Minutes of September 14, 1995, were approved as circulated.

Announcements (Information Items).

1. Faculty Senate officers and administrators met in a joint meeting on September 12, 1995.

2. Faculty Senate officers and standing committee chairs attended the WSU Leadership Conference in Pullman on September 15, 1995.

3. The Conflict of Interest Policy approved by the Faculty Senate on April 20, 1995, has been slightly revised to conform with the final federal government guidelines. A copy of the final policy and the President’s Standing Committee which has been appointed is in Exhibit B as follows:

MEMORANDUM
TO: Tom George and Provost council members; Faculty Senate Officers: Greg Hooks, Val Limburg, Peggy Chevailer, and Dick Crain; Faculty Senate Chairs: Gus Plumb (Faculty Affairs) and KNona Liddell (Research and Arts)
FROM: Bob Smith
DATE: September 7, 1995
RE: Implementation of University Conflict of Interest Policy and Procedures

The conflict of Interest Policy and Procedures, passed by the Faculty Senate in April and approved by the Board of Regents on May 12, 1995, will be implemented on October 1, 1995 to meet the deadlines mandated by the National Science Foundation (NSF) and the National Institutes of Health (NIH). During the past summer, we received communications both from the NSF and the NIH (i.e., NIH issued regulations and NSF changed their regulations to conform with slight differences with those promulgated by NIH) that contained directives necessitating minor modifications of the WSU Policy and Procedures. Fortunately, the changes make our policy and procedures less restrictive and consist of the following:

1. The threshold for financial interests presenting a potential conflict of interest has been increased from $5,000 to $10,000, as we had anticipated in the spring of 1995;
2. Income from service on advisory committees or review panels of public and non-profit entities is now explicitly exempted from conflict of interest considerations.
The finally revised policy and procedures are appended. In a related matter, we are in the process of recommending to President Smith a slate of candidates for the Conflict of Interest Review Committee and will update you on this process as soon as it is complete.

We appreciate the support of all who have participated in the policy and procedure development process.

Attachments: WSU Policy and Procedures for Managing Conflict of Interest in Sponsored Research and Scholarship
pc: Jennifer Geller, Bill Rayburn, Carol Zuiches and Larry Simonsmeier

Approved by the WSU Board of Regents, May 12, 1995

Washington State University
Policy and Procedures
for Managing Conflict of Interest in
Sponsored Research and Scholarship

Washington State University (WSU) encourages participation in sponsored research and scholarship as an important component of its instructional, research and public service mission. Participation in sponsored research and scholarship activities offers the opportunity for the transfer of new information and technologies for the benefit of society. In these activities, as in all others, the University endeavors to maintain the highest standards of integrity and ethics. This includes the identification and management of actual and potential conflicts of interest that could bias the design, conduct or reporting of the results of sponsored research. The policies and procedures contained herein are designed to address the necessary identification and management needs and to insure compliance with federal regulations relating to conflicts of interest.

Policy

The purpose of this policy is to identify and manage conflicts of interest among WSU investigators, research sponsors, and potential beneficiaries of sponsored research. It is also the intent of this policy to sustain public confidence in the University's sponsored research and scholarship activities. Thus, the University, in accordance with federal regulations, will act to manage, reduce or eliminate any actual or potential conflicts of interest related to significant financial interests of investigators who are participating in sponsored research activities.

Terms

The term "significant financial interest" means anything of monetary value, including, but not limited to, salary or other payments for services (e.g., consulting fees or honoraria earned from business enterprises or entities), equity interests in business enterprises or entities (e.g., stocks, stock options or other ownership interests), and intellectual property rights (e.g., patents, copyrights and royalties from such rights). Not included as significant financial interests are all types of remuneration from the University such as salaries, benefits, and royalties (as enumerated under WSU's policy
and procedures for *Patents and Copyrights, 1992 Faculty Manual*, pp. 77-86; *Business Policies and Procedures Manual*, Section 35), income from seminars, lectures, or teaching engagement sponsored by public and nonprofit entities; income from service on advisory committees or review panels for public and non-profit entities; investments in mutual funds, regardless of their value; and financial interests in business enterprises that do not exceed $10,000 or represent more than 5% ownership interest for any one enterprise or entity when aggregated for the investigator and the investigator's spouse and dependent children.

