School of Graduate Studies
1997-98 Report to the Faculty Senate
Executive Summary

An overview of the School of Graduate Studies, including Graduate Council membership, is followed by a summary of major Graduate Council actions. These include: approval of nine exceptions to the Regents' 36-credit limit for master's degrees; approval of 3 new degrees—PhD in Instructional Technology, Master of Second Language Teaching (MSLT), and PhD in Bioveterinary Science; approval of three distance education proposals—MS in Computer Science, ME in Civil and Environmental Engineering at the Ogden Center, Internet MS/MA in English/Technical Writing; disapproval of proposed distance education EdD; approval of 6 new specializations for the MBA, one for the MS in Family and Human Development; approval of renaming of specializations for the MS in Human Environments, the MS in Health, Physical education and Recreation, and the MS in Special Education; approval to drop a specialization for the MS in Special Education; approval of the Plan C option for the Master of Landscape Architecture and the MS in Town and Regional Planning; and approval of Distance Education Proposal Review Guidelines, a revised Data and Plans for Publication form, new degree completion deadlines with a "grace" semester for completion, a statement encouraging registration for thesis/dissertation credit while doing the research and restricting summer and over-enrollment to avoid tuition, a revised employment-limit policy reaffirming 20 hours per week as a full-time graduate assistantship.

Support of graduate students through the School of Graduate Studies amounted to $1,554,392 --$399,600 in fellowships and $1,154,792 in nonresident tuition waivers—plus 90 quarters of instate tuition waivers for resident students and 45 quarters for nonresident students. There was an 11.6% decrease in the number of graduate assistants for 1997-98. The mean monthly stipend for .50 FTE teaching assistants increased by 5.4%. Funds provided to the Graduate Student Senate supported travel to present papers by 159 of the 174 graduate students who applied and 164 who were approved.

International students continue to contribute to diversity in graduate programs, with 15.8% of matriculated graduate students from other countries in Fall 1997, 13.1% of master and 30.2% of doctoral students. However, a 13.5% decline in doctoral students was largely due to a 16.7% decrease in international students at that level. American ethnic minority students were only 3.9% of USU's matriculated graduate students in fall 1998. In 1996-97, 43.8% of master's degrees and 32.4% of doctoral degrees were awarded to women, 53.8% and 41.2 % increases since 1988-89.

Applications for 1997-98 were 16.2% below the prior year, but enrollment of matriculated graduate students was up 8.4%. Applications for Fall 1998 appear to be down about 6.9%, but it is difficult to gauge with the transition to semesters.

For 1997-98, 707 graduate degrees were awarded, down 1.8% from 1996-97; the 707 master's degrees were 3.5% lower, but the 91 doctorates were a 21.6% increase.

Data entry for graduate students will be assumed by the Graduate School during Fall 1998. Work on a Computerized Tracking System has been delayed by lack of computer programmer availability.

The recipient of the University Outstanding Graduate Mentor Award for 1998 was Dr. Kenneth W. Brewer, Professor of English.

ANNUAL REPORT TO THE FACULTY SENATE

FROM

THE SCHOOL OF GRADUATE STUDIES

1997-98

SEPTEMBER 8, 1998

REPORT TO THE FACULTY SENATE

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Utah State University's School of Graduate Studies was established in 1945. The 43 of the 44 departments at USU that offer or participate in graduate degrees or specializations, including the 10 interdepartmental degree programs, comprise the School of Graduate Studies. Master's degrees have been offered at Utah State University since 1914 and doctoral degrees since 1950. Overall, USU offers 100 master's degree programs, 36 doctoral degree programs, and 5 "other" degrees (Civil Engineer, Electrical Engineer, 3 Educational Specialist degrees).

The dean of the School of Graduate Studies is responsible for providing leadership in the formulation of policies and regulations for graduate studies and cooperates with the college deans and department heads to promote the quality of graduate education at Utah State University. In addition, the dean and the Graduate School Office staff provide a number of services to departments and students. They process applications for admission and review admissions decisions; monitor supervisory committee assignments, programs of study, and applications for candidacy; review and approve theses and dissertations; and track student progress and verify degree completion. A School of Graduate studies newsletter, the *Graduate Gazette*, is used to inform and remind faculty of graduate

studies issues, policies, regulations, and timelines. The School of Graduate Studies Office also provides support and advice for the Graduate Student Senate, which represents graduate students in university governance and works to inform graduate students on pertinent issues, policies, regulations, and timelines.

The School of Graduate Studies Office engages in other activities. In cooperation with the Graduate Student Senate, an orientation is conducted for incoming graduate students each fall. The School of Graduate Studies also cooperates with the Merrill Library staff who provide a library orientation for new graduate students each fall. Workshops required for teaching assistants are sponsored by the School of Graduate Studies. One, presented by the Intensive English Language Institute for international students, has included classroom follow-up on a pilot project basis for the last two years. It appears that a request for funds to include classroom follow-up as a regular component of that workshop will not be approved. The other workshop is organized by the Department of Instructional Technology for students who are native speakers of English. Both workshops are offered prior to and during the fall term. The School of Graduate Studies Thesis Coordinator offers thesis/dissertation preparation workshops throughout the academic year. Since June 1993, the School of Graduate Studies has organized a hooding ceremony for graduate students on the day prior to commencement.

James P. Shaver was appointed Dean of the School of Graduate Studies as of July 1, 1993, after serving as acting dean from September 1, 1990 through August 31, 1991 and from March 1992 through June 1993. The office includes

two professional staff (an Admissions Officer and an Assistant to the Dean/Thesis Coordinator), 8.25 FTE classified staff, and two to three part-time student employees.

Graduate Council

The Graduate Council reviews and approves policies and regulations for graduate studies at USU and advises the dean on their application. In February 1998, Provost Gogue appointed a committee, chaired by Dr. Donald L. Snyder, to study the relationship between the Graduate Council and the Educational Policies Committee (EPC), especially in regard to policy approval. That committee has submitted a report to the Provost and proposals to clarify that relationship will come forward during 1998-99.

The Graduate Council consists of a representative from each of the eight colleges (nominated to the Faculty Senate by the faculty of the college for a 4-year term) the Graduate Dean as ex officio member and chair, the University Librarian (Director, Library Services) as an ex officio member, two graduate student representatives (the President and Vice President of the Graduate Student Senate), and a faculty representative appointed by the Faculty Senate for a 2-year term. Listed below are the Graduate Council members who served in 1997-98.

Representative	Representing	Term Expires
Thomas D. Bunch	Agriculture	1998
Kenneth R. Bartkus	Business	2001
Sarah Rule	Education	1999
Ronald C. Sims	Engineering	2001

Randall M. Jones	Family Life	2000
Gary H. Kiger	HASS	1999
Todd A. Crowl	Natural Resources	1998
Stephan J. Allan	Science	2000
Jan E. Roush	Faculty Senate	1998
Max P. Peterson	Library	Ex Officio
James P. Shaver	Graduate School	Ex Officio
Tayseer Al-Sumadi	Graduate Student Senate President	1998
Alan Freer	Graduate Student Senate Vice-President	1998

Major Graduate Council Actions: 1997-98

•Approval of master's degrees with more than 36 semester credits.

For the semester conversion, the Board of Regents set 30 semester credits as the minimum and 36 semester credits as the maximum for master's degrees. The following exceptions to the 36-credit maximum were approved:

♦MEd in Elementary Education, Plan C, 40 credits, quarter credit conversion (prior year, 1/28/97).

