

**MINUTES OF THE GRADUATE COUNCIL MEETING****October 26, 2001**

The Graduate Council Meeting was called to order at 3:03 p.m. on October 26, 2001, in Workman Center Conference Room 352. Members present: Dave Johnson, Chairman; Rick Aster; Gillian Bond; Brian Borchers, Mark Cal; Willie Chang; Tom Engler; Peter Gerity; Tanja Pietraß; Al Smoake; Thompson Sarkodie-Gyan; Ron Thomas; Mike Topliff; Kevin Wedeward; Student Representatives Matt Herrin; Earl Eiland.

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

The Chairman called for approval to the minutes of September 28, 2001 meeting. Smoake moved approval of the minutes, Engler seconded. Minutes were approved as presented.

**2. Announcements:**

- a. Stipend survey university studies, please circle five of the schools on the list from the University of Nebraska survey as similar to your program as you can. These schools will be used as a means of comparison for NMT graduate stipends.
- b. Recruitment posters. Posters are being bulked and ready for mailing, should be completed within the next week.
- c. Block Grants. Previously told that we had up to \$110,000.00 available in actuality we have \$65,000.00. Committee (Tom Kieft, Ken Minschwaner, Andrew Sung) met and selected amounts and awardees. Before the next awards are made, recipients will be required to present a report on their use of the monies. The goal is to have \$110,000.00 available for the next awards.
- d. Johnson presented report of October Faculty Council Meeting and encouraged attendance by departments with items on the agenda.
- e. Highlands University will be holding a Graduate School Day on November 13, 2001. Alex Sando will represent Tech and if any faculty is interested in attending, the Graduate Office will cover expenses.
- f. Johnson presented to the council information from the meeting of the Graduate Deans held on campus October 24, 2001. Revisions to 5 NMAC 5.2 (approval of changes to existing and proposals for new graduate programs) continue. It there is an expectation by CHE that Tech will evaluate their graduate programs on a regular basis. Johnson is in the process of writing a draft proposal to cover reciprocal registrations between other state universities. Faculty should be informed that if a student is not registered for a class offered at Tech, they may not attend.
- g. The NMT-AGEP Steering Committee will meet on Monday, October 29, 2001 in Brown Hall Conference room. If anyone interested, please attend.
- h. Mentoring workshop for Ph.D. students at UNM on November 9, 2001 from 12:00 to 8:00 pm. Graduate Office will pay for the trip.

- i. No GSA announcements
- j. No other announcements

### 3. Reports:

- a. Thesis/Dissertation. Mike Topliff reported that the electronic thesis conversion software has been installed. URL address <http://etd.nmt.edu>. Software/hardware is ready to go into production. Roseanna Neupauer dissertation was used as a test and entered information into database. Some problems did develop from using too large a postscript file. The portal should accommodate post script, Word, Word perfect and LaTeX files at minimum. Students may access ETD server and input their own manuscripts. Viewing requires Netscape 3.0 or higher for those using PCs, and 5.0 or higher for Macs. Next step is for the Graduate Council and Office to develop procedures for approval of uploaded manuscripts and availability to viewers. There are four options (ranging to open access to unavailable) for distribution. Access should be limited until these decisions are made. Any questions/comments should be made to Mike Topliff.
- b. TA Allotments, please send your report to Johnson as soon as possible.

### 4. Old Business:

- a. Post Doc's. No progress to report.
- b. Proprietary Graduate Research, Johnson presented a brief history of interest in this item at Tech. A policy related to patentable research, taken from the University of Illinois web page, has been circulated to council members as an example of how one university deals with these issues. this document should be shared colleagues.
- c. Degree completion was again tabled.

### 5. New Business:

- a. MS Electrical engineering proposal: Johnson indicated that the items under consideration were those related to admission and completion requirements and curricula. Wedeward gave a brief overview of the proposed Electrical Engineering master's program. Main focus: teaching and research emphasizing imbedded systems. Ron Thomas moved to accept this program, Bond seconded. Concerns voiced:
  - 1. No software engineering content (core or other?);
  - 2. 400/500 level courses should be made explicit;
  - 3. the number of hours required for the Five-year degree BS/MS. Other 5-year programs specify 158 hours;
  - 4. members observes that two additional faculty members is not enough to make this work,

needs three additional faculty or equivalents. Program should consider outside resources including adjunct and joint appointments with ICASA, EMRTC, MRO;

5. proposal should include letters of support from support staff rather than faculty. Borchers questioned Math 414 and Chang questioned the inclusion of CS 533.
6. Addendum was made "All cross listed courses will require additional work for graduate credit".

Johnson called for the question to approve the first seven pages of the EE proposal. Motion passed.

## 6. Catalog Changes:

- a. Pietraß presented changes for the Chemistry Department. Change general description to the Ph.D. program. Change course description for Chemistry 543, Remove Chemistry 545 Lab, add Chemistry 533 Global Biogeochemical Cycles, Chemistry 547 Medicinal Chemistry. Pietraß moved to accept these changes, Borchers/Smoake seconded, motion passed.
- b. Mark Cal presented changes for the Environmental Engineering program. Revise the Air Pollution Area of Specialization by dropping the requirement for Enve 532 and adding Enve 413, in its place. Drop Enve 532 from the catalog (there are not faculty to support this course). Rename Enve 535 to "Transport and Fate of Air Pollutants" and adopt a revised course description. Cal moved to accept these changes, Borchers seconded, motion passed.
- c. Borchers presented changes for Mathematics. Revise the Master of Science Degree in Mathematics with Emphasis in Industrial Mathematics. Changes involve removing the specific basic math background and replacing that with specifications for a basic background in numerical analysis, differential equations and statistics at the undergraduate level; modeling courses, core industrial math courses, a concentration in four related courses and an internship. Borchers moved to accept, Aster seconded, motion passed. Borchers presented a proposal for a 5-year master's program in Mathematics, BS/MS option similar to the programs in Hydrology and Geology. The council amended the motion to include that a 3.0 GPA be required for graduate status and that the application be made before their seventh semester. Smoake seconded , motion passed.
- d. Earth and Environmental Science. Aster presented changes to the Geology program. Borchers seconded, motion passed. Aster also presented changes in Geology/Geochemistry, Bond seconded, motion passed.

7. **Adjournment:** The meeting was adjourned at 4:29 p.m.