

**MINUTES OF THE GRADUATE COUNCIL MEETING**  
**March 23, 2001**

The Graduate Council Meeting was called to order at 3:04 p.m. on March 23, 2001, in Workman Center Conference Room 352. Members present: Dave Johnson, Chairman, Brian Borchers, Mark Cal, Andy Campbell, Tom Engler, Osman Inal, John McCoy, Navid Mojtabai, Subhasish Mazumdar, Chris Palmer, Al Smoake, Jim Weatherall, and the GSA representatives, Melissa Collins, Tim Canty.

**1. Call for Approval of Minutes:**

The Chairman called for approval to the minutes of November 28, 2000 meeting. Chris Palmer moved approval of the minutes. Andy Campbell seconded. Minutes were approved as presented.

**2. Announcements:**

- a) Johnson announced the names of the 5 nominees for the Research Fellowships. Dave described a possible new strategy for distribution of the recruitment monies in which departments propose their own recruitment strategies. Johnson would like input from the Council on how they would like to have these proposals evaluated.
- b) GSA announcements: Tim Canty spoke of the GSA teaching workshops. On Friday March 30, 2001 the GSA will present a workshop on "Ethics in the Classroom." Lunch will be offered. Last summer the GSA offered a computer workshop as a directed study during which students repaired and upgraded used computers and were then permitted to take these computers back to their departments. This worked out well and the GSA plans to present this workshop in the coming summer. There is a small fee for this class. The GSA still has Matuszeski awards of \$500.00 to present. These awards may be used for travel, salary, supplies, etc. all information is available on the GSA web page.
- c) Johnson presented updated information regarding the new AGEP minority graduate education program currently available at Tech.
- d) Johnson reported on the writing workshop run by Emily Nye. The workshop was well attended and there was real interest on the part of students in this program.
- e) There was no report on electronic theses/dissertations since John Wilson was not in attendance. Mike Topliff is at a conference this weekend. Dr. Gerity has put some money into this program for a server.
- f) TA Allotments to departments. Johnson hopes to continue this effort in the Fall 2001 semester.

**3. Old Business:**

- a) Post-Doc's. Johnson to speak with Tom Kieft about alternate health insurance.
- b) There is a statement now in student contracts that if a student jumps from one program to another and holds a contract from the first department, they will not be allowed to have another contract until the first contract expires, unless released by the first department.

**4. New Business:**

- a) Dave Raymond proposed a campus-wide interdisciplinary graduate program (MS/Ph.D.) in Atmospheric Sciences. Advantages would be to increase the number of graduate students in the atmospheric sciences, provide a great recruiting tool, and to permit students to take classes in different departments to receive their degrees as long as they meet the particular requirements of the major department. Once adopted, Raymond would like to have this option prominently placed on the Institute's web pages as soon as possible, listing faculty and their specialties. Since Dave Raymond will be on sabbatical next year, Ken Minschwaner has agreed to accept the responsibilities of this program. There was a consensus that this program should proceed. Johnson to present to Faculty Council.

- b) Johnson stated that the makeup of (M.S./Ph.D.) advisory committees will require reconsideration in light of the interdisciplinary program just proposed. Johnson would like members to review and make their comments at the next council meeting.
- c) Johnson presented copies of the Hydrology program's budget for recruiting graduate students as a good example of what might be done to convert applicants to registered students. The Hydrology faculty brought in 8 of their best candidates hoping to win them into their program. Dave will request funds from Peter Gerity to assist the departments with the cost.
- d) GRE Requirements: Johnson presented several options for the council to examine and asked members to consider which would fit best into their programs. Andy Campbell moved to adopt option #2 (which reads: "Applicants to Master of Science and Doctor of Philosophy programs at New Mexico Tech must submit GRE general test scores. A few departments may also require a subject test score. Information related to departmental requirements for the subject GRE may be obtained online, from the Graduate Office, or by contacting the department to which you are applying."), with the unstated (in the catalog) stipulation that Departments may recommend that an individual GRE requirement be waived. Seconded by Borchers/Smoake. After further discussion, Smoake called question, and motion was approved as made.
- e) Course Programs: Johnson reviewed past practice in which students were given a warning and placed on probation for not having submitted an advisory committee form and/or course program form in a timely manner. This procedure will change and instead of being placed on probation students will ultimately have a hold placed on their registration pending submission of the committee form or course program form. After exceeding a deadline, a letter will be sent to the student advising them of the hold so they will have sufficient time to complete the required form. Students will have that semester to submit the form. If the form is not on file after that semester, a hold will be placed on their registration. Smoake moved to change the deadline for the Advisory Committee form to the end of the second semester. Borchers seconded. Discussion followed, Borchers proposed amendment to accept modified time line, motion passed.
- f) Johnson turned the chair over to Smoake:

Tom Engler expressed concerns about the role of the Graduate Dean. These concerns include:

1. discouraging students by sending out too many warning letters;
2. it should be the department's decision regarding when forms are to be completed; and
3. it should be the departments decision about courses taken by students, especially the six credits from outside disciplines.