♦MS in Psychology, School Psychology specialization—60 credits, state and national regulations, accreditation (10/16/97);

♦MS in Health, Physical Education and Recreation, Corporate Wellness specialization—40 credits, direct conversion from quarter credits (10/16/98);

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♦MS, MA, MEd in Communicative Disorders, Speech-Language Pathology specialization, 40 credits, direct conversion from quarter credits/ accreditation standards (12/18/97);

♦MS, MA, MEd in Communicative Disorders, Clinical and Educational Audiology specialization, 45 credits, direct conversion from quarter credits/accreditation standards (12/18/97);

♦MS in Family and Human Development, Marriage and Family Therapy specialization, 51 credits, conversion from quarter/credits accreditation standards (12/18/97);

♦MS in Instructional Technology, 39 credits, quarter credit conversion (12/18/97);

♦MEd in Instructional Technology, 37 credits, quarter credit conversion (12/18/97);

♦MS in Special Education, Rehabilitation Counseling specialization, 48 credits, quarter credit conversion/accreditation standards (12/18/97).

•PhD in Instructional Technology (10/16/97)

Approval was given to redesignate the Instructional Technology specialization in the Interdepartment PhD in Education as the PhD in Instructional Technology. (Approved, Regents, 3/13/98.)

•Distance Education MS in Computer Science (10/16/97).

Approval was given to the Computer Science Department to offer the MS in Computer Science, including the Plan A option, as a distance education program with telecommunication instruction. (Approved, Regents, 4/24/98).

•Master of Engineering in CEE at the Ogden Center (10/16/97).

A request from the Department of Civil and Environmental Engineering to offer the Master of Engineering (ME) degree at the Ogden Center was approved. (Approval, Regents, pending.)

•Distance Education Proposal Review Guidelines (12/18/98).

A document, "Guidelines for Requests for Distance Education Graduate Degree Programs," was approved by the Graduate Council. (See Appendix.)

•Rights to Data and Plans for Publication Form (12/18/98).

A revision of the form that graduate students and supervisory committees sign in regard to data ownership and publication plans, to include specification of a deadline by which the student would be expected to have a manuscript draft prepared, was approved.

Also, the time for submission of the form was changed to "prior to the defense of the thesis or dissertation." (See Appendix.)

•Internet MS/MA in English/Technical Writing (12/18/97).

Approval was given to offer the Technical Writing specialization of the MS/MA in English on the Internet. (Approved, Regents, 5/29/98.)

•MBA specializations (12/18/98).

Approval was given to add the following specializations to the Master of Business Administration (MBA): Business Analysis and Decision Making, Business Information Systems, Entrepreneurship, Human Resource Management, Manufacturing Management, and Quantitative Economic Analysis. (Approved, Trustees, 4/17/98.)

•Master of Second Language Teaching (1/22/98).

A request by the Department of Languages and Philosophy to offer a Master of Second Language Teaching (MSLT) degree as a professional degree for students interested in foreign language teaching, bilingual education, and/or teaching English as a second language was approved. (Approved, Regents, 7/10/98.)

•Degree completion deadlines (1/22/98).

In order to accommodate the semester calendar, with only two end-of-quarter academic year deadlines, rather than three, a proposal was approved that (a) students must submit their thesis/dissertation to the School of Graduate Studies for review at least four weeks before the anticipated completion date, unless they

want to complete before the last day of the semester or by the commencement deadline. Then, the thesis/dissertation must be submitted at least seven weeks before the anticipated completion date. However, (b) students do not have to register for an additional credit if they complete their thesis/dissertation in the semester following the semester of the defense. In addition, (c) students in nonthesis degree programs who do not complete their degree during the final semester of required coursework have to register for only one credit the semester of completion. (Approved, Faculty Senate, 4/6/98.)

•Registration for thesis/dissertation credit (2/19/98).

A statement that, to the extent possible, graduate students should register for research (thesis/dissertation) credits when they are carrying out their research and that they should not register for large amounts of research credit to take advantage of plateau tuition or during Summer Semester to avoid out-of-state tuition was approved. (Information item, Faculty Senate, 4/6/98.)

•Employment limits for graduate students (3/18/98).

In response to the easing of work restrictions on students by the IRS, but in recognition of the importance of facilitating degree completion by graduate students, the Council approved a statement that a full-time graduate assistantship is 20 hours per week; that in the interest of timely degree completion, graduate students are generally not employed by the University for more than 20 hours per

week; and that any employment over 20 hours per week must be approved by the student's advisor and degree-program department head. (Approved, Faculty Senate, 6/1/98.)

•Application fee (3/18/98).

The School of Graduate Studies application fee was increased from $30 for USA applicants and $35 for international applicants to $40 for all applicants, bringing USU's fee to about the median of comparative universities in the Intermountain West, to be effective for Fall 1999. (Approved, President Emert, 3/30/98.)

•Distance education EdD proposal (3/18/98).

A proposal to offer the Interdepartmental Doctor of Education (EdD) degree with EdNet course delivery and summer on-campus residency was not approved, in part because of concern about the advising and mentoring of doctoral students at the remote sites during the academic year.

•Specialization actions (5/20/98).

Six specialization changes were approved by the Council:

♦The Home Economics MS specialization in the Human Environments

Department to Family and Consumer Sciences Education and Extension;

♦ The MS Cardiac Fitness and Rehabilitation for Executive and Aging

Populations specialization in the Department of Health, Physical Education

and Recreation to Corporate Wellness;

♦ Adult Development and Aging specialization added to the MS in the

Department of Family and Human Development;

♦ The MS Vocational/Special Education specialization in the Department of

Special Education and Rehabilitation to Transition/Special Education;

♦ The MS Early Childhood Disabilities specialization in the Department of

Special Education and Rehabilitation to Early Childhood Special Education;

♦ The MS Learning Disabilities specialization in the Department of Special

Education and Rehabilitation dropped.

(All approved, Trustees, 6/28/98.)

• LAEP Plan C (5/20/98).

A request by the Department of Landscape Architecture and Environmental

Planning to offer a Plan C option for the Master of Landscape Architecture (MLA)

and the Master of Science in Town and Regional Planning degrees was approved.

• PhD in Bioveterinary Science (5/20/98).

A proposal from the Department of Animal, Dairy and Veterinary Sciences to

offer a PhD degree in Bioveterinary Science with specializations in Parasitology,

Theriogenology, Toxicology, and Virology was approved by the Council. (Further approvals are pending.)

Funding for Graduate Students

The following funds were made available for student support through the Graduate Dean's office in 1997-98:

$170,000	Presidential Fellowships
120,000	Research V. P. Fellowships
96,000	University Fellowships
8,400	Seely-Hinckley Scholarships
5,200	Martin Luther King Fellowships
<u>1,154,792</u>	Out-of-State Tuition Waivers
1,554,392	Total

In addition, 90 quarters of in-state tuition waivers for resident students and 45 for nonresidents were awarded (see Table 1). The $1,154,792 awarded for out-of-state tuition waivers for 1997-98 was 80.9% of the amount budgeted.

University and Vice President for Research Fellowships were $12,000 for the 1997-98 academic year; Presidential Fellowships were $10,000, but were provisionally increased to $12,000 for 1998-99. Fellowships and in-state tuition waivers are allocated to the colleges by the Dean of the School of Graduate Studies to be awarded according to Graduate School criteria and by procedures established by the colleges, subject to final approval by the graduate dean. In keeping with the recruitment purpose of the fellowships from the School of Graduate Studies, they

are to be awarded only to students entering a graduate degree program. To be competitive for recruitment, a fellowship may be awarded in conjunction with a .25 or less FTE graduate assistantship, if the assistantship will contribute to the student's degree program.

