MINUTES
BSU Graduate Committee Meeting
Wednesday, February 17, 2010
11 am   314 Sattgast Hall

Committee Website:  http://faculty.bemidjistate.edu/ckippenhan/BSUGradCom/

Members Present:  Tim K., Christel K., Hal G., Rick K., Mark C., Pat W., Louise J.,
                 Pat R., Joan M.
Members Absent:   Dianne N., Todd F., Vince V.

Meeting brought to order at 11:11 a.m.

I. Approval of the Minutes of Feb. 12, 2010 (Document #1)
Mark C. moved (Louise 2 nd) to accept. Motion passed. One correction needed:
Change “ criterions” to “ criterion” in doc. #3.

II. Reminders/FYI - None

III. Business
1. Curriculum Proposal: MATH – Math (3067/5067) 09-10 #20
Mark C moved (Hal G. 2 nd) to accept. Motion passed.
Because they are only changing the titles of both UG and GRAD courses
already approved, syllabi are not required.

2. HLC Graduate Studies –
   A. Draft Document (Document #3)
   B. Marty Wolf visit – March 3 meeting (either Marty Wolf or Elizabeth
   Dunn will attend)

3. Grad Faculty Criteria and IFO/MnSCU Master Agreement
   Excerpt of the Draft Minutes of the BSUFA Senate Meeting (Document #4)
   BSU Graduate Faculty Criteria (Documents #5)
   Article 20 Section A of iFO/MnSCU Master Agreement (Document #6)

It was clarified that each department may establish their own policies and
procedures as to how to vote within a department for re-upping on grad
faculty status, however, the guidelines as established by the BSU Graduate
Committee must be adhered to....according to the IFO contract, ¾ time
faculty and above are eligible to vote on such departmental matters. The
College Dean and Dean, School of Graduate Studies may agree or disagree
with the departmental report.
Departments have the right to determine as to how often the faculty person may re-apply once they were denied (some do yearly, some do every 3 years).

The last time the Senate approved the criteria was April 7, 2008.

We need a better clarification as to what exactly the issue may be as outlined in an email from a BSUFA representative. Christel will contact Doug Leif to get a better clarification on this issue. She will ask for a written outline on his reference to “many fronts.” The committee will then determine if he should be invited to a future meeting.

4. Continued discussion of graduate catalog revisions (Documents #7 & #8)

5. Continued discussion of the Grad Faculty Orientation
   A. Finish Grad Faculty Advising
   B. Grad Rep for Oral Defense

6. End-dating graduate students (Todd Frauenholtz)
   Graduate Student Orientation…required signature and acknowledgment of review

7. Other business

Graduate student mini-grants….deadline is Friday, Feb. 19; Joan will provide copies of each applicant to each committee member. Awards will be discussed and determined at the February 26 meeting. Awards are to be made and students notified by April 5.

Next meeting will be Feb. 26, 2010 at 1 p.m. in Sattgast 314.

Meeting adjourned at 11:50 a.m.

Respectfully submitted by,

Joan Miller