

Graduate Council Meeting Minutes

Tuesday, March 12, 2024

Members/Alternates Present:

Godev, Concepcion, Chair – Languages & Culture Studies
Allan, Craig – Geography and Earth Sciences
Brown, Dace – Public Health Sciences
Cooper, Liz – Bioinformatics and Genomics
Dow, Alan – Mathematics and Statistics, alternate for Montanaro
Lachance, Joan - Middle, Secondary and K-12 Ed - Traveling
Lai, Gene – Finance
McAdams, Jeff – Atkins Library
Moller, Stephanie - Sociology
Mukherjee, Pinku – Interim Dean, Graduate School
Rasmussen, Monica – GPSG Student Representative
Sarkar, Kaus - Dance

Also Attending:

Faklaris, Cori – Software and Information Systems
Huerta, Jill – Reynolds Center for Graduate Life and Learning
Krause, Sandy – Graduate School
Leland, Suzanne – Political Science and Public Administration
Wilson, David – Software and Information Systems
Wyse, Matt – Faculty Governance
Xu, Terry – Mechanical Engineering
Young, Aura – Reynolds Center for Graduate Life and Learning

Absent:

Reitzel, Adam – Biological Sciences
Smithwick, Jake – Engineering Tech and Construction Mgmt

I. Report of the Chair – Concepcion Godev

A. Approval of the February 6, 2024, Meeting Minutes

Allan made a motion to approve the minutes as submitted with a second from Moller. The motion was approved by a unanimous vote.

II. Report of the Graduate School Dean – Pinku Mukherjee

Dean Mukherjee announced that a communication was forthcoming to department chairs, Graduate Program Directors and appropriate faculty from Academic Affairs and Zoom meetings will be set up to share this information about the upcoming changes to graduate assistantship compensation. This will be a big change for PI's. Mukherjee said some will like the changes and others

will not. But graduate compensation continues to be a priority for the Graduate School.

III. Discussion Topics

A. Report from the Syllabus Review Committee – Joan Lachance and Kaus Sarkar

Lachance shared the proposal with the Council.

- The main change will be the addition of section D1, in which there will be an attestation made by the Originator to include certain elements in their syllabus.
- Proposing a new form – a placeholder for special topics courses.
- If college/department requires a syllabus, it can be attached but the onus is on the department/program to ensure that it includes the elements in the proposal. The Council will not review the syllabus.
- There still may be instances where a syllabus is required, (i.e. internships, research experiences). That responsibility will be up to the department chair or program.

Lachance/Sarkar will make any requested edits and share final version and appropriate documents for the Council to review before the April 2, 2024 meeting.

B. Proposal to Require Committee Chair training for new faculty – Aura Young, CGLL

Young attended the meeting to share a proposal that would require all newly hired faculty to complete a Canvas training course on chairing graduate student committees. Young gave an overview of the training showing the modules included in the training. She explained that there have been challenges with new, inexperienced faculty not being effective in serving in the role as chair. The student suffers from this inexperience.

A request was made to add a link in the proposal to the Canvas Course.

A motion was made by Allan with a second from Moller to approve the proposal with the link addition. The proposal was approved by a unanimous vote.

C. Proposal to Amend the Termination Appeal Policy – Sandy Krause, Graduate School

Krause explained the proposed changes.

- Changing the verbiage to allow students 60 days to appeal their termination from a shorter time period of 30 days.
- The proposal allows for an “Exit Strategy” option for doctoral students terminated after failing their comprehensive exam or final defense. This change allows them to appeal the “two-year rule” rather than their reinstatement to the doctoral program. They can apply to the master’s program provided they meet the criteria, which will be defined by their program.

Lai made a motion with a second from Sarkar to approve the proposal as submitted. The motion was approved by a unanimous vote.

IV. Course and Curriculum Proposals

A. Applied Econometrics – Graduate Certificate Renewal

Originator: Amy Riter, Economics

Committee Member Assignments: Sarkar

A motion was made by Moller with a second from Allan to approve the proposal as submitted. The motion was approved by a unanimous vote.

B. Bioinformatics Technology – Graduate Certificate Renewal

Originator: Liz Cooper, Bioinformatics and Genomics

Committee Member Assignments: Sarkar

A motion was made by Moller with a second from Allan to approve the proposal as submitted. The motion was approved by a unanimous vote.

