

Graduate Council Meeting Minutes

March 12, 2019

Members Present: Abrams, Lyndon – Counseling
Anderson, Nadia – School of Architecture
Barth, Tom – Political Science and Public Administration
Burfield, Allison – School of Nursing
Canevello, Amy – Psychology (alternate for James Tabor, RELS)
Godev, Concepción – Languages & Culture Studies
Grover, Priyanka – GPSG Representative, PhD Candidate, BIOL
Lipford, Heather – Software & Information Systems
Mauer, David – Finance
Reynolds, Tom – Graduate School
Scarborough, Beth – Atkins Library

Also Attending: Beorkrem, Chris – School of Architecture
Cross, Karen – Reading and Elementary Education
Deng, Shaozhong – Mathematics and Statistics
Fitchett, Paul - Middle, Secondary and K-12 Education
Gamez, Jose – School of Architecture
Kissau, Scott - Middle, Secondary and K-12 Education
Krause, Sandy – Graduate School
Morse, Janet – Graduate School
Richardson, Christine – Biological Sciences
Shaban, Wafaa – Mathematics and Statistics
Wakeman, Shawnee – Special Education and Child Development
Watson, Johnna – Graduate School
White, Brian – Graduate School
Wyse, Matt – Faculty Governance, Academic Affairs

Absent: Browne, Aidan – Engineering Technology & Construction Management

I. Report of the Chair – Christine Haynes

A. Approval of the February 5, 2019 Meeting Minutes

Burfield made a motion to approve the minutes as submitted with a second from Abrams.

B. Proposed Policy for Early Entry - Johnna Watson for Katherine Hall-Hertel
Katherine Hall-Hertel worked with Human Resources to draft a policy to ensure equity in hiring practices for (i.e., higher rates of pay) for undergraduate students accepted as Early Entry students based on greater

responsibility or other differences in expectations. Please share this document (housed on the Faculty Governance website) with your departments.

C. Subcommittee for the Graduate School Dean's Annual Review

Chair Haynes asked for volunteers from within the Council to serve on this subcommittee. Godev to chair the committee with Mauer and Burfield. Canevello will serve as an alternate.

II. Report of the Dean

Dean Reynolds reminded the Council of the upcoming deadline of March 15, 2019 for nominations to the Thomas L. Reynolds Leadership Award.

Reynolds also shared that he will be providing his yearly assessment documentation in advance of the survey being facilitated by the Subcommittee for the Dean's Annual Review.

III. Discussion Topics

A. Graduate Student Funding Initiative – Johnna Watson, Graduate School

1. Creation of Graduate Student Funding Subcommittee

Johnna Watson, Graduate School, attended to ask the Council to consider having two members of the Graduate Council serve on a Graduate Student Funding Subcommittee. This Committee will be ongoing and will help support the Graduate School in developing policies affecting graduate student funding.

Chair Haynes asked the Council to discuss this in their colleges and be ready to vote at the April meeting.

IV. Course and Curriculum Proposals and Assignments

A. ARCH 8004 - Architectural History Topics

Originator: Jose Gamez

Council members: Abrams, Canevello, Haynes and Mauer

Actions needed:

1. Syllabus needs graduate grading scale.
2. Add some requirements of what is expected of students taking course 8204 as this is cross-listed with 5204.

3. There was discussion surrounding departments or programs offering doctoral courses without having an actual PhD program. This course is for doctoral students in Computer Science to provide critical theory and applied research at the intersection of design, computation and informatics. It will be taught by ARCH faculty, but the students will be from Computer Science.

Godev made a motion to approve pending revisions with a second by Lipford. The motion was unanimously approved.

B. ARCH 8050 - Architectural Elective: Connective Environments I

Originator: Jose Gamez

Council members: Abrams, Canevello, Haynes and Mauer

Actions needed:

1. As this course is cross-listed with a 6000 level Master's course, a request was made to revise the syllabus to specify different assignments for the 8050 students.

Godev made a motion to approve pending revisions with a second from Lipford. The motion was unanimously approved.

C. ARCH 8211 - Studio Lab

Originator: Jose Gamez

Council members: Abrams, Canevello, Haynes and Mauer

Actions needed:

1. Syllabus needs to include a graduate grading scale.
2. Syllabus needs to show what is expected of doctoral students in assignments since this is cross-listed with a 7000 Master's level course.
3. There is a discrepancy in the number of credit hours in the proposal 4 CH, versus 3 CH stated in the syllabus. The syllabus states that the credit hours will be distributed over the fall and spring semesters. What is the distribution between semesters?

Godev made a motion to approve pending revisions with a second from Lipford. The motion was unanimously approved.

