MINUTES OF THE GRADUATE COUNCIL MEETING

October 8, 2013 – Fidel Center – Graduate Office

The Graduate Council Meeting was called to order at 4:00 P.M. on Tuesday, October 8, 2013 in Fidel Center – Graduate Office Conference Room. Members present: Lorie Liebrock, Chairman, Snezna Rogelj, Michael Pullin, Clinton Richardson, Barbara Bonnekessen, Subhasish Mazumdar, Kevin Wedeward, Bhaskar Majumdar, Navid Mojtabai, Corey LeClerc, Michelle Creech-Eakman, Ivan Avramidi. Others who attended were: William Stone, Michael Wine, George Becker, Julie Ford, Shari Montazeri, Lisa Beinhoff.

1). Call for Approval of Minutes:

The chairman called for approval of minutes of September 10, 2013 meeting. Kevin Wedeward made the motion to approve the minutes, Subhasish Mazumdar seconded the motion. All approved and the motion passed.

2). Announcements:

a. The Dean informed the council of the recruitment that took place this past week. Dr. Liebrock attend HENAAC in New Orleans, Megan attended a career fair at NMSU in Las Cruces, NM and also attended SACNAS in San Antonio, Texas, and Debbie attended the Professional School Fair at UNM in Albuquerque, NM.

b. Michelle Creech-Eakman made an announcement about the Critical Reading Workshop at Sevilleta on October 12, 2013. Breakfast, lunch and snacks will be provided for those who attend. A bus will be made available for transportation.

c. Dr Liebrock announced the Supercomputing Challenge, which will also take place this weekend, October 12th and 13th. She requested volunteers for the Sunday “Meet the Scientist” session. For more information you can contact Scott Chadde.

3.) Old Business:

 a. Change to Reference Letter Requirements in the Catalog – Mazumdar -

Mazumdar had suggested a change of the wording in the catalog requesting reference letters for M.S. and PhD Applicants from “References from three professors familiar with the applicant’s academic performance” to “References from three individuals familiar with the applicant’s academic and/or professional capabilities”. Mazumdar made a motion that the correct wording would be “research capabilities” rather than “professional capabilities”. Mike Pullin seconded the motion. All approved and the motion passed.

*Catalog Change from “References from three professors familiar with the applicant’s academic performance” to “References from three individuals familiar with the applicant’s academic performance and/or research capabilities.”*

4. New Business:

a. Proquest Services and Fees – Lisa Beinhoff – Lisa Beinhoff gave out handouts to the council on Proquest Services and Fees. She gave out handouts to all who attended and explained the differences between NM Tech Library costs and fees versus Proquest. There was a very lengthy discussion of the council members and also Michael Wine with the Graduate Student Association. The GSA and graduate students who attended the last GSA meeting voted to go with Proquest. Dr Liebrock asked what the fee would be for a student requesting their own copy. Lisa stated that it is currently a $21.00 fee. Lisa explained that right now, all departments get a copy of their student’s thesis or dissertations but that she didn’t think all departments wanted them. Dr. Liebrock asked for a vote from the council and all departments stated that they wanted a copy of thesis and dissertations of their students. Lisa explained that right now we are having thesis and dissertations picked up by a family owned business to have them bound and she did not know how long they would continue to do so. She suggested that NM Tech look into Proquest and possibly decide to use them instead of what we are doing now. She stated that Proquest had many more options to choose from and that students can pay a fee and get copies of their thesis or dissertations at any time. A question was asked about old thesis or dissertations that are now sitting in the library, Lisa commented that Proquest probably would not take those because the Proquest agreement must be signed by the writer. Bhaskar Majumdar stated that reducing the volume of the thesis should be discussed and the council stated that this was something that should be addressed at another meeting and didn’t pertain to Proquest. Subhasish Mazumdar asked about the Open access fee of $95.00. Lisa explained that the fee if paid gives everyone free access electronically. Kevin Wedeward asked what the cost would be to students and Lisa explained that there would be no cost unless they are requesting a copy of their thesis or dissertation. Someone asked how signature pages work for the electronic thesis and dissertations and Lisa explained that it could be scanned in. There was discussion that it might be better to not scan the signatures as that then posts faculty signatures in a public manner; a typed page could be used instead on the electronic copy. A copy of the document will still need to be given to the graduate office to check for formatting, but in the future, we may do that electronically on the electronic copy. Lisa also stated that she would still need to have a hard copy of the thesis or dissertation for the library file. In addition, the departments still want a copy, so there would need to be two bound copies. However those copies would not be printed here – Proquest would print and bind the documents. There were several more comments and questions throughout this discussion but once all questions were answered Michael Wine with the Graduate Student Association made a motion to go with Proquest, the motion was passed. All council members voted to approve.

b. Wording change for PhD Program in Chemistry concerning specializations (confusing to students) – Lorie Liebrock – Dr. Liebrock quickly mentioned the wording change for PhD students concerning specializations in their department. Mike Pullin stated that they were working on this and changes would be made soon.

