

# Graduate Council Meeting Minutes

---

September 7, 2021

## Members Present:

Dalton, David, Chair – Languages & Culture Studies  
Canevello, Amy – Psychological Science  
Chakrabarti, Kausik – BIOL, alternate for Nicole Peterson  
Cooke, Sekou – School of Architecture  
Fenwick, Abbey – Kinesiology  
Lachance, Joan – Middle, Secondary & K-12 Education  
Lai, Gene – Finance  
Morse, Ed – Mechanical Engineering and Engineering Science  
Mostafavi, Taghi – Computer Science  
Reynolds, Tom – Associate Provost and Graduate School Dean  
Truesdale, Angel – Atkins Library  
Udeubor, Mike – PhD Candidate, Civil Engr/Grad Student Rep (GPSG)  
(attending for Dylan Turner fall 2021)

**Also Attending:** Gamez, Jose – Associate Dean for Research & Grad Programs, COAA  
Goodliffe, Julie - Graduate School  
Hall-Hertel, Katherine – Graduate School  
Krause, Sandy – Graduate School  
Morse, Janet - College of Liberal Arts and Sciences  
Mukherjee, Pinku - Associate Dean for Research & Grad Educ, CLAS  
Tabkhivayghan, Hamed – Electrical & Computer Engineering  
Watson, Johnna – Graduate School

## I. Report of the Chair – Dr. David Dalton

Chair Dalton opened the meeting with a welcome.

### A. Approval of the May 4, 2021 Meeting Minutes

Canevello made a motion to approve as submitted with a second from Morse. The motion was unanimously approved.

### B. Approval of the August 24, 2021 Meeting Minutes

Canevello made a motion to approve as submitted with a second from Morse. The motion was unanimously approved.

## II. Report of the Graduate School Dean – Dr. Tom Reynolds

**Enrollment Update:** Dean Reynolds commended the Council and their colleagues for the hard work in getting new and continuing students enrolled. At census, the university reported 30,448 students with a record breaking 6,332 graduate students.

**Faculty Awards:** Reynolds reminded Council of the upcoming faculty competitions that the Graduate School manages. Please encourage your colleagues to nominate candidates.

**First Citizens Bank Scholars Medal – Deadline to nominate, Nov. 13, 2021** - <https://sites.google.com/uncc.edu/gs-award-gateway/home/first-citizens-bank-scholars-medal>

Harshini V. de Silva Graduate Mentoring Award – Deadline to nominate, Nov. 5, 2021 - <https://sites.google.com/uncc.edu/gs-award-gateway/home/harshini-v-de-silva-graduate-mentor-award>

Reynolds hopes to have a celebration to honor the recipients in spring 2022.

**Graduate Education Summit** – Reynolds invited the Council to attend the Grad Ed Summit on Friday, September 10, 2021, from 9:00am – 11:00am. The meeting will be held F2F in the Student Union Multipurpose Room. A Zoom link was also provided for those who prefer.

Reminder: Chancellor Gaber will be attending the October 5, 2021 meeting.

### III. **Discussion Topics**

#### A. Proposed Modifications to the GA Handbook – Johnna Watson, Graduate School

The Graduate Student Funding Workgroup, made up of Associate Deans, would bring recommendations to the Council relating to the eligibility to hold a graduate assistantship.

Full time enrollment is nine (9) Credit Hours or enrolling in 9999/7999 or 9998/7998 will push a graduate student to full time.

This amendment will allow a graduate student to hold a graduate assistantship with less than 9 hours, 20 hours of work per week or 6 hours in the summer. The GPSG (Graduate & Professional Student Government) organization overwhelmingly opposes linking the hours of enrollment to a graduate assistantship.

Graduate students can work up to 40 hours a week in the summer (summer internships), students have to be registered for classes in the fall semester.

Pinku Mukherjee, Associate Dean, CLAS, was highly in favor of this amendment because CLAS has a lot of Master's level students who would not be eligible to receive any kind of funding without this amendment because many programs do not offer full-time enrollment.

**Purpose:** Part of this amendment is to encourage students to make timely progress toward degree completion. Also, it allows some programs to offer funding for part time enrollment, (i.e, funding students in their last semester).

Chair Dalton asked the Council to discuss this proposal with their programs. He will also reach out to the Graduate Program Directors and ask them to communicate this with their Associate Deans and be ready to discuss at the October 5, 2021 Graduate Council meeting.

#### IV. **Course and Curriculum Proposals**

- A. **Community-Centered Practices – M.F.A. – New Graduate Program (Preliminary Auth)**  
Originator: Jose Gamez, Associate Dean for Research & Grad Programs (COAA)  
**Graduate Council Assignments: Gene Lai, Abbey Fenwick, Mike Uduebor**

Lai made a motion to approve as submitted with a second from Fenwick. The motion was unanimously approved.

- B. **ECGR 5105 – Introduction to Machine Learning**  
Originator: Hamed Tabkhivayghan, Electrical and Computer Engineering  
**Graduate Council Assignments: Gene Lai, Abbey Fenwick, Mike Uduebor**

Hamed Tabkhivayghan attended the meeting to field questions. He replaces the original originator, Chen Chen, who left the university.

The Council discussed the proposal and requested the following revisions to the syllabus:

1. Revise to include the graduate grading scale (page 1).
2. Please assign a time period for each topic.
3. Please include the syllabus for the cross-listed UG course ECGR 4105

Lai made a motion to approve pending revisions with a second from Taghi. The motion was unanimously approved.

- C. **ECGR 5127 – Machine Learning for the Internet of Things**  
Originator: Jeremy Holleman, Electrical and Computer Engineering  
**Graduate Council Assignments: Gene Lai, Abbey Fenwick, Mike Uduebor**

Holleman was not in attendance. Hamed Tabkhivayghan was present to field questions.

