and responsibilities of adjunct members should remain within the individual departments. The *Definition of Graduate Faculty* was approved (22 yes, 18 no) with the amendment that "Associate Members of the Graduate Faculty of NDSU with courtesy appointments at NDSU who are full-time employees of on-campus units and whose position responsibilities involve primarily scholarly activity may serve as **co-chairs** chairs. . . ." A motion was made, seconded, and passed to reconsider the motion that had just passed. A motion was passed (31 yes, 5 no) to amend the first sentence of the paragraph on associate membership of Section 3 to the following (changes in boldface):

“An Associate Member of the Graduate Faculty of NDSU with a courtesy appointment (adjunct) at NDSU who is a full-time employee of **either** an on-campus unit **or a Research and Extension Center** and whose position responsibilities involve primarily scholar activity may serve as a chair of supervisory and advisory committees.” The second and final sentence of this paragraph is “All Associate Members of the Graduate Faculty at NDSU may teach graduate courses and serve as members of supervisory and advisory committees.”

The meeting adjourned at 5:05 p.m.

North Dakota State University

Graduate Faculty Meeting

April 27, 2001

Dean Velmer Burton called The Graduate Faculty meeting to order on April 27th, 2001, at 3 p.m. in the NDSU Alumni Center.

The minutes of the April 19th, 2000, Graduate Faculty Meeting were distributed. It was moved and seconded to approve the minutes. Motion carried.

Nominations for members of the Graduate Council were received from the floor. Suranjan Panigrahi and Kirk Howatt were unanimously elected to serve.

DISCUSSION:

Dean Burton discussed the idea of creating by-laws for the Graduate Faculty.

Burton gave an overview of the past year's activities:

The Educational Credential Evaluators (ECE) transcript review for applicants was eliminated last Fall. The Graduate School currently evaluates international transcripts using the same conversion tables as the ECE evaluators.

Three PhD programs were approved at the May 7th University Senate meeting: Criminal Justice, Molecular Pathogenesis and Human Development. One new Masters program has been approved: the Nursing Masters through the Tri-College. Family Financial Planning was approved as a new option in the School of Education. NDSU had 24 students enroll in its first year.

Discussion followed concerning what the new PhD programs require in regard to university resources. The idea of an Open Forum was raised. Kathleen Slobin indicated that there will be a University Senate Open Forum in the Fall to discuss the PhD goals.

Burton explained that Forms 100 and 101 for graduate assistantships were now being routed through The Graduate School. The Graduate School database, which includes all new applications, was made available to all graduate departments last Fall.

Burton talked about the implementation of the new Graduate School webpage. Discussions are ongoing regarding online applications.

The Dean explained the consortiums that Psychology and Mathematics have sponsored. The idea has been well-received and new year a consortium will focus on the College of Agriculture.

Graduate enrollment is up, but the head counts don't reflect the total graduate school population. Students will be strongly urged to register by the third week of classes so they are included in the graduate student head count.

The Disquisition Editor is reading about 120 papers a year. Two readers have been hired and they are reading about 30-40 per year. General discussion followed concerning timelines, committees and advisors.

The meeting was adjourned.

Submitted,

Kris Dinusson Shenk

North Dakota State University
Graduate Council
2001-02

Chairman: Velmer Burton, Professor & Dean of The Graduate School

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Ex Officio:		
Dr. Ken Grafton	Plant Sciences	Associate Dean

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2000
April 21, 1999

TO: Graduate Faculty

FROM: William Slanger, Ph.D.
Interim Dean of Graduate Studies

RE: Annual Graduate Faculty Meeting
19 April 2000, Wednesday, 3:30 p.m.
Peace Garden Room, Memorial Union

AGENDA

1. Minutes of 29 April 1999 Annual Graduate Faculty Meeting (attached)
2. Election of two (2) members to the Graduate Council for three-year terms (*current members are listed below*)
3. Graduate Certificates dated 10 January 2000 and distributed with Minutes of the 14 February and 27 March 2000 Graduate Council Meetings. Also available from a link at <http://www.ndsu.edu/gradschool> and by contacting the Office of Graduate Studies (1-7033).
4. Definition of Graduate Faculty dated 29 February 2000 and distributed with Minutes of 29 February 2000 Graduate Council Meeting. Also available from a link at <http://www.ndsu.edu/gradschool> and by contacting the Office of Graduate Studies (1-7033).
5. Discussion
6. Other
7. Adjournment

Elected

Dr. Mark Harvey, History (term expires June 30, 2000)

Dr. Paul Lifton, Theatre Arts (term expires June 30, 2000)

Dr. Jean Soderquist, Child Development & Family Science (term expires June 30, 2001)

Dr. Mark Sheridan, Zoology (term expires June 30, 2001)

Dr. David Wittrock, Psychology (term expires June 30, 2002)

Dr. John Martin, Computer Science (term expires June 30, 2002)

Appointed

Dr. Lyle Prunty, Soil Science (term expires June 30, 2000)

Dr. Joe Mike Jones, Business Administration (term expires June 30, 2000)

Dr. Mary Hadley, Food and Nutrition (term expires June 30, 2001)

Dr. Amiy Varma, Civil Engineering (term expires June 30, 2001)

Dr. R.S. Krishnan, English (term expires June 30, 2002)

Dr. Khalil Khan, Cereal Science (term expires June 30, 2002)

Graduate Students

Chad Welle, Business Administration

Taryn Chudyk, Child Development & Family Science