

UNIVERSITY OF MINNESOTA  
Graduate School

Minutes of Executive Committee  
Thursday, January 21, 1971  
11:30 A.M. Campus Club

Present: Professors Frederick Forro, Alfred Caldwell, Robert Schork, William Warner, Robert Dykstra, Harald Jensen for David Berninghausen, E. W. McDiarmid, Rutherford Aris; Dr. Gerald Needham; Deans Francis Boddy, Warren Ibele, Harry Lease, Millard Gieske; Graduate Student Representatives, Susan Coiner, Marguerite Bissonnette; Beverly Miller, Dean Bryce Crawford, Jr., presiding; Shirley McDonald, secretary.

Executive Committee Meeting Dates: February 18, 1971, March 18, 1971,  
April 22, 1971, May 20, 1971,  
11:30 A.M., 626-7 Campus Club

1. Proposed Programs and Modifications

- A. Master of Architecture - as soon as copies of the proposal are received in the Graduate School, they will be distributed to members of the Physical Sciences and Social Sciences Group Committees. Professor Caldwell will receive a copy and will decide whether or not the Agriculture Group Committee should also review the proposal.
- B. Proposed Modification in the M.S. in Geology at Duluth - superficially this is a request for an "internal minor." Geology majors on the Twin Cities Campuses are able to get minors in areas which are outside the major department; some of these fields are offered only within the Geology Department at Duluth. For example, economic geology is within the Geology Department at Duluth, but is available through Mineral Resources Engineering in the Twin Cities.

Professor Warner reported that the Physical Sciences Group Committee recommended acceptance of this modification but with the written proviso that the requirement of Physical Chemistry not be dropped nor by-passed; it can, of course, be satisfied either as an undergraduate or as a graduate student. The Executive Committee approved the modification in the M.S. in Geology at Duluth, as recommended.

- C. Ph.D. with a Major in Geo-Engineering - several years ago there were some major revisions in Mineral and Metallurgical Engineering and the new major in Geo-Engineering was established for the M.S. degree. It was stated in the proposal that after the addition of several staff members from the School of Earth Sciences and the addition of two new staff members in Geo-Engineering, a proposal for a Ph.D. program would be submitted. Professor Warner reported that the Physical Sciences Group Committee has had only a preliminary discussion about the proposal; the item will be carried forward.

2. Implementation of the Task Force Recommendations - Dean Crawford reported that the committee to assist with the implementation of the Task Force recommendations has been appointed and has met once. The group plans to meet each week for the time being. Membership includes: David W. Thompson, chairman, Professors Rutherford Aris, Richard Blue, Paul Johnson, Clarence Stowe, Patricia Swan, and Leslie Zieve; graduate student representatives are Manley Olson, Duane Sherwin and William Hosfield.

The committee is currently addressing itself to a reshuffling of the group committees; a tentative plan will be presented to the Executive Committee and Directors of Graduate Study. Hopefully by the beginning of the spring quarter a "design" will be ready for a try, at least. Then these newly constructed group committees will set about the business of structuring the intermediate bodies, the "units."

Several members of the Executive Committee expressed concern about some of the recommendations. The use of faculty manpower is one such concern; another is the possibility that the introduction of another level of review would result in more paper shuffling than already exists. Dean Crawford said that the Task Force recommendations are not hard and fast; the implementing committee is aware of the two principal objectives -- fuller representation of fields and the need for periodic review of all graduate degree programs. There is room for flexibility in working out details. Dean Boddy mentioned the value of the broader view which could be possible through a common committee or "unit" covering more than one area. This should apply even to individual student programs.

3. Records Keeping and Use of the Computer - the central records-keeping personnel are attempting to utilize the computer facility in ways which will be most useful to the University as a whole. For this next year, the core records keeping and student information phase will be going forward. Dean Crawford said that some benefits of the core records system involve the handling of grades and an improvement in the basic grade tape (which should improve the Graduate School Quarterly Progress Report) and a shortening of the time lag on the recording of interim grade changes. He explained that programming for the listing of examining committee assignments will need to be delayed for the time being. The computer people do recognize the concern about the time lag in the handling of group committee materials and will give some attention to ways in which this phase of the work could move more rapidly.
4. Continuous Registration for Ph.D. Candidates in the Military - Dean Gieske reported that he has had a request for an elimination of the continuous registration fee for persons in the military. He said that it has been his practice to defer payment for enlisted persons while they are in the service. Abolishing the fee for all who are in the service would surely prompt requests for exemption by those in the Peace Corps, Vista, and the like.