C. Elementary Mathematics Education – Graduate Certificate Renewal

Originator: Drew Polly, Reading and Elementary Education

Committee Member Assignments: Sarkar

A motion was made by Moller with a second from Allan to approve the proposal as submitted. The motion was approved by a unanimous vote.

D. Emergency Management – Graduate Certificate Renewal

Originator: Suzanne Leland, Political Science

Committee Member Assignments: Sarkar

Leland was present to answer questions. She explained the low enrollment rate and plans for future admissions. She communicated that this is a feeder to the MPA degree if you have a degree in another discipline.

After discussion, Allan made a motion to approve the proposal as submitted with a second from Lia. The motion was approved by a unanimous vote.

E. Game Design and Development (GDD) – Graduate Certificate Renewal

Originator: Julio Bahamon, Computer Science

Committee Member Assignments: Lai

A motion was made by Lachace with a second from Sarkar to approve the proposal as submitted. The motion was approved by a unanimous vote.

F. Nursing: Adult-Gerontology Acute Care Nurse Practitioner – Post-Master’s Cert Renewal

Originator: David Langford, School of Nursing

Committee Member Assignments: Lai

A motion was made by Moller with a second from Allan to approve the proposal as submitted. The motion was approved by a unanimous vote.

- G. Nursing: Family Nurse Practitioner Across the Lifespan– Post-Master’s Cert Renewal
Originator: David Langford, School of Nursing
Committee Member Assignments: Lai

A motion was made by Moller with a second from Allan to approve the proposal as submitted. The motion was approved by a unanimous vote.

- H. Nursing: Nurse Administration – Graduate Certificate Renewal
Originator: David Langford, School of Nursing
Committee Member Assignments: Lai

A motion was made by Moller with a second from Allan to approve the proposal as submitted. The motion was approved by a unanimous vote.

- I. Nursing: Nurse Educator – Graduate Certificate Renewal
Originator: David Langford, School of Nursing
Committee Member Assignments: Cooper

A motion was made by Moller with a second from Allan to approve the proposal as submitted. The motion was approved by a unanimous vote.

- J. Urban Management and Policy – Graduate Certificate Renewal
Originator: Suzanne Leland, Political Science and Public Administration
Committee Member Assignments: Cooper

Leland was in attendance to answer questions. She responded to Cooper’s questions about placements after graduation and Student Learning Outcomes. This is also a feeder into a master’s program. Leland’s explanations were sufficient for the Council to move forward.

A motion was made by Lachance with a second from Sarkar to approve the proposal as submitted. The motion was approved by a unanimous vote.

- K. User Experience Design Graduate Certificate – Graduate Program Revision
Originator: Weichao Wang, Software and Information Systems
Committee Member Assignments: Cooper

A motion was made by Moller with a second from Allan to approve the proposal as submitted. The motion was approved by a unanimous vote.

- L. ECGR 6126 – Optimization for Machine Learning
Originator: Ahmed Arafa, Electrical and Computer Engineering
Committee Member Assignments: Cooper

A motion was made by Moller with a second from Allan to approve the proposal as submitted. The motion was approved by a unanimous vote.

M. ECGR 8126 – Optimization for Machine Learning
Originator: Ahmed Arafa, Electrical and Computer Engineering
Committee Member Assignments: Lachance

There was a question about section B18 of the proposal and cross-listed courses. Please include ITCS 8116.

A motion was made to approve the proposal after consulting with originator about cross-listed courses. The motion was made by Allan with a second from Lai. The motion was approved by a unanimous vote.

N. ENGL 5168 – Multimodality and Text Description
Originator: Lara Vetter, English
Committee Member Assignments: Lachance

A motion was made by Moller with a second from Allan to approve the proposal as submitted. The motion was approved by a unanimous vote.

O. ESCI 6130 – Teaching and Learning in the Geosciences
Originator: Casey Davenport, Geography and Earth Sciences
Committee Member Assignments: Lachance

The following revisions were requested on the syllabus:

- Revise with the graduate grading scale – bottom of page 1, A, B, C, U.
- Suggest adding AI statement.

A motion was made by Allan with a second from Lai to approve pending revisions. The motion was approved by a unanimous vote.

P. GEOG 6130 – Teaching and Learning in Geosciences
Originator: Casey Davenport, Geography and Earth Sciences
Committee Member Assignments: Lachance

The following revisions were requested on the syllabus:

- Revise with the graduate grading scale – bottom of page 1, A, B, C, U.
- Suggest adding AI statement.

A motion was made by Allan with a second from Lai to approve pending revisions. The motion was approved by a unanimous vote.