The Seely-Hinckley scholarships are awarded by the graduate dean to two outstanding, needy graduate students, based on nominations from the college deans.

Martin Luther King Fellowships, from an endowment established by Allen and Alice Stokes, are awarded to support the graduate studies of African American students.

One student at USU through the African Graduate Fellowships Program (AFGRAD) received financial support (full tuition) from the School of Graduate Studies for Winter and Spring 1998. One student at USU through the Latin American Scholarship Program of American Universities (LASPAU) also received support for the academic year.

Graduate assistantships are a major source of support for graduate students. All GAs employed for one or more academic quarters, or for a period of time exceeding 2 months, must be hired on Employment Action Forms (EAFs). Graduate Assistant (GA) information for the 1997-98 FY is reported in Tables 2 and 3. Table 2 shows a 11.6% decrease in the number of GAs employed on EAFs in 1997-98, with the largest decline in GRAs. At the same time, Table 3 shows an increase in mean teaching assistant stipends, commensurate with the guidelines for salary increases the last three years.

Graduate Student Travel Funds

The Graduate Student Senate (GSS) administers funds from the School of Graduate Studies and from the Vice President for Research for travel costs for graduate students who present papers at professional meetings. Master's students are eligible for one award and doctoral students are eligible for two awards during their degree program. The maximum individual trip award is $250. Students are eligible for funding for USU-generated papers presented up to three months after graduation, with appropriate recognition of USU on the paper. Of the 174 students who applied for travel funds in 1997-98, 164 were approved, and 159 traveled, for a total amount of $37,660. This was an increase of 12 applications, an increase of 6 travelers, and an increase of $8,200 in dollar awards from 1996-97.

Student Diversity

International students continue to contribute to the cultural diversity at USU. Table 4 shows the countries from which international applications were received for 1996, 1997, and Fall 1998, as of August 4, 1998. In Fall 1997, 15.8% of matriculated graduate students were from other countries (13.1% at the master's level and 30.2% at the doctoral level; Table 5. International students received 13.3% of the master's degrees and 40.5% of the doctoral degrees awarded in 1996-97 (see Tables 6 and 7). Table 8 shows international 1997 graduate-degree recipients by country of origin.

American ethnic-minority students continue to be a relatively small percentage of USU's matriculated graduate students (3.9%, $\underline{N}$ = 98, in Fall 1997;

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Table 9) and graduate degree recipients (2.4%, n = 18, of master's degrees and 5.4%, n = 4, of doctoral degrees in 1996-97; see Tables 6 and 7).

For the past four summers (1995-1998), undergraduate minority students from the University of Utah's Summer Research Opportunity Program (SROP) have visited the USU campus. For the summer 1998 visit, arrangements and hosting were handled by April Spaulding, director of Multicultural Affairs in Academic Support Services, and Dr. Carla Reyes, Assistant Professor of Psychology. Activities at USU include visits to the departments in which the undergraduates might pursue graduate study to meet with the department head and faculty with whom research interests are shared (whenever available, USU minority graduate students escort the visiting undergraduates to departmental meetings); a tour of the campus; lunch with ethnic minority faculty and administrators, the student escorts, and current ethnic-minority graduate students; a tour of lower Logan Canyon; and Aggie ice cream. In 1995, 17 SROP students visited 6 departments; in 1996, 21 students visited 9 departments; in 1997, 27 students visited 11 departments; in 1998, 16 students visited 5 departments.

Participation continues in Project 1000, a program based at Arizona State University to recruit Hispanic graduate students nationwide and African-American and Native American (including American Indian, Alaskan Native, and Native Pacific Islanders), as well as Hispanic students, from a six-state region (Arizona, Nevada, Utah, New Mexico, Colorado, and western Texas) and the U.S. Virgin Islands. Six students applied to the School of Graduate Studies through Project 1000 for 1997-

98, 2 were accepted by departments, and one enrolled at USU (in PhD program in Psychology).

Gender participation in graduate education has changed since 1988-89, with more women receiving graduate degrees in 1996-97 (Tables 6 and 7). The number of women receiving master's degrees increased from 210 (35.5% of master's degrees) to 323 (43.8% of master's), a 53.8% increase. For doctorates, the increase was from 17 (22.7% of doctorates awarded in 1998-89) to 24 (32.4% of doctorates), a 41.2% increase. The number of total graduate degrees awarded to women increased from 227 (34.1%) to 347 (42.7%), a 52.9% increase.

Applications

Applications for graduate study at USU during 1997-98 totaled 2,586 (see Table 10; Table 11 contains quarterly information by college), a decrease of 16.2% from the 3,085 graduate applications for admission in 1996-97, and 11.9% above the 2,310 applications for 1988-89, 10 years ago. As of August 3, 1998, there were 1,886 applications for Fall 1998, 6.9% less than the total of 2,025 applications on September 5, 1997, and equivalent period before the beginning of the term. It is difficult to estimate the effect of the early fall semester start, however; applications for Fall 1998 are still arriving.

The total number of graduate students accepted by departments for 1997-98 was 1,334, 51.6% of the applicants. The percentage of acceptances was down slightly from 52.7% for 1996-97.

A computerized admissions system (CAS) was implemented in 1992-93. Several years ago, the School of Graduate Studies database was put on Cross System Product (CSP), in anticipation of campus-wide implementation of that system. The further implementation did not occur and, as a result, the School of Graduate Studies database, including CAS, has not communicated with the Student Services database. CAS has been reprogrammed on the recently installed SCT (Systems and Computer Technology) SIS+ (Student Information System Plus). As soon as data inconsistencies are cleared up, the switchover, with data-entry responsibility for matriculated and graduate students shifting to the School of Graduate Studies, will take place, hopefully, during Fall 1998. Some re-training of School of Graduate Studies and departmental staff will be carried out.

Enrollment

The Budget Office reports budget-related enrollment data, which includes on- and off-campus, extended-day students, but excludes the Uintah and Southeast Centers (which are separate line items in the budget). Since Fall 1993, the Office of Planning and Analysis has reported enrollment data for all students, including self-supported students (instructional costs not from the E&G budget, but from other funding sources, such as a school district or company) and those at the line-item centers that were not included in past data. Data from both sources are included in this report (Tables 12 and 13), in order to have the 10-year perspective available from the budget-related data.

Using the more limited, budget-related data (with the line-item centers and self-supported students excluded), there has been, over the last 10 years, a 35.6% increase in the number of matriculated graduate students, compared to a 44.9% increase in the number of undergraduate students (see Table 12). The total matriculated graduate-student enrollment for Fall Quarter 1997 was 2,517, 11.9% of USU students and an 8.4% increase from Fall 1996 (see Table 13). The total of matriculated graduate students plus postbaccalaureate, nonmatriculated students was 3,762, 17.7% of the studentbody, and an 8.5% decrease from Fall 1996.

Although there was an increase of 258 master's students (+13.95), there were 62 fewer doctoral students, a 13.5% decrease in enrollment (Table 14), following a decrease of 39 doctoral students (-7.8%) the prior year. Again, the lower number of doctoral students is largely due to a decline in international students at that level, a trend that started in Fall 1995 (see Table 5). Lower enrollments of international students at the master's level have been offset by increased Utah enrollments. Although the decline in international graduate students is consistent with a national trend, reflecting factors such as the Asian economic situation and increased competition by European and Canadian graduate degree programs, it is a cause for concern for USU as a research university.