The term "investigator" applies to the principal investigator, the co-principal investigator(s) and any other person at the University who is responsible for the scientific design, conduct or reporting of the sponsored project. Thus, in some cases co-investigators may be included among those requiring disclosure. For the purposes of calculating "significant financial interest," an investigator must include corresponding interests of the investigator's spouse and dependent children. Graduate students will be exempt from disclosure requirements unless they have significant financial interests and will be participating in sponsored research and scholarship activities where an actual or potential conflict of interest exists.

An actual or potential "conflict of interest" exists when the reviewer(s) reasonably determine that a "significant financial interest" could affect the design, conduct, or reporting of the research and scholarship activities that are funded or proposed for funding.

**Investigator Disclosure**

Each investigator must disclose to the University, prior to the time a proposal is submitted, any current significant financial interest of the investigator that would reasonably appear to be directly and significantly affected by the proposed research or educational activities and entities whose financial interests would reasonably appear to be directly and significantly affected by such activities. The investigator also is required to update this information annually or as new significant financial interests are acquired during the period of an award. This requirement applies to any significant financial interest described above, however acquired. Significant financial interests of the investigator, investigator's spouse, or investigator's dependent children which are unrelated to the proposed sponsored research and scholarship activity, or to any entity whose financial interests would be affected by the sponsored activity, need not be disclosed. The University will maintain records of all financial disclosures and of all actions taken to resolve actual or potential conflicts of interest until at least three years after the later of the termination or completion of the sponsored project to which they relate, or the resolution of any government action involving those records.

**Determining Conflicts of Interest**

The ultimate responsibility for review of financial disclosures, determination that actual or potential conflict of interest exists and determination of what conditions or restrictions, if any, should be imposed by the University to manage, reduce or eliminate such conflict of interest, rests with the Vice Provost for Research as delegated by the Provost.
Managing Conflicts of Interest

Conditions or restrictions that might be imposed to manage, reduce or eliminate actual or potential conflicts of interest may include, but are not limited to, public disclosure of significant financial interests, monitoring of research by independent reviewers, modification of the research plan, disqualification from participation in the portion of the research that would be affected by the significant financial interests, divestiture of significant financial interest or severance of relationships that create actual or potential conflicts. If the University finds that it is unable to manage satisfactorily an actual or potential conflict of interest, the Vice Provost for Research will be responsible for so informing the sponsor.

If a determination is made that imposing conditions or restrictions would be either ineffective or inequitable and that the potential negative impacts that may arise from significant financial interest are outweighed by interests of scientific progress, technology transfer or the public health or welfare, then the Vice Provost for Research may allow the sponsored research or educational activities to go forward without imposing such conditions or restrictions when permitted by applicable regulations.

Investigator Responsibility

Investigators will be held accountable for disclosure of any significant financial interest as defined in this policy and for compliance with any conditions and restrictions imposed by the University in order to manage any actual or potential financial conflict of interest. Failure to abide by the policy may result in sanctions imposed on the investigator by the University under the Policies and Procedural Guidelines for Misconduct in Research and Scholarship as described on pages 4-8 in the 1992 Faculty Manual.