Q. GEOG 8130 – Teaching and Learning in Geosciences
Originator: Casey Davenport, Geography and Earth Sciences
Committee Member Assignments: Smithwick

The following revisions were requested on the syllabus:

- Revise with the graduate grading scale – A, B, C, U.
- Suggest adding AI statement.
- Suggest adding a statement by the Office of Civil Rights and Title IX.

A motion was made by Allan with a second from Lai to approve pending revisions. The motion was approved by a unanimous vote.

R. GRAD 6360 – The Art of Effective Speaking
Originator: Jill Huerta, The Center for Graduate Life and Learning
Committee Member Assignments: Smithwick

The following revisions were requested on the syllabus:

- Since these are no longer special topics courses, you should change the course numbering to reflect GRAD 6360 and GRAD 8360 in the title and throughout the document.
- Revise grading scale to A, B, C, U for Master's and Certs on page 1.
- Both syllabi need the addition of the Office of Civil Rights and Title IX statements.
- You might remove the specific reference to second half of the semester as being offered (especially in the title). If this changes, you will need to remember to change it.

A motion was made by Allan with a second from Lai to approve pending revisions. The motion was approved by a unanimous vote.

S. GRAD 6370 – Navigating Graduate School as a First-Generation Scholar
Originator: Jill Huerta, The Center for Graduate Life and Learning
Committee Member Assignments: Smithwick

The following revisions were requested on the syllabi:

- Revise to include correct course numbering throughout the document.
- You might consider making this a Pass/Fail course instead of a letter grade which should be A, B, C, U.

A motion was made by Allan with a second from Lai to approve pending revisions. The motion was approved by a unanimous vote.

T. GRAD 6380 – Personal Finance
Originator: Jill Huerta, The Center for Graduate Life and Learning
Committee Member Assignments: Smithwick

The following revisions are requested for GRAD 6380/8380 syllabi:

- Change the title to reflect the specific course assigned, GRAD 6380 and GRAD 8380 Personal Finance. (It shows GRAD 6000/8000).

- If the course is PASS/FAIL, then no scale is required unless you want to show a specific grade in order to receive a grade of pass. Regardless, the scale listed is undergraduate. The graduate grading scale is A, B, C, U (unsatisfactory).
- If the course is virtual, then the references to on-campus protocol (run, hide, fight or Adverse weather and building evacuations, etc.) is really irrelevant.
- Please remove any references to undergraduate information, unless stating that it is cross-listed with a specific UG 4000 level course. Please remove UCOL 2000 under the Communication heading.
- I changed the proposal Section C12 from \$45,000 to \$4500 for adjunct pay.

A motion was made by Allan with a second from Lai to approve pending revisions. The motion was approved by a unanimous vote.

U. GRAD 8360 – The Art of Effective Speaking

Originator: Jill Huerta, The Center for Graduate Life and Learning

Committee Member Assignments: Rasmussen

The following revisions were requested on the syllabus:

- Since these are no longer special topics courses, you should change the course numbering to reflect GRAD 6360 and GRAD 8360 in the title and throughout the document.
- Revise grading scale to A, B, C, U for Master's and Certs on page 1.
- Both syllabi need the addition of the Office of Civil Rights and Title IX statements.
- You might remove the specific reference to second half of the semester as being offered (especially in the title). If this changes, you will need to remember to change it.

A motion was made by Allan with a second from Lai to approve pending revisions. The motion was approved by a unanimous vote.

V. GRAD 8370 – Navigating Graduate School as a First-Generation Scholar

Originator: Jill Huerta, The Center for Graduate Life and Learning

Committee Member Assignments: Rasmussen

The following revisions were requested on the syllabi:

- Revise to include correct course numbering throughout the document.
- You might consider making this a Pass/Fail course instead of a letter grade which should be A, B, C, U.

A motion was made by Allan with a second from Lai to approve pending revisions. The motion was approved by a unanimous vote.

W. GRAD 8380 – Personal Finance

Originator: Jill Huerta, The Center for Graduate Life and Learning

Committee Member Assignments: Brown

The following revisions are requested for GRAD 6380/8380 syllabi:

- Change the title to reflect the specific course assigned, GRAD 6380 and GRAD 8380 Personal Finance. (It shows GRAD 6000/8000).
- If the course is PASS/FAIL, then no scale is required unless you want to show a specific grade in order to receive a grade of pass. Regardless, the scale listed is undergraduate. The graduate grading scale is A, B, C, U (unsatisfactory).
- If the course is virtual, then the references to on-campus protocol (run, hide, fight or Adverse weather and building evacuations, etc.) is really irrelevant.
- Please remove any references to undergraduate information, unless stating that it is cross-listed with a specific UG 4000 level course. Please remove UCOL 2000 under the Communication heading.
- I changed the proposal Section C12 from \$45,000 to \$4500 for adjunct pay.