<u>Degrees Awarded</u>

In 1997-98, 797 graduate degrees—707 master's degrees and 90 doctorates—were awarded (Table 15). The total number of graduate degrees was 1.8% lower than the 812 awarded in 1996-97 and 11.3% higher than the 716

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awarded in 1994-95. The number of master's' degrees was 3.5% lower than the 733 in 1996-97, and 8.3% more than the 653 awarded in 1993-94. The number of doctoral degrees was up 21.6% from 74 in 1996-97 and up 47.5% from the 61 doctorates awarded in 1993-94. Tables 16 and 17 list the master's and doctoral degrees awarded by department for the last 5 years.

This report is being prepared one month earlier than in previous years because of the switch to the semester calendar. Consequently, data on the number of nonresidents and international students who received master's and doctoral degrees in 1997-98 were not available. Tables 6 and 7 provide breakdowns of master's and doctoral degrees awarded from 1998-89 through 1996-97 by gender, minority status, residence, and international status.

Computerized Student Tracking System

Development of the computerized degree tracking system (CTS) for graduate students did not progress well during 1997-98, due to lack of computer programmer time. The CTS will provide departments easier access to information on individual student progress, keep students better informed of their program status, expedite the review and monitoring of students' programs in the graduate dean's office, and provide better data on such matters as time-to-completion. After prior delays, the CTS was to be implemented with the conversion to semesters. Now, implementation is not likely before Fall 1999.

Graduate Mentor Award

During the 1994-95 academic year, the University Outstanding Graduate Mentor Award was approved to recognize outstanding mentoring and to encourage consideration and discussion of the crucial role of faculty mentors in graduate education. The 1998 awardee was Dr. Kenneth W. Brewer, Professor of English. Each awardee is invited to prepare an essay on the mentoring role, and the essay is distributed campus-wide to encourage thought and dialogue.

TABLE 1

Scholarship In-State Tuition Waivers
1997-98

College	Resident Quarters	Nonresident Quarters
Agriculture	9	2
Business	9	2
Education	15	5
Engineering	9	6
Family Life	9	3
HASS	15	6
Natural Resources	6	6
Science	<u>18</u>	<u>15</u>
	90	45

TABLE 2

Type of Graduate Assistantships
by FTE, 1996-97, 1997-98

| Assistantship | Year | FTE | | | | Total |
		.25	.25 < .375	.375 < .50	.50	
GTA	96-97	15	41	13	152	221
	97-98	8	46	13	153	210
GRA	96-97	25	41	19	433	518
	97-98	3	50	27	359	439
GI	96-97	1	6	1	88	96
	97-98	1	9	2	82	94
GGA	96-97	28	53	10	53	144
	97-98	1	57	6	70	134
Total	96-97	69 (7.0%)	141 (14.4%)	43 (4.4%)	726 (74.2%)	979
	97-98	13 (1.5%)	162 (18.5%)	48 (5.5%)	654 (74.6%)	877

TABLE 3

Monthly Stipends for .50 FTE Graduate Assistants
1995-96, 1996-97, 1997-98

Assistantship	Year	Minimum	Maximum	Mean
GTA	95-96	$370	$1,818	$901
	96-97	417	1,683	947
	97-98	452	1,667	998
GRA	95-96	375	1,680	923
	96-97	355	2,445	975
	97-98	365	1,667	991
GI	95-96	500	1,328	1,025
	96-97	625	2,667	1,035
	97-98	608	1,532	1,031
GGA	95-96	390	1,400	729
	96-97	400	1,500	756
	97-98	450	1,667	821
Total	95-96	370	1,818	906
	96-97	355	2,667	961
	97-98	365	1,667	979

Source: School of Graduate Studies data.

TABLE 4

INTERNATIONAL APPLICATIONS TO GRADUATE SCHOOL

Country	1996-97	1997-98	1998-99 (8/4/98)
Afghanistan	0	1	0
Argentina	4	2	3
Australia	1	0	0
Bangladesh	8	3	4
Belgium	0	2	0
Benin	0	0	1
Bolivia	3	0	1
Botswana	4	0	0
Brazil	1	3	0
Bulgaria	1	0	0
Canada	6	13	5
Chile	0	1	1
Colombia	1	2	1
Croatia	1	0	0
Cyprus	1	1	0
Ecuador	0	0	2
Egypt	3	7	2
England	3	3	2
Ethiopia	0	3	2
France	0	1	2
Georgia	1	0	0
Germany	3	3	0
Ghana	0	2	2
Greece	1	1	1
Guatemala	1	1	0
Haiti	1	0	1
Honduras	1	0	0
Hong Kong	6	0	3
Hungary	0	0	1
Iceland	0	0	1
India	237	227	253
Indonesia	7	9	1
Iran	6	0	2
Israel	2	0	0
Italy	1	1	0
Ivory Coast	1	0	0
Jamaica	0	1	0
Japan	11	8	9
Jordan	3	2	3
Kazakhstan	0	0	1
Kenya	1	5	1
Korea	72	53	35
Kuwait	1	4	2

Lebanon	3	1	0
Libya	0	0	1
Lithuania	0	1	0
Macau	1	0	0
Madagascar	0	1	0
Malawi	0	0	1
Malaysia	7	8	1
Mali	1	0	0
Mexico	4	5	3
Morocco	2	1	0
Nepal	1	1	4
Netherlands Antilles	1	0	0
Netherlands	1	0	0
New Zealand	0	1	0
Nigeria	2	3	0
Norway	0	1	0
Oman	4	0	1
Pakistan	2	3	2
People's Rep. of China	297	274	333
Peru	0	1	0
Philippines	0	1	0
Poland	0	3	4
Portugal	1	0	0
Republic of So. Africa	0	1	1
Republic of Taiwan	161	71	41
Romania	1	3	2
Russia	2	2	1
Saudi Arabia	9	12	5
Singapore	2	0	2
Sri Lanka	1	0	2
Sudan	2	0	0
Sweden	0	2	0
Syria	2	0	0
Tanzania	0	1	0
Thailand	20	57	23
Trinidad	0	1	0
Tunisia	0	1	0
Turkey	9	6	1
Uganda	4	3	1
United Arab Emirates	0	0	1
Uruguay	0	0	1
Uzbekistan	0	0	1
Venezuela	0	0	1
Vietnam	1	0	0
Yemen Arab Rep.	0	1	0
Yugoslavia	1	1	1
Zimbabwe	0	0	1
Totals	935	826	777

Source: School of Graduate Studies records.

TABLE 5

USU FALL QUARTER INTERNATIONAL/NONRESIDENT*
MATRICULATED GRADUATE STUDENT ENROLLMENTS, BY LEVEL, 1993-97

	Master's							
	International		Change		Nonresident*		Change-	
Year	N	%	N	%	N	%	N	%
1993	359	20.9			482	28.1		
1994	323	18.2	-36	-10.0	475	26.8	-7	-1.5
1995	289	16.1	-34	-10.5	491	27.4	16	3.4
1996	261	14.0	-28	-9.7	428	23.0	-63	-12.8
1997	277	13.1	16	6.1	399	18.8	-29	-6.8
Change 1993-1997	-82	-22.8			-83	-17.2		

	Doctoral							
	International		Change		Nonresident*		Change-	
Year	N	%	N	%	N	%	N	%
1993	173	36.3			251	52.6		
1994	188	38.4	15	8.7	258	52.7	7	2.8
1995	178	35.7	-10	-5.3	259	52.0	1	.4
1996	144	31.4	-34	-19.1	223	48.6	-36	-13.9
1997	120	30.2	-24	-16.7	193	48.6	-30	-13.5
Change 1993-1997	-53	-30.7			-58	-23.1		

	Total							
	International		Change		Nonresident*		Change-	
Year	N	%	N	%	N	%	N	%
1993	532	24.2			733	33.4		
1994	511	22.6	-21	-3.9	733	32.4	0	0
1995	467	20.4	-44	-8.6	750	32.8	17	2.3
1996	405	17.4	-62	-13.3	651	28.0	-99	-13.2
1997	397	15.8	-8	2.0	592	23.5	-59	-9.1
Change 1993-1997	-135	-25.4			-141	-19.2		

*Includes international students.

