# Graduate Council Meeting Minutes

September 20 2017, GBB 202, 12:00 – 1:00 PM

*Members Present:* L. Broberg, F. Brown, C. Dumke, J. Farnsworth, C. Fitspatrick, K. Harris, G. Morrill, M. Murphy, S. Ross, D. Schuldberg, R. Smith, S. Stan K. Volk
*Members Absent/Excused:* C. Palmer
Ex-Officio Present: A. Kinch

Call to Order

* The minutes from 9/13/17 were approved.

## Communications

* Chair Ross announced the opportunity for programs to advertise at a [PNW COSMOS](http://www.umt.edu/grad/AGEP-COSMOS/default.php) meeting on October 13th. The primary sponsor for PNW-COSMOS is the National Science Foundation (NSF), Directorate for Education and Human Resources (EHR), Division of Human Resource Development (HRD). The project is supported by: Collaborative Research: The Pacific Northwest Alliance to develop, implement and study a STEM Graduate Education Model for American Indians and Native Alaskans. If interested graduate program directors should prepare regrouping materials and deliver them to the grant coordinator, Raquel Arouca in room 219 of the Interdisciplinary Science Building. For additional information contact raquel1.arouca@umontana.edu.
* The curriculum deadline was extended to October 13th due to APASP.
* All faculty are welcome to attend the Faculty Senate’s meetings with the presidential candidates. The remaining meetings are this Friday, 9/22 and next Monday, 9/25 at 11:15 a.m. in the University Theatre.
* Dean Kinch provided an update on Submittable. The Graduate School is transitioning the application process. It was necessary to hire representatives from the company to help with the difficulties migrating information from Banner. The system will not go live this year. The English department has used Submittable for several years and is satisfied with the functionality and integration with the graduate school. In the long term in will provide cost savings.

Professor Dumke asked whether an update was sent to Graduate Program Coordinators. He has not had any messages regarding the implementation. There is an issue with information getting to the right people. There needs to be a better communication mechanism. Dean Kinch will look into auditing the distribution lists to make sure the right people are included. A possible solution would be for departments to set up a generic email address for the program directors that transfers when the individual changes. This will prevent the continuous need to update the contact list.
* Dean Kinch researched the changes to the IDC percentage over several years. It went from 37%, to 41%, 41.5%, to 45% in 2015. The Research Office is applying to increase the percentage to 47.5 effective 2018.

Although there is a rate agreement in place (signed in 2014) that appears to have a 1% IDC line item for the library, the actual budgeting process is quite different. Money is moved around. The Provost, Vice President Whittenburg, and the Library Dean are discussing how to handle the collection reduction issue. It will be important for the administration to know the faculty and students research interest in order to maintain the necessary journals subscriptions.

* Dean Kinch provided data on the TARA awards since 2011 and provided a hand out (appended) on interpretation of eligibility. He gave credit to gathering the data to the Graduate School staff. The 6-year change (2011 to 2017) of TARA went up from 276 to 328, while the base-funded TA # went down from 212 to 188 in the same period. The “spread” between the number of base-funded TA awards and the TARA contracts is rising due to the increase in research awards. Last year 24 of the awards were funded directly from the research office after the budget reduction.

The [website](http://www.umt.edu/grad/Faculty%20and%20Staff/Graduate%20Administration/TARA.php) was updated to provide better information in terms of interpreting the [BOR policy 940.31](http://mus.edu/borpol/bor900/940-31.pdf).

"Tuition levels will bear a relationship to the costs incurred by the campus in providing the education to the student.  Tuition levels for resident students will bear a relation to the cost of education and the level of state support.  Campuses have the flexibility to set non-resident tuition at 150% of resident tuition and set non-resident tuition for graduate research and teaching assistants at 100% of resident tuition."

This year there were 5-7 applications not eligible. These were mostly due to cobbling together of funds. Student employment must be related to research or teaching in order to be eligible. The Graduate School has a legal obligation to ensure the awards are in compliance with the policy. If an audit discovers a problem, the University would be charged for the discrepancy and could be fined. The Graduate School will work with programs to ensure eligibility and appropriate documentation. Going forward the Graduate School will track the categories.

Some of the past TARA awards would have qualified for the [Dean’s Merit Award](http://www.umt.edu/grad/Tuition_and_Funding/Deans%20Merit%20Award.php). The availability of the Dean’s Merit award needs to be better advertised.

* The first applications for continuous registration credit reductions are normally approved. The second petition will be questioned and the third may be rejected. These are determined on a case- by- case bases and consider the students use of campus resources.

## Business Items

* Graduate students Farnsworth and Smith reported on the progress of the survey on the proposed library reduction and the draft letter. The survey response rate is impressive. Students are passionate about this issue.

## Adjournment

The meeting was adjourned at 1:00 p.m.

**TARA Policy Framework**

**BOR Policy 940.31 on Tuition:**

**III. Consideration of the Cost and Value of Education in Setting Tuition Levels**

1. Tuition levels will bear a relationship to the costs incurred by the campus in providing the education to the student. Tuition levels for resident students will bear a relation to the cost of education and the level of state support. Campuses have the flexibility to set non-resident tuition at150% of resident tuition and set non-resident tuition for graduate research and teaching assistants at 100% of resident tuition.

**BOR Policy 940.13 on Tuition Waivers**

H. Rules Applicable to all Waivers.

1. **Financial Need**. All waivers, except Honor Scholarships for National Merit Scholarship semi-finalists, MUS Honor Scholarships, Community College Honor Scholarships, and waivers for graduate teaching assistants and graduate research assistants shall include financial need as a criterion whenever possible.

**Data on Grad Student TARA Contracts**

 Ofc of Research and Creative Scholarship funded 24 TA lines in FY 17 and 18

**Grant-Funded Research Assistanships**

These are increasing steadily with the growth in the research enterprise

 Compare the decline in the TA / RA Awards to increase in TARA forms

**Graduate Council Website on TARA**

<http://www.umt.edu/grad/Faculty%20and%20Staff/Graduate%20Administration/TARA.php>

**Website Changes to Address Ambiguities about TARA Criteria**

**Distinction between TARA and “Scholarships and Fellowships”**

 See Dean’s Merit Award, approved by Graduate Council in 2015

## Graduate Education Merit Award Program, Dean’s Merit Award

Students applying to the University of Montana with funding from organizations identified by the Graduate Council as Programs of Excellence are eligible for the Graduate Education Merit Award Program, or Dean’s Merit Award. In addition to the specific list of organizations provided, programs meeting the following criteria should also be considered eligible to be Programs of Excellence.

Required criteria to be considered a Program of Excellence:

* National or international reputation
* Open application process
* Competitive, independent, review process

List of approved eligibility for UM’s Graduate Scholarships

* American Council of Learned Societies
* American Psychological Society
* Beinecke Scholarship Program
* Bill & Melinda Gates Foundation Grants
* DAAD – German Academic Exchange Service
* Department of Education Grants & Fellowships
* Department of State Grants & Fellowships
* European Union’s Marie Curie Fellowships
* Ford Foundation
* Fulbright
* German Marshall Fund of the U.S. Fellowships
* Institute of International Education (IIE)
* NASA
* National Endowment for the Arts
* National Endowment for the Humanities
* NIH Grants & Fellowships
* NSF Grants & Fellowships
* Truman Capote Literary Trust
* USAID Pre-Approved graduate programs