A motion was made by Allan with a second from Lai to approve pending revisions. The motion was approved by a unanimous vote.

X. INES 8130 – Teaching and Learning in the Geosciences
 Originator: Casey Davenport, Geography and Earth Sciences
Committee Member Assignments: Brown

The following revisions were requested on the syllabus:

- Revise with the graduate grading scale – bottom of page 1, A, B, C, U.
- Suggest adding AI statement.

A motion was made by Allan with a second from Lai to approve pending revisions. The motion was approved by a unanimous vote.

Y. ITCS 5356 – Introduction to Machine Learning
 Originator: Minwoo Lee, Computer Science
Committee Member Assignments: Brown

The following revisions are requested to your proposal and syllabus;

- On page 3, please revise the grading scale for graduate students, A, B, C, U. The scale you included is for undergraduate students.
- The Title IX office is now The Office of Civil Rights and Title IX.
- It is also suggested that you include a general statement relating to AI.
- The proposal is being returned to you to complete Section C.

A motion was made by Allan with a second from Lai to approve pending revisions. The motion was approved by a unanimous vote.

Z. ITCS 6116 – Optimization for Machine Learning
 Originator: Christian Kuemmerle, Computer Science
Committee Member Assignments: Brown

A motion was made by Allan with a second from Lai to approve the proposal as submitted. The motion was approved by a unanimous vote.

AA. ITCS 8116 – Optimization for Machine Learning
Originator: Christian Kuemmerle, Computer Science
Committee Member Assignments: Allan

A motion was made by Allan with a second from Lai to approve the proposal as submitted. The motion was approved by a unanimous vote.

BB. ITIS 5353 – Social Technology Design
Originator: Cori Faklaris, Software and Information Systems
Committee Member Assignments: Allan

A motion was made by Allan with a second from Lai to approve the proposal as submitted. The motion was approved by a unanimous vote.

CC. ITIS 5355 – Accessible Design and Implementation
Originator: David Wilson, Software and Information Systems
Committee Member Assignments: Allan

A motion was made by Allan with a second from Lai to approve the proposal as submitted. The motion was approved by a unanimous vote.

DD. ITIS 5358 – Physical Computing
Originator: David Wilson, Software and Information Systems
Committee Member Assignments: Allan

A motion was made by Allan with a second from Lai to approve the proposal as submitted. The motion was approved by a unanimous vote.

EE. ITIS 5360 – Human-Centered AI
Originator: Cori Faklaris, Software and Information Systems
Committee Member Assignments: Montanaro

A motion was made by Allan with a second from Lai to approve the proposal as submitted. The motion was approved by a unanimous vote.

FF. MEGR 5290 – Introduction to Electrical Vehicles and Batteries
Originator: Terry Xu, Mechanical Engineering
Committee Member Assignments: Montanaro

A motion was made by Allan with a second from Lai to approve the proposal as submitted. The motion was approved by a unanimous vote.

GG. MEGR 5291 – Battery Performance and Testing
Originator: Terry Xu, Mechanical Engineering
Committee Member Assignments: Montanaro

A motion was made by Allan with a second from Lai to approve the proposal as submitted. The motion was approved by a unanimous vote.

HH. MEGR 5292 – Materials Science in Battery Technology

Originator: Terry Xu, Mechanical Engineering

Committee Member Assignments: Montanaro

A motion was made by Allan with a second from Lai to approve the proposal as submitted. The motion was approved by a unanimous vote.

II. MEGR 7099 – Special Topics in Battery Engineering

Originator: Terry Xu, Mechanical Engineering

Committee Member Assignments: Moller

The following revisions to the proposal are requested in Section C9.

For faculty teaching 8000 level courses, they must have a doctoral degree as the terminal degree. For faculty teaching 7000 level courses, they can have a Master's degree with an approved AA-21 Faculty Qualifications form. The course will be taught by the residential faculty in the BATT CAVE. There is no expected increased load on current faculty.

A motion was made by Allan with a second from Lai to approve pending revisions. The motion was approved by a unanimous vote.