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TABLE 6

Master's Degrees,* 1989-1997, by
Gender, Ethnicity, Residence

Year	Male N	Male %	Female N	Female %	Minority N	Minority %	Resident N	Resident %	Nonresident N	Nonresident %	International N	International %	Total
1988-89	381	64.5	210	35.5	15	2.5	389	65.8	202	34.2	149	25.2	591
1989-90	369	64.2	206	35.8	20	3.5	372	64.7	203	35.3	150	26.1	575
1990-91	338	63.7	193	36.3	20	3.8	364	68.5	167	31.5	124	23.4	531
1991-92	372	60.8	240	39.2	17	2.8	432	70.6	180	29.4	139	22.7	612
1992-93	392	59.9	262	40.0	16	2.4	483	73.9	171	26.1	124	19.0	654
1993-94	382	58.3	273	41.7	26	4.0	485	74.0	170	26.0	146	22.3	655
1994-95	396	56.3	308	43.7	32	4.5	569	80.8	135	19.2	100	14.2	704
1995-96	393	57.1	295	43.5	22	3.2	554	80.5	134	19.5	87	12.6	688
1996-97	415	56.2	323	43.8	18	2.4	577	78.2	161	21.8	98	13.3	738

*Educational Specialist (EdS), Civil Engineer (CE), and Electrical Engineer (EE) degrees are included with master's degrees.

TABLE 7

Doctoral Degrees, 1989-1997, by
Gender, Ethnicity, Residence

Year	Male N	%	Female N	%	Minority N	%	Resident N	%	Nonresident N	%	International N	%	Total
1988-89	58	77.3	17	22.7	2	2.7	39	52.0	36	48.0	28	37.3	75
1989-90	53	73.6	19	26.4	4	5.6	31	43.1	41	56.9	24	33.3	72
1990-91	48	80.0	12	20.0	-	0.0	26	43.3	34	56.7	18	30.0	60
1991-92	55	82.1	12	17.9	3	4.5	30	44.8	37	55.2	24	35.8	67
1992-93	69	75.8	22	24.2	2	2.2	29	31.9	62	68.1	49	53.8	91
1993-94	45	73.8	16	26.2	2	3.3	30	49.2	31	50.8	26	42.6	61
1994-95	53	82.8	11	17.2	7	10.9	32	50.0	32	50.0	26	40.6	64
1995-96	52	67.5	25	32.5	4	5.2	40	51.9	37	48.1	31	40.3	77
1996-97	50	67.6	24	32.4	4	5.4	37	50.0	37	50.0	30	40.5	74

TABLE 8

GRADUATE DEGREE RECIPIENTS BY COUNTRY - 1998

Armenia	2
Bangladesh	7
Brazil	2
Canada	10
China	27
Czech Rep	2
Dominican Republic	1
Egypt	4
England	1
Germany	4
Hong Kong	3
India	24
Indonesia	3
Iraq	2
Italy	1
Japan	2
Jordan	1
Korea	10
Lebanon	1
Mali	1
New Zealand	1
Oman	1
Philippines	2
Puerto Rico	2
Romania	1
Russia	4
Singapore	1
Somalia	1
Spain	1
Sudan	3
Sweden	1
Taiwan	17
Thailand	6
Turkmenistan	1
Uganda	2
United States of America	644
Western Samoa	1
TOTAL	797

Source: School of Graduate Studies records.

TABLE 9

Matriculated Ethnic Minority Graduate Student Enrollments
by Degree Level, Fall Quarter 1993-1997[a]

	Master's						Doctorate						Total					
Year	Am Ind	Asian	Black	Hisp	Total	%[b]	Am Ind	Asian	Black	Hisp	Total	%[b]	Am Ind	Asian	Black	Hisp	Total	%[b]
1993	3	30	4	18	55	3.2	5	13	2	11	31	6.5	8	43	6	29	86	3.9
1994	4	26	7	19	56	3.2	7	9	1	11	28	5.7	11	35	8	30	84	3.7
1995	7	25	5	13	50	2.8	5	12	3	8	28	5.6	12	37	8	21	78	3.4
1996	9	27	6	17	59	3.2	5	9	3	8	25	5.4	14	36	9	25	84	3.6
1997	14	24	7	28	73	3.4	7	7	3	8	25	6.3	21	31	10	36	98	3.9

[a]Data from *USU Fact Books*, 1992-93, p. 162; 1993-94, p. 132; 1994-95, p. 142; 1995-96, p. 153; 1996-97, p. 153.
[b]Percent of all master's, doctoral, matriculated graduate students.

TABLE 10

Graduate Applications for Admission
to Graduate Study
1988-89 to 1997-98

Requested Year of Study	Number
1988-89	2,243
1989-90	(NA, computer failure)
1990-91	2,469
1991-92	2,667
1992-93	3,162
1993-94	2,933
1994-95	3,203
1995-96	2,997
1996-97	3,085
1997-98	2,586

TABLE 11

APPLICATIONS BY COLLEGE BY QUARTER, 1993-94 through 1997-98

College	1993-94	1994-95	1995-96	1996-97	1997-98
Agriculture					
Summer	7	4	7	1	5
Fall	61	61	51	58	44
Winter	8	10	12	8	13
Spring	5	9	8	4	7
TOTAL	81	84	78	71	69
Business					
Summer	44	40	54	47	54
Fall	287	347	385	455	413
Winter	62	57	50	69	59
Spring	42	9	51	37	43
TOTAL	435	490	540	608	569
Education					
Summer	64	78	74	72	59
Fall	410	583	523	666	428
Winter	49	45	55	44	36
Spring	44	43	61	27	39
TOTAL	567	749	713	809	562
Engineering					
Summer	25	26	17	25	40
Fall	546	550	509	505	411
Winter	50	41	41	43	47
Spring	49	38	44	16	29
TOTAL	670	655	611	589	527
Family Life					
Summer	13	24	23	10	6
Fall	101	91	96	120	102

TABLE 11, continued

Winter	7	9	9	9	4
Spring	13	8	11	4	6
TOTAL	134	132	139	143	118

Humanities, Arts, and Social Sciences

Summer	12	5	12	6	13
Fall	163	199	187	193	185
Winter	17	8	18	14	5
Spring	9	6	5	5	15
TOTAL	201	218	222	218	218

Natural Resources

Summer	9	12	4	8	11
Fall	194	236	189	210	171
Winter	9	19	25	12	11
Spring	9	17	19	6	15
TOTAL	221	284	237	236	208

Science

Summer	12	12	10	7	11
Fall	543	541	411	376	268
Winter	42	19	15	20	21
Spring	27	19	21	8	15
TOTAL	624	591	457	411	315

Quarter Totals

Summer	186	201	201	176	199
Fall	2305	2608	2351	2583	2022
Winter	244	208	225	219	196
Spring	198	186	220	107	169

GRAND TOTAL	2933	3203	2997	3085	2586

TABLE 12

BUDGET-RELATED USU FALL QUARTER ENROLLMENTS, 1988-1997[a]