Procedures

Preliminary Discussions

Prior to writing a proposal the investigator is encouraged to consider whether a financial conflict of interest may exist. Review by the unit chair or director and college dean of the relevant financial information at this early stage of proposal development may help to identify an actual or potential conflict of interest, and if identified, the chair or director and dean may be able to recommend conditions to manage or eliminate the conflict of interest. Based upon this exchange, the chair or director and dean may endorse (i.e., signature on Request for Extramural Support [REX] Form) a proposal submission assuming that it will be possible to develop and execute, prior to an award, an agreement to manage or eliminate the conflict of interest. Involvement by the chair or director and dean is recommended to make proposal development and processing expedient. However, an investigator is not required to seek advice from the chair or director and dean prior to engaging the official disclosure process. The investigator may choose instead to consult informally with the Director of the Office of Grant and Research Development (OGRD), Vice Provost for Research, and chair of the Conflict of Interest Review Committee before filing a disclosure.
Executing Financial Interest Disclosure Form and Supporting Documentation

The investigator shall complete a Financial Interest Disclosure Form and attach, when appropriate, supporting documentation that identifies the relevant enterprises and the nature and amount of investigator financial interest. The Financial Interest Disclosure Form and supporting documentation shall accompany the REX Form that is submitted via the unit chair or director and college dean to the OGRD prior to submittal of a proposal to a sponsoring agency. WSU administrators and other employees will respect the investigator's privacy and limit disclosure within the tenets of state and federal laws.

OGRD Review

The OGRD Director shall conduct a preliminary review of the financial interest documentation to determine whether the disclosed interests and relationships could affect the design, conduct or reporting of the proposed sponsored project. If the initial judgment is made that an actual or potential conflict of interest exists, the disclosed information shall be referred to the Vice Provost for Research.

Conflict of Interest Review Committee

When the Vice Provost for Research concurs with the judgment that a conflict of interest exists, the case will be referred to the Conflict of Interest Review Committee. This Committee, appointed by the President and reporting to the Vice Provost for Research, shall review all pertinent documentation relating to the case, including a conflict of interest resolution plan, developed and presented by the investigator in consultation with the unit chair or director and dean.

The resolution plan, developed in accord with the Policy on Compensated Outside Service by Faculty Member (1992 Faculty Manual, pp. 71-76; Business Policies and Procedures Manual, 60.44) may propose public disclosure of the investigator's significant financial interest or other interventions such as the monitoring of research by independent reviewers. The Committee may endorse the resolution plan without change or propose alternative conditions which may be either more or less stringent or restrictive. More stringent or restrictive conditions could include, but not be limited to, modification of the research plan, disqualification from participation in the portion of the research that would be affected by the significant financial interests, divestiture of significant financial interest or severance of relationships that create actual or potential conflicts.

The Committee shall recommend to the Vice Provost for Research what conditions and restrictions, if any, should be imposed by the University to manage the actual or potential financial conflict of interest. The final decision regarding management of the conflict of interest shall be made by the Vice Provost for Research, with due regard for the Committee's recommendations. The investigator shall indicate in writing acceptance of the resolution plan prior to the time of an award.
If the University is unable to arrive at a satisfactory resolution of the conflict of interest, the Vice Provost for Research shall inform the sponsor. All records of the financial interest disclosure and resolution plan shall be maintained by the OGRD.

**Appeals**

Investigators may appeal decisions of the Conflict of Interest Review Committee and the Vice Provost for Research to the Provost. In such cases, the Provost shall establish a suitable review process in consultation with the Faculty Status Committee or Faculty Senate Officers. The appeal shall be filed within 15 days of the contested decision and the Provost shall reply within 30 days after receiving the appeal.

**Potential Sanctions for Failures to Address Conflicts of Interests**

An investigator who violates the Policy and Procedures for managing Conflict of Interest in Sponsored Research and Scholarship shall be subject to the procedural protections and disciplinary action proscribed in the University’s Policy and Procedural Guidelines for Misconduct in Research and Scholarship (1992 Faculty Manual, pp. 4-8).

**Interface with State Ethics Law**

The Washington State Ethics Law (RCW 42.17), effective January 1, 1995, contains standards of conduct for state employees separate and apart from the dictates of this policy. As a state law applicable to all University employees, that law shall be adhered to in all cases. The University will formulate separate policies to implement compliance with its strictures. This policy shall apply in addition to the State Ethics law in cases where faculty research activities implicates matters with its jurisdiction.

