

Minutes of the Graduate Council
May 7, 2021

Members in Attendance:

Ali Beskok, Alan Itkin, Adam Jasienski, Akihito Kamata, Renee McDonald, Volkan Otugen,
Anthony Petrosino, James E. Quick, Dinesh Rajan, Gretchen Smith

Ex officio members Suku Nair, Heather Shaw

Members Not in Attendance:

Jodi Cooley, Elfi Kraker, Brian Molanphy, Alexandra E. Pavlakis

Business:

- x Moody School Administration 10.6 (K)-2. -0.003 Tw 0 -1.315 TD [(B)1 0 Tth Tw (,3 (i)ndb)-11.3 o 9(0Û "B5# Students," which received 11 "yes" votes, must for clarification Dr. Petrosino voiced a concern that a mechanism was in place for resolution of conflicts between the Dean of

an honor code overlaps with professional work they do as teaching assistants and research they do as part of their programs. Dr. Rajan suggested that one year of experience in graduate school, as a requirement for graduate students to serve on the Honor Council, was perhaps too high a bar, as it would exclude many master's students. Dr. Nair asked if the draft proposal be distributed to the Council for comments.

- x Virtual orientation: Dr. Itkin explained which students are currently included in the virtual graduate student orientation run by the Moody School and asked for information from the Council on different orientations occurring in their schools and input on whether additional incoming students in their schools should be invited (slide 5). Dr. Smith suggested that additional students in Meadows, specifically M.F.A. and music students would benefit from the orientation. Dr. Jasienski asked whether the plan was to move back to a person orientation in the long term, and Dr. Itkin answered that much of the material in the orientation would probably stay virtual even after regular in-person events resume.
- x Future items for discussion: Dr. Itkin ran through a list of possible items for the Council's review and said that the Council would be able to provide input on this list and other suggestions for items for the Council's discussion (slide 6).
- x Meeting adjourned.

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1. Moody School Administrative Handbook
 2. Ph.D. recruitment challenge grants
 3. Graduate honor code (presentation by Prof. Suku Nair)
 4. Virtual orientation
 - 5.





Review of Registrar Forms for Ph.D. Students: Late add/drop and other Registrar forms that require a “school signature” are approved by the designee of the Dean of the student’s home school*. Approval by the Moody School is also required for cases in which the student is a recipient of a fellowship provided by the University or the Moody School. Following approval, forms are forwarded to the Registrar for processing and to the Moody School for



Approval of Candidacy for Ph.D. Students: Candidacy forms are signed by the Director of Graduate Studies or Department Chair, approved by the designee of the Dean of the student's home school, and forwarded to the Moody School, so that the Moody School can add milestones to the student's transcript. This allows accurate tracking of candidacy for data purposes, recognition at candidacy reception, and tracking of progress to degree. Tracking progress to degree allows the Moody School to alert departments/programs when students are close to limits prescribed in the catalog so a timeline extension may be considered.

12 Yes votes, 0 No votes



Review of Timeline Extensions for Advancement to Candidacy and Graduation for Ph.D. Students: When a student is nearing the limit set in the catalog for advancement to candidacy or graduation after advancing to candidacy, the department/program forwards a petition for an extension (generally a one-year extension) to the timeline to the Office of the School Dean and to the Moody School along with a letter of support from the DGS or Department Chair. The School Dean or their designee, and the Moody Dean or their designee must both approve extension requests. A record of the approval is maintained by both the student's home school and the Moody School.

10 Yes vote, 1 No vote, 1 Question

- No vote comment: Language needs to be added on how agreement is reached if Dean of College and Dean of Moody disagree.
- Question: The item on timeline extensions is worded differently from the others, in a way that requires such forms to come to the college Dean's office when they now do not. This is addressed in the other items by referring to the "dean's designee" rather than "the office of the dean" as the recipient of the documents.





- Program to be developed in collaboration with the Graduate Council
- To be launched for Fall 2022 admission cycle
- Intended to support faculty and departments in actively recruiting exceptional prospective Ph.D. students
- Funded initiatives might include:
 - faculty visits to universities with strong departments in their fields to present research, share information about their program at SMU, meet potential applicants, and distribute recruitment materials
- Faculty or departments whose initiatives are funded might also be offered:
 - A guaranteed fellowship for one prospective Ph.D. student the faculty member/department recruits through the funded initiative, provided the student is approved by the department and the University for admission
 - Research funding for one prospective Ph.D. student the faculty member/department recruits through the funded initiative, for research performed outside of SMU, provided the student is approved by the department and the University for admission



SRGE Committee Report (AY 20-21)

Suku Nair

Members

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Graduate Honor Council

- Current honor code focus on undergraduate students
- Charged to investigate an Honor Council for graduate students that would be run by graduate students and the Student Life staff
 - Honor codes from all graduate programs on campus
 - Honor code on SMU student handbook
 - Reviewed other universities
- Developed a draft constitution in line with the undergraduate honor code

Salient Items (cont'd)

- Deleted one section from Penalties Article:
 - For a period of one year no student with HV on their record shall be entitled to a scholarship based on any factor other than need.
- Need to include:
 - Any research misconduct will be handled according to SMU Policy 10.6, which under SMU policy and federal guidelines takes precedence on all research misconduct matters. This is to ensure that the GHC do not establish a competing system of adjudication on those matters

Virtual Graduate Student Orientation

START HERE: COURSE INFORMATION

Welcome to CMU and International Students

View

Graduate Student Resources

View

Graduate Student Resources Center

100 pts | Score at least 70.0

and Safety

Health

View

This screenshot shows a web portal interface. At the top, there is a grey header with a dropdown arrow and the text "START HERE: COURSE INFORMATION". Below this, there are several menu items, each with a three-dot icon and a document icon. The first item is "Welcome to CMU and International Students" with a "View" link. The second is "Graduate Student Resources" with a "View" link. The third is "Graduate Student Resources Center" with a rocket icon and the text "100 pts | Score at least 70.0". At the bottom, there are two more items: "and Safety" and "Health", both with "View" links. The bottom portion of the screenshot is obscured by a black redaction box.

International Students

International Student Center

International Student Center and Scholar Services Office

International Student

This screenshot shows a web portal interface. At the top, there is a grey header with a dropdown arrow and the text "International Students". Below this, there are several menu items, each with a three-dot icon and a document icon. The first item is "International Student Center" with a "View" link. The second is "International Student Center and Scholar Services Office" with a "View" link. The third is "International Student" with a "View" link. The bottom portion of the screenshot is obscured by a black redaction box.



- Possible Items:

- **Annual review of Ph.D. students**

- **Ph.D. and M.F.A. student technology fund**

- **Ph.D. students taking classes in other schools**

- Additional hourly work, on top of assistantships, for graduate students

- 0-credit hour classes and full-time status

- Doctoral hooding ceremony

- Graduate transfer credit evaluation process and degree verification