Year	Total		Undergraduates			Graduate Students[b]			Matriculated Graduate Students		
	N	% Increase	N	% Total	% Increase	N	% Total	% Increase	N	% Total	% Increase
1988	12,132	2.9	9,840	81.1	7.2	2,292	18.9	-9.9	1,679	13.8	-1.2
1989	12,650	4.3	10,230	80.9	4.0	2,420	19.1	5.6	1,785	14.1	6.3
1990	13,719	8.4	11,181	81.5	9.2	2,538	18.5	4.9	1,821	13.3	2.0
1991	15,118	10.2	12,431	82.2	11.2	2,687	17.8	5.9	2,010	13.3	10.4
1992	15,425	2.0	12,854	83.3	3.4	2,571	16.7	-4.3	1,978	12.8	-1.6
1993	16,403	6.3	13,612	83.0	5.9	2,791	17.0	8.6	2,130	13.0	7.7
1994	17,296	5.4	14,486	83.8	6.4	2,810	16.2	.7	2,186	12.6	2.6
1995	16,699	-3.5	13,979	83.7	-3.5	2,720	16.3	-3.2	2,186	13.1	0.0
1996	17,188	2.9	14,209	82.7	1.6	2,979	17.3	9.5	2,222	12.9	1.6
1997	17,582	2.3	14,765	84.0	3.9	2,817	16.0	-5.4	2,276	12.9	2.4
10-year	(5,450)[c]	44.9	(4,925)[c]		50.0	(525)[c]		22.9	(597)[c]		35.6

[a]Total on and off campus, Uintah and Southeast Centers not included.
[b]Matriculated and postbaccalaureate, nonmatriculated students.
[c]10-year increase.
Source: Budget Office, USU Blue Book.

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TABLE 13

USU FALL QUARTER ENROLLMENTS,[a] 1993-1997

Year	Total		Undergraduates			Graduate Students[b]			Matriculated Graduate Students		
	N	% Change	N	% Total	% Change	N	% Total	% Change	N	% Total	% Change
1993	18,399		14,914	81.1		3,485	18.9		2,194	11.9	
1994	20,371	10.7	16,032	78.7	7.5	4,339	21.3	24.5	2,261	11.1	3.1
1995	19,861	-2.5	16,197	81.6	1.0	3,664	18.4	-15.6	2,289	11.5	1.2
1996	20,808	4.8	16,703	80.3	3.1	4,105	19.7	12.0	2,321	11.2	1.4
1997	21,234	2.0	17,472	82.3	4.6	3,762	17.7	-8.5	2,517	11.9	8.4
1993-1997	(2,835)[c]	15.4	(2,558)[c]		17.2	(277)[c]		7.9	(323)[c]		14.7

[a]Total students, budget-related and self-supported.
[b]Matriculated and postbaccalaureate, nonmatriculated students.
[c]Change, 1993-1997.

Source: Office of Planning and Analysis, *USU Fact Books*.

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TABLE 14

USU FALL QUARTER MATRICULATED
GRADUATE STUDENT ENROLLMENT, BY LEVEL, 1992-97

Year	Master's			Doctorate			Total	
		Change			Change		%	
	N	N	%	N	N	%	N	Change
1992	1,567			472			2,039	
1993	1,717	150	9.6	477	5	1.1	2,194	7.6
1994	1,771	54	3.1	490	13	2.7	2,261	3.1
1995	1,791	20	1.1	498	8	1.6	2,289	1.2
1996	1,862	71	4.0	459	-39	-7.8	2,321	1.4
1997	2,120	258	13.9	397	-62	-13.5	2,517	8.4
Change 1992- 1997		553	35.3		-75	-15.9	478	23.4

TABLE 15

GRADUATE DEGREES AWARDED, 1993-1998

Degree	1993-1994	1994-1995	1995-1996	1996-1997	1997-1998
MAcc	35	33	33	52	45
MA	33	38	29	22	27
MBA	53	65	71	81	60
MCED	0	0	0	0	0
MEd	88	119	99	98	118
ME	19	17	25	17	10
MES	0	0	0	0	0
MFA	9	7	8	10	6
MF	0	0	0	0	0
MIE	0	0	0	0	0
MLA	6	6	5	8	4
MMath	0	0	0	0	1
MS	385	396	376	416	413
MSS	25	19	38	29	23
TOTALS	653	700	684	733	707
CE	0	0	0	0	0
EE	0	1	0	0	0
EdS	2	3	4	5	0
TOTALS	2	4	4	5	0
EdD	0	0	0	1	1
PhD	61	64	77	73	89
TOTALS	61	64	77	74	90
GRAND TOTALS	716	768	765	812	797

TABLE 16

MASTER'S DEGREES AWARDED AT UTAH STATE UNIVERSITY
BY DEGREE PROGRAM

College/Department	1994	1995	1996	1997	1998
AGRICULTURE					
Agric. Economics (MS)	1	4	0	0	1
Agric. Economics (MA)	0	0	0	0	0
Agric. Industries (MAI)	0	0	0	0	0
Com. Econ. Dev. (MCED)	0	0	0	0	0
Agric. Systems Tech. (MS)	5	3	4	1	4
Agric. Systems Tech. (MA)	0	0	0	0	0
Animal Science (MS)	1	1	6	2	0
Animal Science (MA)	0	0	0	0	1
Dairy Science (MS)	0	0	1	0	1
Dairy Science (MA)	0	0	0	0	0
Plant Science (MS)	5	6	4	3	2
Plant Science (MA)	0	0	0	0	0
Biovet. Science (MS)	5	6	2	0	0
Biovet. Science (MA)	0	0	0	0	0
Biometeorology (MS)	1	0	0	0	0
Soil Science (MS)	0	3	2	3	1
Soil Science (MA)	0	0	0	0	0
Nutrition & Food Science (MS)[a]	6	10	4	5	5
Physical Ecology (MS)	0	0	0	0	0
Plant Ecology (MS)	0	0	0	0	0
Toxicology[b,c]	2	3	3	1	0
BUSINESS					
Accounting (MAcc)	35	33	33	52	45
Business Admin. (MBA)	53	65	71	81	60
Bus. Info. Systems (MS)	28	29	23	28	47
Economics (MS)	0	0	4	32	6
(MSS)[c]	0	0	0	0	0
(MA)	2	2	1	0	1
Mgmt. & Human Res. (MSS)[c]	25	19	38	27	22
EDUCATION					
Comm. Disorders (MS)	23	11	23	18	22
(MA)	1	1	0	0	1
(MEd)	7	20	4	25	22
(EdS)	2	3	4	2	0

College/Department	1994	1995	1996	1997	1998
EDUCATION, continued					
Elementary Educ. (MS)	21	22	21	2	0
(MA)	0	1	0	0	0
(MEd)	42	43	32	46	41
HPER (MS)	8	16	14	11	21
(MEd)	11	5	18	1	20
Instructional Tech. (MS)	23	33	37	42	39
(MEd)	3	1	1	0	2
(EdS)	0	0	0	3	0
Psychology (MS)	50	62	24	92	33
(MA)	0	0	0	0	1
(MEd)	0	0	0	0	0
Secondary Education (MS)	1	0	0	0	2
(MA)	1	0	0	0	0
(MEd)	16	40	29	12	24
Special Education (MS)	15	16	18	13	27
(MEd)	9	10	15	13	9
ENGINEERING					
Biol. & Agric. Eng. (MS)	6	4	2	5	1
(ME)	0	0	0	0	0
Civil & Environmental Eng. (MS)	42	38	30	29	23
(ME)	2	0	2	1	0
(CE)	0	0	0	0	0
Electrical Eng. (MS)	8	15	7	9	20
(ME)	17	17	23	16	10
(MES)	0	0	0	0	0
(EE)	0	0	0	0	0
Industrial Tech. (MS)	3	2	10	3	5
Irrigation Engineering (MS)	0	0	0	0	6
Irrigation Sci. (MS)	3	0	0	0	0
Mechanical Eng. (MS)	12	10	9	7	13
(ME)	0	0	0	0	0
Electrical Eng. (EE)	0	1	0	0	0
Civil Eng. (CE)	0	0	0	0	0
FAMILY LIFE					
Family & Human Dev. (MS)	6	7	11	7	13
Human Environments (MS)	6	5	8	11	10
Nutrition & Food Science (MS)[a]	6	10	4	5	5