**MEMORANDUM**

**TO:** Dick Crain, Secretary, Faculty Senate and Faculty Senate Chairs:  
Gus Plumb (Faculty Affairs) and Knona Liddell (Research and Arts)  

**FROM:** Bob Smith  

**DATE:** September 15, 1995  

**RE:** Conflict of Interest Presidential Committee Charge and Composition

The implementation of the WSU Conflict of Interest Policy and Procedures on October 1, 1995, requires the establishment of a Conflict of Interest Review Presidential Committee. Attached is the charge and composition of the Committee, which has been developed in consultation with the President and the Provost. Will you kindly share this document with your colleagues, and see that it is included in supplementary material that may be circulated in connection with updates to the Committee Manual for 1995-96? I regret that we were not able to get copy ready for the publication of the latter, but, as you know, we waited until the two federal agencies responsible for the new regulations, had their acts together.

Thank you.
CONFLICT OF INTEREST REVIEW COMMITTEE

Functions:

1. Reviews all pertinent documentation, including conflict of interest resolution plans, relating to potential or actual financial conflict of interest cases referred by the Vice Provost for Research.
2. Recommends to the Vice Provost for Research what conditions and restrictions, if any, should be imposed by the University to manage the potential or actual financial conflict of interest.
3. Provides reports as required.

Composition and Tenure:

1. Seven faculty, with three-year terms, appointed by the President upon recommendation of the Vice Provost for Research. (F)
2. Chair, selected from the Committee membership, shall be appointed by the President.
3 Director, Office of Grant and Research Development, or representative, who serves as secretary, Director of the Intellectual Property Administration Office and University Counsel. (#) (X)

Responsible to: The President; through the Vice Provost for Research

Committee Membership:

Robert Olsen (F) 1996 Chair, Electrical Engineering and Computer Science  
#Zuiches, Carol (X) Secretary, Director, Office of Grant and Research Development

Gerald Young (F) 1996 Environmental Science and Regional Planning  
Rodman Elfin (F) 1997 Accounting and Business Law  
Kerry Hipps (F) 1997 Chemistry  
Douglas Jasmer (F)1998 Veterinary Microbiology and Pathology  
James Petersen (F) 1998 Chemical Engineering  
Steven Ullrich (F) 1998 Crop and Soil Science  
#Simonsmeier, Larry (X) Director, Office of Intellectual Property Administration  
#Savage, Sally (X) University Counsel

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4. Faculty Senate officers, Legislative Affairs Subcommittee and standing committee chairs met with Senator Nita Rinehart on September 14, 1995.
5. Faculty Senate Standing Committees reported committee consideration of the following issues (agenda and previously reported items not included) at the September 21, 1995, Steering Committee meeting:

**Faculty Affairs Committee**: Status and promotion of Temporary and Professional (non-tenure track) faculty.

**Research and Arts Committee**: Request for Name Change of a Center; Consideration of Procedures for Name Change of an Institute, Center or Laboratory.

**Budget Committee**: BS in Biology and BS in Environmental Science at WSU Vancouver.

**Graduate Studies Committee**: Definition of a Professional Course; jurisdiction over a Professional Course.

**Academic Affairs Committee**: Rule 27 Definition of a Credit Hour; Academic Calendar; Classroom Environment; Review of Undergraduate Programs.

Announcement (Reports).

1. Remarks by the Vice Chair.--V. Limburg

There were no remarks by the Vice Chair.