The Council discussed the proposal and requested the following revisions to the syllabus:

1. Revise to include the graduate grading scale (page 1).
2. Please include the syllabus for the cross-listed UG course ECGR 4127

Taghi made a motion to approve pending revisions with a second from Lai. The motion was unanimously approved.

- D. **MSRE 6210 – Student Managed Real Estate Investment Fund**  
Originator: Daniel Wright, Master of Science, Real Estate Program Director  
**Graduate Council Assignments: Joan Lachance, Sekou Cooke, Taghi Mostafavi**

Wright did not attend.

The Council discussed the proposal and requested the following revisions to the syllabus:

1. Course number is incorrect on the syllabus. Remove 6400 and add 6210, heading, page 1
2. Please include a general course schedule (time line for topics covered) in the syllabus.
3. If cross-listed with an UG course, please include the UG syllabus.

Chakrabarti made a motion to approve pending revisions with a second from Lai. The motion was unanimously approved.

E. MSRE 6240 – Real Estate Valuation Methods

Originator: Daniel Wright, Master of Science, Real Estate Program Director

**Graduate Council Assignments: Joan Lachance, Sekou Cooke, Taghi Mostafavi**

Wright did not attend.

The Council discussed the proposal and requested the following revisions to the syllabus:

1. Please include a general course schedule (time line – i.e., Week One, Week two, etc. for topics covered) in the syllabus.
2. If cross-listed with an UG course, please include the UG syllabus.

Lai made a motion to approve pending revisions with a second from Canevello. The motion was unanimously approved.

F. MSRE 6241 – Advanced Topics in Real Estate

Originator: Daniel Wright, Master of Science, Real Estate Program Director

**Graduate Council Assignments: Joan Lachance, Sekou Cooke, Taghi Mostafavi**

Wright did not attend.

The Council discussed the proposal and requested the following revisions to the syllabus:

1. Course number is incorrect on the syllabus. Remove 6500 and add 6241, heading, page 1
2. Please include a general course schedule (time line for topics covered) in the syllabus.
3. If cross-listed with an UG course, please include the UG syllabus.

Lai made a motion to approve pending revisions with a second from Canevello. The motion was unanimously approved.

G. MSRE 6242 – Asset Management

Originator: Daniel Wright, Master of Science, Real Estate Program Director

**Graduate Council Assignments: Ed Morse, Amy Canevello, Kent Brintnall**

Wright did not attend.

The Council discussed the proposal and requested the following revisions to the syllabus:

1. Revise to include the graduate grading scale (page 2).
2. Replace dates for Week one, week two, etc., for modules.
3. The syllabus mentions a participation grade under "Code of Conduct", but participation is not included under "Grading and Exams" or "Course Structure"
4. Please include the syllabus for the cross-listed UG course ECGR 4105

Canevello made a motion to approve pending revisions with a second from Morse. The motion was unanimously approved.

#### H. MSRE 6245 – Real Estate Market Analysis

Originator: Daniel Wright, Master of Science, Real Estate Program Director  
**Graduate Council Assignments: Ed Morse, Amy Canevello, Kent Brintnall**

Wright did not attend.

The Council discussed the proposal and requested the following revisions to the syllabus:

1. Please include a general course schedule (time line for topics covered) in the syllabus.
2. Description is missing how frequently this will be offered.
3. Unclear how 1.5 credit hours aligns with meeting weekly for 3 hours.
4. If cross-listed with an UG course, please include the UG syllabus.

Canevello made a motion to approve pending revisions with a second from Morse. The motion was unanimously approved.

#### I. MSRE 6310 – Land Use Policy

Originator: Daniel Wright, Master of Science, Real Estate Program Director  
**Graduate Council Assignments: Ed Morse, Amy Canevello, Kent Brintnall**

Wright did not attend.

The Council discussed the proposal and requested the following revisions to the syllabus:

1. Please revise to include a graduate grading scale (page 1).
2. Replace dates for course outline to (Week one, Week two, etc).
3. Proposal states offering in Fall 2022, but syllabus states spring 2022.
4. There are some inconsistencies in the syllabus - e.g., the outline refers to quizzes and assignments, but does not provide dates for these components. Quizzes are not listed under "grading and assignments" and only one assignment is listed.
5. The acceptable number of absences should be listed, given that attendance and participation are factored into grade.
6. If cross-listed with an UG course, please include the UG syllabus.

Morse made a motion to approve pending revisions with a second from Canevello. The motion was unanimously approved.

J. Master of Science in Real Estate, Graduate Program Revision

Originator: Daniel Wright, Master of Science, Real Estate Program Director

Graduate Council Assignments: Joan Lachance, Sekou Cooke, Taghi Mostafavi, Ed Morse, Amy Canevello, and Kent Brintnall

Wright did not attend.

The Council will hold off on moving this degree program revision forward until the courses making up this program have been revised. MSRE 6210, 6240, 6241, 6242, 6245, and 6310.

IV. Other Business

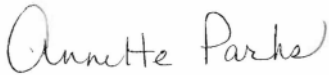
Lachance asked if syllabi should include allowances for COVID. Chair Dalton to reach out to Legal Affairs.

**Meeting Adjourned:** Taghi made a motion to adjourn the meeting with a second from Uduebor. The meeting adjourned at 1:49pm.

**Next Meeting:** Tuesday, October 5, 2021, 12:30-2:00pm - Zoom link below.

<https://uncc.zoom.us/j/96586973855?pwd=OE9JZWx2TUQ3Sk9jNIU5NmVxdXZhZz09>

Respectfully,



Annette Parks  
Graduate Council Secretary