College/Department	1994	1995	1996	1997	1998
HUMANITIES, ARTS & SOCIAL SCIENCES					
Art (MFA)	7	5	8	6	5
(MA)	0	0	1	0	0
Communication (MS)	0	2	0	3	3
(MA)	2	0	0	1	0
English (MS)	10	12	6	12	8
(MA)	7	15	6	9	9
American Studies (MS)	3	0	7	4	4
(MA)	6	7	8	4	6
History (MS)	2	2	4	2	1
(MA)	11	8	11	5	4
Town & Regional Planning (MS)	0	0	1	1	0
(MLA)	6	6	5	8	4
Political Science (MS)	2	2	3	2	1
(MA)	2	2	1	1	4
Sociology (MS)	6	5	0	4	1
(MA)	0	1	1	1	0
(MSS)[c]	0	0	0	2	1
Theatre Arts (MFA)	2	2	0	4	1
(MA)	1	0	0	1	0
NATURAL RESOURCES					
Forestry (MS)	5	3	6	3	5
(MF)	0	0	0	0	0
Forest Mgmt. (MF)	0	0	0	0	0
Forest Ecology (MS)	0	0	1	1	1
Geography (MS)	1	1	0	0	5
Recreat. Resources Mgmt. (MS)	2	0	4	1	1
Range Science (MS)	4	1	2	7	4
Range Ecology (MS)	2	1	0	0	1
Watershed Science (MS)	1	2	2	3	5
Fisheries & Wildlife (MS)	3	7	8	6	13
Wildlife Ecology (MS)	1	6	4	0	4
Aquatic Ecology (MS)	0	1	4	1	1
SCIENCE					
Biology (MS)	6	7	9	7	9
Biology Ecology (MS)	1	1	0	3	0
Chemistry (MS)	3	0	2	2	4
Biochemistry (MS)	2	2	3	4	3
Computer Science (MS)	24	25	24	25	25

College/Department	1994	1995	1996	1997	1998
SCIENCE, continued					
Geology (MS)	3	3	3	7	3
Geology Ecology (MS)	0	0	0	0	0
Mathematics (MS)	3	5	4	2	2
(MMA)	0	0	0	0	1
Statistics (MS)	5	5	3	6	5
Physics (MS)	9	4	8	7	1
Toxicology (MS)[b,c]	2	3	3	1	1
INTERDEPARTMENTAL					
Social Sciences (MSS)[c]	25	19	38	29	23
Toxicology (MS)[c]	2	3	3	1	1
TOTALS	655	704	688	738	797

[a]Nutrition and Food Science is listed in the College of Agriculture and the College of Family Life, but is only counted once.

[b]Toxicology is listed in both the College of Agriculture and the College of Science, but is only counted once.

[c]Interdepartmental degree.

TABLE 17

DOCTORAL DEGREES AWARDED AT UTAH STATE UNIVERSITY
BY DEGREE PROGRAM

College/Department	1994	1995	1996	1997	1998
AGRICULTURE					
Animal Science	0	3	2	2	0
Biometeorology	0	1	0	0	0
Nutrition & Food Science[a]	3	3	2	1	5
Physical Ecology	0	0	0	0	0
Plant Ecology	0	0	0	0	0
Plant Science	0	0	2	1	1
Soil Science	0	1	1	0	1
Toxicology[b,c]	3	1	1	2	2
BUSINESS					
Economics	3	1	1	5	6
EDUCATION					
Education					
PhD[c]	6	4	9	11	5
EdD[c]	0	0	0	1	1
Psychology	8	7	8	11	10
Special Education	1	3	4	1	2
ENGINEERING					
Biol. & Agric. Eng.	4	6	7	4	2
Civil & Environmental Eng.	8	7	6	9	5
Electrical Eng.	0	6	3	0	3
Irrigation Engineering	0	0	0	0	6
Mechanical Eng.	0	1	0	0	0
FAMILY LIFE					
Family Life	4	2	6	3	1
Nutrition & Food Science[a]	3	3	2	1	5

College/Department	1994	1995	1996	1997	1998
HUMANITIES, ARTS, & SOCIAL SCIENCES					
Sociology	1	0	3	1	5
NATURAL RESOURCES					
Fisheries & Wildlife	0	1	0	1	0
Wildlife Ecology	1	1	1	0	2
Aquatic Ecology	0	0	0	2	1
Forestry	1	0	0	0	1
Forest Ecology	0	0	0	0	0
Rec. Resources Mgmt.	1	0	0	0	0
Range Science	4	3	5	4	2
Range Ecology	0	1	3	0	0
Watershed Science	1	0	1	1	0
SCIENCE					
Biology	5	0	2	5	5
Biology Ecology	1	1	0	0	0
Chemistry	2	5	2	4	2
Biochemistry	1	1	3	2	3
Mathematics	1	1	4	1	2
Physics	2	4	1	1	4
Toxicology[b]	3	1	1	2	2
TOTAL	61	64	77	74	90

[a]Nutrition & Food Science is listed in both the College of Agriculture and the College of Family Life, but is counted only once.

[b]Toxicology is listed in both the College of Agriculture and the College of Science, but it is counted only once.

[c]Interdepartmental degree.

APPENDIX

Guidelines for Requests for Distance Education Graduate Degree Programs

Rights to Data and Plans for Publication of Theses and Dissertations

GUIDELINES FOR REQUESTS
FOR DISTANCE EDUCATION GRADUATE DEGREE PROGRAMS

Utah State University has a long-standing reputation for innovation and initiative in the off-campus delivery of courses and degree programs to meet state, regional, and national needs With the current pace of development in electronic technology, the possibilities and the demands for distance education are expanding rapidly. Given its land grant mission, USU will be in the forefront of those universities that utilize new electronic technology to deliver courses and degree programs remote from campus, as well as on campus.

The challenge is to deliver graduate degree programs, using electronic delivery as available and appropriate, to meet educational needs, while maintaining, and even enhancing, the quality of the education provided. That challenge is demanding for graduate-level professional degree programs, but especially so for graduate degree programs aimed at the development of research and scholarly competencies and potential.
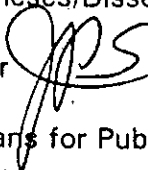
Graduate degrees earned through distance education are not identified as such on transcripts. Consequently, the same standards for student outcomes that are expected of on-campus degree programs must be applied to distance-education graduate degree programs, even though all aspects of delivery may not be identical. The following questions should be addressed in each proposal for a distance-education graduate degree program:

> 1. Are the objectives the same and the curriculum (coursework and other experiences provided students) equivalent to the regular on-campus curriculum?
>
> 2. Will instruction include faculty-student and student-student interaction (in contrast with correspondence, home-study courses) adequate to achieve degree program objectives?
>
> 3. Will a majority of courses be taught by core USU faculty, and how will the department select and/or approve other instructors, orient them to departmental degree goals and expectations, and evaluate their performance?
>
> 4. Will the amount and quality of mentoring of students and the supervision of Plan A and Plan B master's projects and, especially, doctoral-level dissertation research ensure the discipline-related student learning and the research reports of the quality expected in the on-campus program?
>
> 5. Will instruction, including research supervision, make appropriate use of electronic technology, and will students have access to the necessary equipment and software and be adequately prepared in their use?
>
> 6. Given special security concerns with electronic distance education, what precautions will be taken to ensure academic honesty?
>
> 7. Will essential facilities, including laboratories and/or computer facilities, be available?
>
> 8. Will library resources be available to meet regular student needs for course knowledge acquisition and for research on papers, projects, theses, or dissertations?
>
> 9. Will provisions equivalent to those on campus be made for advisement on such matters as course schedules, degree requirements, and completion deadlines?