Dean Crawford suggested that when students can present circumstances, more or less beyond their control, in which they know that for a predictable period they cannot make any progress on the thesis, it would make sense to provide a "leave of absence" from continuous registration for a predetermined definite period of time.

As soon as the student passes the preliminary oral examination, he has five years in which to complete the work and receive the Ph.D. degree. Discussion turned to extensions of time for those who exceed the five year time limit. Dean Gieske explained that requests for extension of time must be made prior to the expiration of the time limit and that decisions are based on several things. One quarter extensions are usually granted; if the request exceeds this, some evidence of progress on the thesis or at least a definite plan for progress is required. Extensions of time are never automatic.

About a year before the end of the student's time limit, the Graduate School sends a letter warning of the approaching "deadline," and instructions on how to apply for an extension should it be needed. A carbon of this letter is sent to the student's adviser. Professor Jensen suggested that a copy also go to the Director of Graduate Study in the area. The Committee agreed and this will be done.

5. Speech Pathology at Duluth - the final proposal for this program is currently before the Minnesota Higher Education Coordinating Commission. Dean Crawford reported that he had contacted the North Central Accrediting Association in respect to "timing" between the various levels of review. He thought the Committee might be interested in knowing that while North Central is aware of the proposal, action will not be taken until the program has been approved by the University of Minnesota. North Central judges a program purely on its merit and does not take into account matters such as the need and justification of expenditure of state and federal resources. These items are included in the HECC review.
6. Institute of Technology Courses by Television - Dean Ibele reported that the Institute of Technology plans to offer graduate courses by TV beginning fall 1971. There has been some experience with the Closed Circuit TV courses in Electrical and Mechanical Engineering at Rochester. It is desirable to get some interested faculty together to anticipate the problems and work out some guidelines in advance. While it is quite possible that the present rules regarding off-campus work will do, we should be clear about matters of admission, transfer of credit, type of registration, etc. Dean Ibele will set up a meeting and as soon as procedures are clear, the Directors of Graduate Study will be notified.
7. The Four and Five Credit Module - the Graduate School has received a number of inquiries about its policy in respect to the new four and five credit module. The matter of fees for a part-time credit load would be involved, for one thing. At this time, graduate students

registered for 6 credits or less may pay half fees; the change from 3 to 4 or to 5 credits, for example, could put the student above the 6 credit maximum for half fees. Professor Aris suggested that courses rather than credits be counted. A question of course definition was raised -- could a laboratory be considered a course in itself since it must always be taken in conjunction with another course? And if some departments offer courses for 4 or 5 credits to undergraduates and for 3 credits to graduate students, this would raise a question of equality of credit earned for the same amount of work accomplished.

Dean Ibele is preparing a tentative statement of Graduate School policy on the subject.

8. Committee on Doctoral Programs - the ad hoc committee on Doctoral Programs is interested in any peculiar procedures or practices various departments may employ in administering the doctoral program and just how effective these practices have been. Since a number of fields are represented on the group committees, the ad hoc committee members will contact the group committee chairmen about sitting in on a meeting or two in an attempt to get this information.
9. Grading System - Dean Gieske reported that he is sitting with a committee which is studying the current grading system. If the University adopts certain practices regarding unsatisfactory grades (i.e. elimination of D's and F's from the student's record), what effect might this have on Graduate School admissions, the grade check, etc.? At the present time, the Graduate School does not accept P-N grading for graduate work. The Graduate School also has some concern over P-N grading in undergraduate programs; if more and more colleges go to this kind of grading extensively, admissions will be effected. Dean Crawford said that while the Graduate Records Examination is being improved all along, it is not as good a measure of undergraduate performance as the detailed record over a period of several years.

At this point, Dean Boddy asked the Executive Committee members to let him know of any current studies they might hear about either here or elsewhere on the validity of criteria for admissions to graduate study. Professor Martin's committee and Dean Merwin's subcommittee on admissions would find such studies useful.

10. Directors of Graduate Study Meetings for the Winter and Spring Quarters  
Dates will be set soon and requests for possible topics for discussion will be sent.
11. The Woodrow Wilson National Fellowship Foundation has issued its annual list of Woodrow Wilson and Dissertation Year Fellows who are seeking employment for the coming year. This list is available in the Graduate Fellowship Office for consultation to faculty and administration engaged in recruiting new teachers.

The meeting was adjourned.

Respectfully submitted,

Shirley McDonald  
Secretary

February 3, 1971