Extensive discussion followed. Current rules indicate that the advisory committee may recommend that the 6 credit hours of outside courses be waived. Johnson indicated that for students who have a prior degree, different from the graduate degree underway, the recommendation of the advisory committee would be accepted as a matter of course. Johnson presented an "Historical Synopsis of the NMT Requirement for M.S. Breadth" (See Attachment 1) that outlined the history of the breadth requirement and the procedures currently in place for implementation of the current requirement. Johnson reemphasized that any course program, not approved by the Dean, would be automatically sent to the Graduate Council for their consideration.

Borchers noted that since there was no motion on the floor and he felt this discussion has gone as far as he is willing to listen to, he moved for adjournment. Inal seconded, meeting adjourned at 5:15 pm.

Subject: Graduate atmospheric science program  
Date: Mon, 05 Feb 2001 14:47:19 -0700  
From: "D. J. Raymond" <raymond@kestrel.nmt.edu>  
To: raymond@kestrel.nmt.edu, winn@loon.nmt.edu, krehbiel@ibis.nmt.edu, keack@kestrel.nmt.edu, krm@kestrel.nmt.edu, thomas@nmt.edu, rison@nmt.edu, esmall@nmt.edu, flyfish@nmt.edu, brandy@nmt.edu, oliver@nmt.edu, djohnson@nmt.edu, PGerity@admin.nmt.edu, mcal@nmt.edu

Hello,

I have forwarded the following, which is a slight updating of my previous message, to Dave Johnson and the Graduate Council.

Dave

PS -- Please excuse the latexisms -- I think that it is still readable.

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MEMO

To: Dave Johnson, Graduate Dean  
From: Dave Raymond  
Subject: Proposal for a Tech-Wide Graduate Program in Atmospheric Sciences  
Date: February 5, 2001

According to my count, we have 14 different faculty members working in atmospheric sciences or closely related fields in 5 different departments:

Name	Department	Specialty
Blyth replacement	physics	
Brandvold	chemistry	atmospheric chemistry
Cal	env eng	air quality
Eack	physics	lightning
Hendrickx	E&ES	vadose zone hydrology
Krehbiel	physics	lightning
Minschwaner	physics	OH in stratosphere
Popp	chemistry	environmental chemistry
Raymond	physics	convection, atmospheric dynamics
Rison	EE	lightning
Small	E&ES	hydroclimatology
Thomas	EE	lightning, stratospheric physics
Wingenter	chemistry	atmospheric chemistry
Winn	physics	lightning

This is not much smaller than the number of faculty in major atmospheric science programs such as those at MIT (17 faculty), U. Washington (16 faculty), and Colorado State (16 faculty). However, due most likely to our fragmentation and low overall visibility, we are having a hard time attracting qualified graduate students.

I propose that we set up a campus-wide graduate program (MS and PhD) in atmospheric sciences with (at least initially) the following characteristics:

1. Students in the program remain in their respective departments under the rules of each department. Thus, each department counts the degrees as theirs.

2. Make introductory atmospheric science-related courses accessible to students across the program. Currently most students do not cross departmental lines in their course selections. Each of us might consider how this could be made easier, e. g., by accommodating students of differing backgrounds, judicious advertising, etc.
3. Make it easy for students to cross departmental boundaries in search of research advisors. We have had EE professors advising physics students, math professors advising E&ES students, etc. Is there anything we need to do to make this easier?
4. We may at some time want to consider a core curriculum across departmental lines. However, any such change will require careful consideration of benefits vs. costs.
5. Most importantly, we need to raise our profile. An immediate action item would be to develop a common web page for the program and make it one-click accessible from the Tech homepage, e. g., as a program in the listing of academic departments and programs. We would need some professional help in setting up this web page so as to make it attractive, both to potential students, and to search engines.

Dr. Gerity has offered help in this regard. We should also develop some paper advertising in a form that could be sent out to departments which are potential sources of students, etc.

I don't see why we couldn't become a much larger player in graduate education in the atmospheric sciences.