2. Report from Legislative Representatives.--C. Clark, P. Chevalier

Clark reported that the joint House and Senate Higher Education Committees met in Pullman on September 25. One purpose was to get a better sense of what WSU is all about for those members who had never been in Pullman. In that respect the trip was successful. Another purpose was to convene in a work session during which it would be possible to exchange ideas and concerns about issues affecting higher education with people from WSU. WSU was represented by the Executive Budget Committee, the Provost, the Vice Provost, Greg Hooks, Carolyn Clark, Student leaders and Rick Rupp President of the Staff Senate. The discussion centered on access and the hidden access problem. The hidden access problem relates to the many adults who plan on returning to higher ed in the near future for retraining to get a better job and for extra training to keep the current job. Topics of concern for legislators are time to degree, transferability of course work taken at community colleges having trouble getting credit for course work they have already completed, concern that students are taking more credits than needed, concerns about accrediting bodies requiring 5 years rather than 4 for certain degrees, faculty workload i.e., time spent in the classroom. Problems of access are linked to decisions that legislators made in the early 1980’s. At that time they were concerned about enrollments being too high so the voted to put a lid on enrollments that resulted in the low rate of access especially to 4 year schools. Clark stated that the meeting was very productive.
3. Report on Virtual WSU.--T. George, Provost

T. George presented an overview of Virtual WSU based on an extensive handout. (Anyone who did not receive a copy of the handout may obtain one by calling the Senate office.)

Additions or Changes to the Agenda.

There were no additions or changes to the agenda.

Agenda Items (Action Items).

1. Recommendation from Graduate Studies Committee to drop the degrees Master of Adult and Continuing Education and Master of Arts in Child, Consumer and Family Studies Exhibit G is as follows:

   **MEMORANDUM**

   TO: Faculty Senate
   FROM: Lynda Carey, for Graduate Studies Committee
   SUBJECT: Recommendation to Drop Degrees

   The Master of Arts degree in Human Development was approved by the Senate on March 2, 1995 and is pending approval by the Board of Regents at its meeting on September 22, 1995. The proposed MA degree will replace the degrees of Master of Adult and Continuing Education and Master of Arts in Child, Consumer, and Family Studies.

   This is to request Senate approval to officially drop the degrees Master of Adult and Continuing Education and Master of Arts in Child, Consumer, and Family Studies.

   **cc:** Diane Sylvester, Chair, GSC
   Karen P. DePauw, Associate Dean, Graduate School

   Motion carried.

2. Recommendation from Graduate Studies Committee to drop the degree MS in Nutrition Exhibit H is as follows:
MEMORANDUM

TO: Faculty Senate
FROM: Lynda Carey, for Graduate Studies Committee
SUBJECT: Recommendation to Drop MS in Nutrition

August 3, 1995

At its meeting on November 1, 1994, the Graduate Studies Committee recommended approval of the request to drop the Master of Science degree in Nutrition. At that time, the recommendation was not forwarded to the Senate for consideration.

When the Department of Food Science and Human Nutrition established a master's degree program in Human Nutrition in 1991, there was no longer the need for a master's degree to be offered through the interdisciplinary graduate Program in Nutrition. The Department, therefore, requested that the MS in Nutrition be dropped.

cc: Diane Sylvester, Chair, GSC
Karen P. DePauw, Associate Dean, Graduate School

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Motion carried.

3. Recommendation from the Graduate Studies Committee to drop the PhD program in Zoophysiology Exhibit I is as follows:

MEMORANDUM

TO: Faculty Senate
FROM: Lynda Carey, for Graduate Studies Committee
DATE: May 11, 1995
SUBJECT: Review of Graduate Program in Zoophysiology

At its April 25, 1995 meeting, the Graduate Studies Committee completed its review of the PhD program in Zoophysiology and recommended that the program be discontinued. This recommendation was made after discussions among the Deans of the Colleges of Agriculture and Home Economics and Sciences, the Chair and Graduate Faculty of the Department of Zoology, and the Chair of the Department of VCAPP. The recommendation has the approval of the Dean of the Graduate School and the Provost.

cc: Diane Sylvester, Chair, GSC
Karen DePauw, Associate Dean, Graduate School

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Motion carried.
MEMORANDUM

TO: Faculty Senate
FROM: Lynda Carey, for Graduate Studies Committee
DATE: September 6, 1995
SUBJECT: MS/PhD Option in Statistics

In November 1994, the Graduate Studies Committee recommended approval of the proposal to establish an MS/PhD option in Statistics.