c. Discussion on potential new course BIOL 481 (an interdisciplinary exploratory, seminar-style class that utilizes web-based resources and focuses on recent developments in Biology related areas – Snezna Rogelj - Snezna explained how the BIOL 481 course was being used in their department. She stated that the students are learning vital skills to be scientist’s among groups of people in different diversities. They learn what drives people to become scientists. She stated that a grade is given to the students as a one credit course and that she would like for the student to be able to take this course more than one time. It is a 400 level course and is an appropriate course for graduate students. Bill Stone stated that he thought this course had already been approved and didn’t know why it was being addressed a second time. Snezna asked if she needed to make a motion concerning this course and it being taken multiple times by any of her students. Dr. Liebrock said no, that it was already approved and in the catalog.

d. Mechanical Engineering Course 585 – Catalog states that only one credit of 585 can be used to fulfill degree requirements. Sentence needs to be modified to say it cannot be used unless you make 585 a course that students receive a grade for. – Ostergren – Julie Ford was in attendance for Ostergren to address this issue. She stated that it will be a graded course.

e. Mineral Engineering – Courses to be accepted as “outside department” courses – Navid Mojtabai and Lorie Liebrock – Navid explained some of the cross-listed courses that his students use for outside the department courses. Mineral Engineering has courses cross-listed with Civil and Environmental Engineering and also courses that cross-list with Geology, Geochemistry and Earth courses. Dr. Liebrock stated that there were several departments on campus where cross-listed courses are used as outside the department. Dr. Liebrock also explained that if a student did their Bachelor’s Degree in a different department from their Master’s degree that the outside of department courses are taken care of. Bill Stone stated that this is a subject that needed to be discussed in more detail at another council meeting.

f. Humanities & Social Sciences – New Graduate Courses for Catalog – Barbara Bonnekessen - Barbara Bonnekessen made a motion to add four new classes to Humanities and Social Sciences. English 524, Ectopia, TC 505, Science Writing, TC 516, International Professional Communication, TC 561, Data Visualization. After a brief discussion it was decided that she need to make a minor change to the Prerequisites of each class and re-submit. The changes were received and the courses were re-submitted on Wednesday morning, October 9, 2013. Snezna Rogelj seconded the motion, all approved and the motion passed.

**Humanities & Social Sciences**

**New Graduate Courses for Catalog**

**English 524, Ecotopia: The Intersection of Science and Literature, 3 cr, 3 cl hrs [co-taught with ENGL 324]**

*Prerequisites: Graduate standing or consent of instructor.*

Utopian literature, whether Paradise myths or novels set on an idyllic island or in the future, chronicles human aspirations for a better society. Ecotopia—a neologism coined in 1968—combines utopian desires for better relationships between humans with more recent desires and need for a better relationship with the environment. The course provides a review of utopian literature throughout history and focuses on contemporary science fiction novels and developments in architecture, technology, science, and alternative social structures. Extra work is required for graduate credit.

**TC 505 Science Writing, 3 cr, 3 cl hrs**

*Prerequisites: graduate standing*

This course provides an overview of science writing genres designed to reach multiple audiences (e.g., specialists, policymakers, students, the public) and is useful both to students pursuing a career as a professional science or technical writer and to students in the sciences hoping to improve their communication skills. Course topics include, but are not limited to, popular science writing (e.g., writing for mainstream magazines and newspapers), public information (e.g., press releases, websites, science blogs, informational videos), and academic/research writing (e.g., journal articles, abstracts, and grant proposals). This course will also include a community service project providing students with an opportunity to generate real-world documents for a research facility at New Mexico Tech. Extra work is required for graduate credit.

**TC 516, International Professional Communication, 3 cr, 3 cl hrs**

*Prerequisites: Graduate standing or consent of instructor.*

Producing efficient and effective information for audiences situated in different geographic locations is a major concern of companies and organizations, both large and small. This course develops the knowledge and skills needed to analyze and solve the problems posed by a world that is increasingly diverse, interconnected, and driven by knowledge, technology and the capacity to learn and adapt to new and ever changing contexts and situations. During the course, students will produce artifacts that demonstrate development and accomplishments as an international professional communicator. Extra work is required for graduate credit.

**TC 561, Data Visualization, 3 cr, 3 cl hrs**

*Prerequisites: Graduate standing or consent of instructor.*

Knowing how to communicate information graphically and in such a way as to intuitively engage its audiences is a fundamental skill to have in a world permeated by data. This course develops the knowledge and skills needed to evaluate, plan and produce aesthetic, ethical, and functional data displays—graphs, charts, technical illustrations, maps, interactive displays, and others—for people engaged in science, technology, business, government, and academia, as well as for semi-specialized and lay audiences. Extra work is required for graduate credit.

 g. Other – No Other Business

5.) Student Questions and Concerns: (GSA Representative) –

a. Other – No Other Business

6. Adjournment:

The Dean made a motion to adjourn the meeting. The meeting was adjourned at 5:10P.M.

The Dean reminded chairs at the end of the meeting that she would like for the departments to e-mail her their information on what they would like to see considered in the decisions about allocation of TA’s.