JJ. MEGR 7164 – Fracture Mechanics

Originator: Terry Xu, Mechanical Engineering

Committee Member Assignments: Moller

The following revisions to the proposal are requested in Section C9.

For faculty teaching 8000 level courses, they must have a doctoral degree as the terminal degree. For faculty teaching 7000 level courses, they can have a Master's degree with an approved AA-21 Faculty Qualifications form. There is no expected increased load on current faculty.

A motion was made by Allan with a second from Lai to approve pending revisions. The motion was approved by a unanimous vote.

KK. MEGR 7165 – Phase Transformation in Solids

Originator: Terry Xu, Mechanical Engineering

Committee Member Assignments: Moller

The following revisions to the proposal are requested in Section C9.

For faculty teaching 8000 level courses, they must have a doctoral degree as the terminal degree. For faculty teaching 7000 level courses, they can have a Master's degree with an approved AA-21 Faculty Qualifications form. There is no expected increased load on current faculty.

A motion was made by Allan with a second from Lai to approve pending revisions. The motion was approved by a unanimous vote.

LL. MEGR 7290 – Battery Electrochemistry
Originator: Terry Xu, Mechanical Engineering
Committee Member Assignments: Moller

The following revisions to the proposal are requested in Section C9.

For faculty teaching 8000 level courses, they must have a doctoral degree as the terminal degree. For faculty teaching 7000 level courses, they can have a Master's degree with an approved AA-21 Faculty Qualifications form. The course will be taught by the residential faculty in the BATT CAVE. There is no expected increased load on current faculty.

A motion was made by Allan with a second from Lai to approve pending revisions. The motion was approved by a unanimous vote.

MM. MEGR 8099 – Special Topics in Battery Engineering
Originator: Terry Xu, Mechanical Engineering
Committee Member Assignments: Reitzel

The following revisions to the proposal are requested in Section C9.

For faculty teaching 8000 level courses, they must have a doctoral degree as the terminal degree. For faculty teaching 7000 level courses, they can have a Master's degree with an approved AA-21 Faculty Qualifications form. The course will be taught by the residential faculty in the BATT CAVE. There is no expected increased load on current faculty.

A motion was made by Allan with a second from Lai to approve pending revisions. The motion was approved by a unanimous vote.

NN. MEGR 8164 – Fracture Mechanics
Originator: Terry Xu, Mechanical Engineering
Committee Member Assignments: Reitzel

The following revisions to the proposal are requested in Section C9.

For faculty teaching 8000 level courses, they must have a doctoral degree as the terminal degree. For faculty teaching 7000 level courses, they can have a Master's degree with an approved AA-21 Faculty Qualifications form. There is no expected increased load on current faculty.

The course evaluation is correct in the syllabus. The system will not allow you to edit the field in Section D14.

A motion was made by Allan with a second from Lai to approve pending revisions. The motion was approved by a unanimous vote.

OO. MEGR 8165 – Phase Transformation in Solids

Originator: Terry Xu, Mechanical Engineering

Committee Member Assignments: Reitzel

The following revisions to the proposal are requested in Section C9.

For faculty teaching 8000 level courses, they must have a doctoral degree as the terminal degree. For faculty teaching 7000 level courses, they can have a Master's degree with an approved AA-21 Faculty Qualifications form. There is no expected increased load on current faculty.

The course evaluation is correct in the syllabus. The system will not allow you to edit the field in Section D14.

A motion was made by Allan with a second from Lai to approve pending revisions. The motion was approved by a unanimous vote.

PP. MEGR 8290 – Battery Electrochemistry

Originator: Terry Xu, Mechanical Engineering

Committee Member Assignments: Reitzel

The following revisions to the proposal are requested in Section C9.

For faculty teaching 8000 level courses, they must have a doctoral degree as the terminal degree. For faculty teaching 7000 level courses, they can have a Master's degree with an approved AA-21 Faculty Qualifications form. The course will be taught by the residential faculty in the BATT CAVE. There is no expected increased load on current faculty.

The course evaluation is correct in the syllabus. The system will not allow you to edit the field in Section D14.

A motion was made by Allan with a second from Lai to approve pending revisions. The motion was approved by a unanimous vote.

V. Other Business

No other business was discussed.

A motion was made to adjourn the meeting by Allan with a second from Brown. The motion was approved by a unanimous vote.

The meeting adjourned at 2:06pm. The next meeting will be held on Tuesday, April 2, 2024.

Respectfully submitted,



Annette Parks, Graduate Council Secretary