The purpose of this option is to provide students with the opportunity to receive advanced statistical training at the master's level to better prepare them to do research in their primary PhD degree-granting field. Students will simultaneously enroll in the Statistics Program and in the program of their PhD degree-granting unit.

REASONS FOR THE PROPOSED M.S./PhD OPTION IN STATISTICS

There are many disciplines and subdisciplines such as economics, agricultural economics, decision sciences and mathematics which require extensive advanced training in statistics to do graduate research work. One natural avenue for students at WSU to obtain this advanced training is to pursue an MS in Statistics. A number of students at WSU have chosen and are choosing this route not only because it provides the training they need to do research in their primary field of study, but also because in many cases such a degree can enhance their marketability. However, because of current graduate school policy, during the semester (at least) that a student is to receive the MS in Statistics, the student must disenroll from his primary program and then re-enroll after receiving the MS degree. This process of disenrolling and reenrolling can cause problems for students. First, a student can potentially lose financial support from their primary department during the time they are enrolled in the Statistics Program. Second, by enrolling in another degree program, foreign students can face the possible loss of support from their home governments as well as other possible immigration problems. The proposed MS/PhD option in Statistics is an effort to help students avoid these potential problems. Essentially, the proposed option would allow a student to be simultaneously enrolled in a primary PhD Program and the Statistics Program (with the approval of both degree granting Departments) and thus simultaneously pursue two advanced degrees. The proposal is modeled after the MS/PhD option in computer engineering and the natural sciences which has been in existence at WSU for a number of years.

MS/PhD IN STATISTICS AND OTHER FIELDS
GUIDELINES

The following are suggested guidelines for the Master of Science/Doctor of Philosophy Option in Statistics and related fields (Agricultural Economics, Economics, Decision Sciences, and Mathematics). The purpose of this option is to provide students with the
opportunity to receive advanced statistical training (at the MS level) which will better prepare them to do research in the primary PhD degree granting field. By pursuing this option, a student can simultaneously be enrolled in the Statistics Program and the program of their primary PhD degree granting unit.

1. Students wishing to pursue the MS/PhD option must be admitted by both the MS and PhD degree granting units.

2. Once admitted to the option, the student must at the earliest logical time set up two advisory committees, one for the MS in Statistics and one for the PhD degree. These two advisory committees will be responsible for approving the student’s programs of study in their respective disciplines.

3. Students will submit two programs of study which must be approved by their advisory committees and satisfy the requirements of both degree granting units. The two programs of study, although separate, will essentially be treated as a single integrated program of study by the Graduate School, thus allowing simultaneous admission/enrollment/progress toward both degrees.

4. The requirements for each degree should be satisfied in a timely fashion as determined by the advisory committees.

5. Degrees will be awarded as requirements for each are satisfied.

ADMISSION TO AND COMPLETION OF THE MS/PhD DEGREE OPTION IN STATISTICS AND RELATED FIELDS

I. Preparation
   A. Who Should Apply

   One of the primary purposes for initiating the MS degree in Statistics was to augment other PhD degree granting programs already existing on campus. The MA/PhD option in Statistics is appropriate for students who require a substantive background in statistics to perform research in their primary field of study or when the acquisition of an MS in Statistics will increase a student’s marketability. Examples of fields of study where students are pursuing a PhD and have either received or are in the process of pursuing an MS in Statistics are Agricultural Economics, Decision Sciences, Economics, and Mathematics.