10. Is there an adequate plan for evaluation of the distance-education graduate degree program to determine (a) whether degree program objectives are being met and (b) that any variability in student outcomes and products between on-campus and distance-education courses and degrees is no greater than the variability among on-campus courses and individual student degree programs?

As a land grant institution, Utah State University has a responsibility to serve state, regional, and national needs. In meeting that responsibility through distance education, however, the quality of instruction and research that make USU an outstanding university must not be jeopardized. Each proposal for a distance-education graduate degree program must be prepared and evaluated in light of the interrelated goals of USU's mission--in particular, the need to maintain a balance between the research and instructional quality that is the essence of a major research university and the outreach responsibility of a land grant institution.

MEMORANDUM

To: Students Beginning Theses/Dissertations

From: Dean James P. Shaver

Subject: Rights to Data and Plans for Publication of Theses and Dissertations

Two forms are enclosed concerning your thesis/dissertation. One refers to ownership of your data and the copyright of your thesis/dissertation; the other to plans for publications based on your thesis/dissertation. Both forms must be submitted to the School of Graduate Studies prior to the final defense.

The rights to data are especially of concern if your thesis/dissertation research is carried out as part of a project with a principal investigator (PI) or in a laboratory using supplies and equipment furnished for you. Under certain circumstances, data gathered for use as part of a research project are the property of a federal, state, or private agency, Utah State University, or the principal investigator(s). Students using such data may be required to waive the right of ownership and/or the privilege of copyrighting the thesis/dissertation. Early in your program, you should discuss the ownership and the right to the data to be utilized in your thesis/dissertation with your committee chairperson and, if your thesis/dissertation involves work on a project or in a lab, with the PI or lab director.

The second form specifies plans for publication. You must discuss your plans for publication with your chairperson and your committee members to avoid misunderstandings about coauthorship or other acknowledgment as you publish parts or all of your thesis/dissertation (see the statement on the back of this page). The form also asks for a time for submission of an acceptable draft to your major professor or other USU faculty with whom you will publish. Establishing this timeline is crucial as prompt publication is important to get contributions to knowledge in the literature. If the date for submission is not met, the faculty member may prepare a manuscript for submission and, consequently, be listed as first author. Your signature and those of your committee members indicate that you have discussed the plans and all are in agreement.

If you have any questions, please raise them with me.

RECOGNITION OF CONTRIBUTIONS

Theses and dissertations should be contributions to knowledge in the student's field of study. A dissertation in particular should be publishable, in whole or in part, in one or more quality academic or professional journals. As with any publication, articles (or books) based on a thesis or dissertation should include acknowledgment of significant contribution(s) to the work. Sometimes the appropriate acknowledgment is a footnote identifying person(s) by name and the nature of the contribution(s). It is not unusual for publications based on a thesis or dissertation to be coauthored by the graduate student, his or her major professor, and on occasion, other committee members.

The involvement of the major professor in the conceptualization and execution of the project is typically sufficient to warrant joint authorship. It would, however, be unusual and, in fact, contrary to the instructional purpose of a thesis or dissertation, if a faculty member contributed more than the student to the thesis or dissertation and so was listed as the senior author on a resulting publication. There may, however, be occasions when that is justified, such as when a faculty member takes the initiative to prepare a manuscript for publication in the absence of the student's willingness or desire to do so, as indicated, for example, by failure to submit an acceptable draft to the professor by an agreed-upon date. Such an arrangement should be negotiated and agreed upon prior to submission for publication.

Under no circumstance should a professor publish from a student's thesis or dissertation without appropriate acknowledgment. In most cases, acknowledgment of the student's work will be, as noted above, first authorship on the article. If a portion of the thesis or dissertation is incorporated within a larger work, with the student's agreement the work may be acknowledged by authorship of a chapter, a footnote acknowledging that a particular section was drawn from the thesis or dissertation, or citation of the thesis or dissertation. The appropriate acknowledgment should be agreed upon before publication.

On occasion, a student may believe that he or she has been exploited because material that the student wrote has been used without permission or the student's work has not been adequately acknowledged in a faculty publication. In such a case, the student should follow the procedure for academic grievances, as presented in Article VII of *The Code of Policies and Procedures for Students at Utah State University* (1993). The first step is to discuss the concern with the faculty member(s) involved. If such a discussion is not feasible or if the outcome of the discussion is not satisfactory to the student, he or she should discuss the issue with the faculty member's department head. If the student's concerns are not resolved at that level, he or she should appeal to the dean of the School of Graduate Studies who will investigate the complaint in cooperation with the dean of the academic college involved and, if necessary, appoint a University Hearing Panel.

SCHOOL OF GRADUATE STUDIES
Utah State University

THESIS/DISSERTATION DATA AND COPYRIGHT

THIS FORM MUST BE SUBMITTED TO THE SCHOOL OF GRADUATE STUDIES PRIOR TO YOUR FINAL DEFENSE.

A. Check appropriate box:

    1. ❏ The data for my thesis/dissertation have not been collected under financial or other sponsorship and are my property.

    2. ❏ The data for my dissertation were collected under financial sponsorship or were made available to me and are not my property.

B. Check appropriate box:

    1. ❏ My thesis/dissertation will be copyrighted in my name.

    2. ❏ My thesis/dissertation will not be copyrighted in my name and will be in the public domain.

    3. ❏ Permission to quote all or part of my thesis/dissertation has been granted to _____

    as follows_____

_____.

_____   _____
Student Signature   Date

Approved:

_____   _____
PI Signature   Date   Major Professor Signature   Date
(If a project-based thesis/dissertation)

PLANS FOR PUBLICATION

To the Student:

THIS FORM MUST BE SUBMITTED TO THE SCHOOL OF GRADUATE STUDIES PRIOR TO YOUR FINAL DEFENSE.

A. Based on discussion with my committee, contributions to my thesis/dissertation will be acknowledged as follows (check appropriate box):

1. ❑ I will be the sole author of any publication(s) based on my thesis/dissertation.

2. ❑ I will be the sole author of any publication(s) based on my thesis/dissertation and will acknowledge in a footnote or preface assistance of_____.

3. ❑ I will coauthor publication(s) or abstract(s) based on my thesis/dissertation with _____.
_____(in order of authorship)

4. ❑ Other, please specify_____.

B. Time limit. If I will coauthor any publication(s) with my major professor or other USU faculty, I will submit an acceptable draft of the publication to him/her by the following date:_____.

Committee signatures

_____
Chairperson   Date

_____
Member

_____
Member

_____
Member

_____
Member

_____
Member

Student Signature   **Date**

Name:_____

Home phone:_____

Business phone:_____

Field of study:_____

Degree:_____