

MINUTES OF THE GRADUATE COUNCIL MEETING  
September 9, 2014  
Fidel Center – Collaboration Room – Graduate Office  
3:45. P.M.

The Graduate Council Meeting was called to order at 3:47 P.M. on Tuesday, September 9, 2013 in Fidel Center – Collaboration Room – Graduate Office. Members present: Lorie Liebrock, Chairman, Snezna Rogelj, Jeff Altig, Clint Richardson, Sue Dunston, Subhasish Mazumdar, Penny Boston, Kevin Wedeward, Nikolai Kalugin, Ivan Avramidi, Corey LeClerc, Michelle Creech-Eakman, Mark Samuels, Jamie Kimberly, Frank Reinow. Others who attended were: Tom Engler, William Stone and Sara Grijalva

1). Call for Approval of Minutes:

The chairman called for approval of minutes of April 8, 2014 meeting. Kevin Wedeward made the motion to approve the minutes, Michelle Creech-Eakman seconded the motion. All approved and the motion passed.

2). Announcements:

- a. TOEFL and IELTS requirements for a Teaching Assistantship – (Liebrock) - TOEFL – 80 and IELTS – 6.5

The Dean wanted to remind the Department Chairs that the scores were slightly higher if they were going to offer a TA to an International student. Most of the chairs remembered what the scores were and agreed.

- b. Change of date for Completion to avoid registration to the same day as Validation day for summer only – (Liebrock) –

The Dean stated that we were going to have to move the summer registration date to the same day as the validation date due to some problems that students were having. She stated that it would be changed by only a couple of days.

- c. Admin. Fund for Student Travel Support Form – (Liebrock) – This form no longer exists. This funding is in the hands of the GSA.

The Dean reported that this form is no longer valid. The GSA has been provided more funding to support student travel and there would be no more money to given out. Do not contact the Vice Presidents or President as they have provided the additional \$20,000 per year for graduate travel funding through the GSA. Students apply to the GSA for travel monies and departments should remind their students to go to the GSA for the paperwork. Students must meet the deadlines and application requirements to receive funding.

d. Recruitment for Central America – (Liebrock) –

The Dean mentioned a possibility to recruit in Central America. She asked the Council their opinions on this recruiting. She stated that CGS would pay Education USA for each country where we are interested in recruiting \$700.00 to recruit, plus travel expenses. The recruiting money that is not allocated will be used for this recruitment. Central American countries have committed \$4.2 million towards sending their students to get STEM graduate degrees in the US. Questions were raised about our commitment. The Dean stated that she as the Graduate Dean would be the person that would attend and stated that she would be attending recruiting fairs, doing presentations, etc. She mentioned that students who are being recruited would still have to get funding approval from their countries to attend here. This recruitment is run by Education USA. This program gives the masters students two years to complete and the PhD students 4 years to complete. We do not know if they can extend this time. The Dean also stated that Education USA offers online recruiting for free. After a little more discussion, the Dean asked the Council to approve this trip. All approved and the Dean will be going to Central America for recruitment.

e. Alumni receptions for 49'ers - (Liebrock) – The Dean read of a list of those departments that were planning on participating and hosting Alumni receptions. Some of the departments who were not on the list agreed to participate. Liebrock asked those departments to contact Theresa in the Advancement office to set it up. The Dean was asked the question about who would be winning the top award of \$3,000.00. Liebrock stated that the results should be based on the percentage of attendees from the departments over a ten year period. This would include the percentage of faculty, students and alumni. She mentioned that those departments who are working together should have separate sign-up sheets. Posters were passed out to each department chair to hang up in their departments for the student research competition.

f. Legislative Session – January 30<sup>th</sup> – Graduate Day with the Legislature – (Liebrock) – The Dean announced that we had been approved for the East and West Halls of history. Liebrock mentioned that we need great graduate student speakers to do poster presentations. We need to nominate our best students, also MST needs to be represented. It might be good to nominate two current and two former students. This will be an all day event, with a press conference at 11:00 A.M.

g. Other - The Dean stated that she is working on an MOU with NMSU on an English Language Intensive Program over the summer to help students with low TOEFL/IELTS scores attend NMT in the Fall.

3.) Old Business:

Other – No old Business

4). New Business:

a. Catalog Changes for the Math Department – (Avramidi) –

a. Proposed Catalog Changes for the Math Department –(Avramidi) –

Avramidi made a motion to accept the proposed changes to the PHD program in Applied and Industrial Mathematics. Sue Dunston seconded the motion, all approved and the motion passed.

**Doctor of Philosophy in Applied and Industrial Mathematics**

**Proposed Changes to Degree Requirements:** delete a phrase and correct the itemized structure.

Degree Requirements

- Up to 30 hours from a master's degree, excluding thesis and S/U courses, may be included. ~~Students are normally expected to take MATH 501 and 502 in their first year, and MATH 503 each semester after that.~~
- 48 hours of coursework approved by the student's advisory committee, including:
  1. All of the following, if not already taken: MATH 410, 411, 435, 437, 438, 471
  2. 500-level MATH courses (30 credit hours) consisting of:
    - a. MATH 530 (3), 532 (3)
    - b. Six (6) credit hours of core classes: MATH 511, 535, 538, 539, 577
    - c. Four or more of the remaining classes are to be additional core classes (above), courses from the list of recommended classes (below) or other classes approved in advance by the student's committee. Students are strongly encouraged to include MATH 509, Graduate Internship, in their program. Recommended classes: MATH 509, 510, 512, 518, 519, 531, 533, 536, 537, 587 or other
  3. 12 hours of upper-division or graduate-level courses from outside the math department
- Dissertation (24 credit hours): MATH 595
- Preliminary exams in differential equations, analysis, and numerical analysis (usually taken in the third semester, or in the second semester for students who already have a master's degree). Students may, if necessary, repeat one more exam the following semester. Students who do not receive satisfactory scores after two attempts will not be accepted into the PhD program.

- b. Required documents for application to the Certificate Programs - (Liebrock) –

The Dean asked the Council what kind of information that they want to require for the Certificate Programs. The Council wants the full application with all of the requirements for a regular application including GRE scores and three letters of recommendations. Dr. Boston later contacted the Dean and said that the GRE would not be required for the Hydrology Certificate. These updates have been posted on the Graduate Degrees page.

- c. Requiring resumes as part of the application packet - (Liebrock) –

There was a brief discussion on this matter; it was decided not to require resumes with applications.

- d. Satisfactory/Unsatisfactory (S/U) Forms – (Liebrock) – The Dean stated that Sara is in the process of changing this particular form so that students and advisors are notified that S/U Courses cannot be used as part of any graduate program.

- e. Other – The Dean asked the Council if any of them wanted to sign the student's course program before the Dean signs off. The council stated they did not.

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

- a. None
- b. Other – No Other Business

- 6.) Adjournment – The Dean made a motion to adjourn the meeting. The meeting was adjourned at 4:37 P.M.