   B. Required Course Work

   Students should complete the required undergraduate course work for both the MS in Statistics and their primary field of study. Although requirements vary from department to department, all students pursuing an MS in Statistics must have a background which is equivalent of the following WSU Math courses: Calculus (Math 171, 172), Multivariable Calculus (Math 273) and Linear Algebra (Math 220). Students are also encouraged to take Advanced Calculus (Math 401,402) and Advanced Linear Algebra (Math 420) as well as obtain a strong computer programming background.
C. Declaration of Intent

Students wishing to pursue the MS/PhD option should file a “Declaration of Intent” with the Graduate School at the earliest feasible time. They should also notify their primary department and the program in Statistics of their intent to pursue this option and must obtain written approval from both units. The “Declaration of Intent” should contain the following:

1. An MS/PhD Option Application Form

2. Proposed curriculum to complete both the MS and the PhD degrees.

The basic idea is to design a curriculum which satisfies the requirements of both the primary PhD degree granting department and the Program in Statistics. Up to 11 credits may be shared by both the MS and the PhD programs. A 4-credit project which is required for the MX in Statistics may be related to the PhD thesis. Attached is a complete list of the requirements for the MS in Statistics. Students may wish to confer with a graduate student advisor from their primary department and the Program in Statistics for help in designing their schedule. By pursuing the MS/PhD option, a student is allowed to simultaneously enroll and make progress toward both degrees.

II. Admission to the Graduate School for the MS/PhD Degree Option

A. Application for Admission to the Graduate School

Students pursuing the MS/PhD option in Statistics will generally already have been admitted to the Graduate School and to some primary PhD degree granting unit. To be admitted to the MS/PhD option, a student must file a “Declaration of Intent” with the Graduate School as described in (I C) above and be admitted to the MS degree program in Statistics. The PhD chair must also give written approval for the student to simultaneously pursue the MS in Statistics. Upon completion of these steps, students will be allowed to simultaneously pursue a PhD in their primary field of study and an MS in Statistics.

B. Timing of Applications

Students on the WSU campus may apply for admissions into the MS/PhD option at any time with the approval of the department of their primary field of study.

III. Completion of the MS/PhD Option

A. Definition of Research Problem

Students are encouraged, as soon as possible, to select suitable research advisors in both their primary department and the Program in Statistics. Research problems and projects should be developed in consultation
with the appropriate advisor. Where possible, an interdisciplinary research project involving both statistics and the student’s primary field of study should be developed.

B. Program of Study

As early as possible in one graduate study, a program of study should be filed with the Graduate School. This corresponds to the proposed curriculum mention above in part (IC).

C. Organization of Committees

In addition to the two primary advisors, the student should set up degree committees in both the primary department and the Program in Statistics. Normally, the PhD committee in the student’s primary department will consist of three to five faculty members whereas the MS degree committee will be comprised of three faculty members from the Program in Statistics. These committees will generally function independently in terms of how they carry out unit requirements for the respective degree programs.

D. Annual Review

Each student will be reviewed on an annual basis by each unit to determine if satisfactory progress is being made toward the degree being sought from the unit.

E. Description of Requirements

Students who are admitted to the MS/PhD degree option will be allowed by the Graduate School to work simultaneously in two units. However, the requirements for the MS and PhD degrees will be those of the respective units.

F. Award of Degrees

The Ms and PhD degrees will be awarded as requirements for each are completed. Either degree can be obtained first, although it is anticipated that most students will finish the MS degree in Statistics prior to receiving the PhD in their primary field of study.

MASTER IN SCIENCE IN STATISTICS
Washington State University

Special Admissions Requirements

The Master’s Degree Program in Statistics will have two options, one applied and the other theoretical. Prerequisites for admission into the program include: Math 171, 172, 220, 273, CptS 150 and either CptS 153 or 203, and at least one three-credit undergraduate course in statistical methods. In addition, Math 401, 402, and 420 are recommended prerequisites.
Statistics Courses

The following graduate courses currently carry the Stat prefix:

Stat/Math 410/510  Topics in Probability and Statistics
Stat 412          Biometry
Stat 422 (U of Idaho)  Sampling Methods
Stat 428 (U of Idaho)  Geostatistics
Stat/Math 430  Statistical Methods in Engineering
Stat/Math 443  Applied Probability
Stat/Math 444  Introduction to Statistical Theory
Stat/Math 472  Statistical Packages
Stat 504 (U of Idaho)  Special Topics
Stat 512  Analysis of Variance of Designed Experiments
Stat 514 (U of Idaho)  Nonparametric Statistics
Stat/Dec S 516  Time Series
Stat/Dec S 518  Techniques in Sampling
Stat/Dec 519  Applied Multivariate Analysis
Stat 520  Statistical Analysis of Qualitative Data
Stat 530  Applied Linear Models
Stat 531/Econ 511  Econometrics
Stat 532/Ag Econ 512  Applied Agricultural Econometrics
Stat 533 (U of Idaho)  Theory of Linear Models
Stat 535  Regression Analysis
Stat/Dec S 542  Applied Stochastic Models
Stat 544  Applied Stochastic Processes
Stat/Math 548  Statistical Theory I
Stat/Math 549  Statistical Theory II
Stat 555 (U of Idaho)  Statistical Ecology
Stat/Math 572  Data Analysis
Stat 573  Reliability Theory
Stat/Dec S 586  Applied Multiple Time Series Analysis
Stat 600  Special Projects or Independent Study
Stat 700  Master’s Research, Thesis and/or Examination
Stat 702  Master’s Special Problem, Directed Study and/or Examination

Requirements for MS
The Master’s Degree Program in Statistics has applied and theoretical options. A thesis or written special problem is required for either option. Other requirements include successful completion of at least 30 credit hours, at least 26 of which must be graded, and passage of a comprehensive Master’s oral exam. The 30 credit hours must include Stat 433, Stat 444 and Stat 533, or their equivalent. In addition, at least one course in statistical computing, two hours of statistical consulting, and at least two courses from each of two field areas are required. The field area electives are to be chosen from the following list:
FIELD AREAS (at least 2 courses from each of 2 area).
Linear Models and Multivariate Analysis: Stat 530, Stat 535, Stat 519, Stat 520
Econometrics and Time Series: Econ 511, Ag Econ 512, Econ 512, Stat 516, Stat 186

With approval of the student’s committee special topics covered in Stat 504 or Stat 510 may be used to satisfy some of the field area requirements. Students who do not have a background in a field outside of statistics, mathematics, or computer science are encouraged to take at least two courses in another substantive area.

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The policy on students having to disenroll in a PhD program to finish a Masters program was questioned. R. Smith from the Graduate School stated that the policy had been in place many years. Smith stated that if faculty wish to change this policy that a memo needs to be sent to the Graduate Studies Committee.

Motion carried.

Agenda Items (Discussion Items).

1. Recommendation from Academic Affairs Committee for Undergraduate Major Change Bulletin No. 2 is in Exhibit D.--V. Limburg

There was no discussion on this item.

2. Recommendation from Academic Affairs Committee for Credit to High School Students for Courses Completed Prior to High School Graduation is in Exhibit E.--V. Limburg

Questions were raised about what classes are taught in high school that are fully accredited. M. Reilly from Admissions stated that the policy is in response to awarding credit in transfer when receiving official transcripts from accredited institutions showing college level academic work on them. There are a number of schools who are teaching courses in a high school and the college is posting the credit on a transcript. This policy was written to help establish guidelines for high schools who are offering college credits. It was suggested that a set of challenge exams be develop so that students can be tested. Departments on our campus have the right to deny equivalent credit to that class. The Admissions Office has been given the charge of determining what is transferable in general. This policy forces the schools who are offering the course on their own campus to be able to extend it into the high school.
In item number two it was suggested that the wording “the State of Washington’s” be added before “running start program” to clarify which program is being referred to. The wording from 3 refers to campus should state “available on an accredited college or university campus.”

3. Recommendation from Organization and Structure Committee for a proposed Constitutional Amendment [NEW] Section 3.E.2 on Steering Committee Summer Duties is in Exhibit F.--E. Udd

There was no discussion of this item.

Constituents' Concerns.

There were no constituents concerns.

Adjournment.

The meeting was adjourned at 5:10 p.m.

Richard W. Crain, Jr.
Executive Secretary