D. ARCH 8607 - Digital Manufacturing and Robotics

Originator: Jose Gamez

Council members: Abrams, Canevello, Haynes and Mauer

Actions needed:

1. Please add a statement to the syllabus with additional requirements for doctoral students since this course is cross-listed with ARCH 5607.

Godev made a motion to approve pending revisions with a second from Lipford. The motion was unanimously approved.

E. Biotechnology - New Graduate Certificate Program

Originator: Christine Richardson

Council members: Anderson, Browne, Grover and Lipford

Motion to approve as submitted was made by Lipford with a second from Barth. The motion was unanimously approved.

F. ELED 5110 - Developing a Productive and Equitable Learning Environment

Originator: Karen Cross

Council members: Anderson, Browne, Grover and Lipford

A brief discussion took place.

A motion was made by Lipford to approve as submitted with a second from Anderson. The motion was unanimously approved.

G. ELED 5112L - Practice-Based Teaching I Lab

Originator: Karen Cross

Council members: Anderson, Browne, Grover and Lipford

A brief discussion took place. A comment was made asking that a little more clarification on the hybrid delivery method be included in the proposal/syllabus. Cross provided a response to this comment to the Council.

A motion was made by Lipford to approve as submitted with a second from Anderson. The motion was unanimously approved.

H. ELED 5210 - Essentials of Teaching Mathematics to Elem School Learners

Originator: Karen Cross

Council members: Anderson, Browne, Grover and Lipford

A motion was made by Lipford to approve as submitted with a second from Anderson. The motion was unanimously approved.

I. ELED 5312L - Practice-Based Teaching III Lab

Originator: Karen Cross

Council members: Anderson, Browne, Grover and Lipford

A motion was made by Lipford to approve as submitted with a second from Anderson. The motion was unanimously approved.

J. ENGL 5325 - Trauma and Memory in Contemporary American Literature

Originator: Lara Vetter

Council members: Abrams, Canevello, Haynes and Mauer

A motion was made by Mauer to approve as submitted with a second from Abrams. The motion was unanimously approved.

K. ENGL 6496 - Practicum in Teaching College English

Originator: Lara Vetter

Council members: Abrams, Canevello, Haynes and Mauer

A motion was made by Mauer to approve as submitted with a second from Godev. The motion was unanimously approved.

L. MATH 5226 - Mathematics of Financial Markets

Originator: Wafaa Shaban

Council members: Abrams, Canevello, Haynes and Mauer

Actions needed:

1. Needs graduate grading scale.
2. Concern was made by David Mauer in the Finance department over this course being very similar to an existing course being taught in the Finance department.

A motion was made by Lipford to approve pending revision to the syllabus with a second from Godev. The Council approved with one member opposing.

M. MATH 5228 - Actuarial Science IIA

Originator: Wafaa Shaban

Council members: Abrams, Canevello, Haynes and Mauer

Actions needed:

1. Needs Graduate Grading Scale in syllabus.
2. Needs verbiage explaining what is expected of Master's students.

The motion was made by Mauer to approve pending revisions to the syllabus with a second from Canevello. The motion was unanimously approved.

N. MATH 5229 - Actuarial Science IIB

Originator: Wafaa Shaban

Council members: Abrams, Canevello, Haynes and Mauer

Actions needed:

1. Syllabus needs graduate grading scale.
2. Needs verbiage explaining what is expected of Master's students in the syllabus.

The motion was made by Mauer to approve pending revisions to the syllabus with a second from Canevello. The motion was unanimously approved.

O. MDSK 5105 - Assessment in Teaching Career & Technical Education

Originator: Scott Kissau

Council members: Anderson, Browne, Grover and Lipford

A motion was made by Abrams to approve as submitted with a second from Lipford. The motion was unanimously approved.

P. MDSK 5204 - Equity and Education

Originator: Lan Kolano

Council members: Anderson, Browne, Grover and Lipford

Actions needed:

1. Needs a graduate grading scale added to the syllabus.

A motion was made by Abrams to approve pending a revision to the syllabus with a second from Lipford. The motion was unanimously approved.

Q. MDSK 5255 - Methods in Teaching Career & Technical Education

Originator: Scott Kissau

Council members: Anderson, Browne, Grover and Lipford

A motion was made by Abrams to approve as submitted with a second from Lipford. The motion was unanimously approved.

R. PSYC 5001 - Advanced Topics in Psychology

Originator: Jane Gaultney attended for Lori Van Wallendael

Council members: Abrams, Canevello, Haynes and Mauer

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

S. SOWK 5110 - Social Work Practice with Immigrants and Refugees

Originator: Sonyia Richardson

Council members: Abrams, Canevello, Haynes and Mauer

Actions needed:

1. Syllabus needs graduate grading scale.
2. Please communicate assignments or what is expected of graduate students in the syllabus as this course is cross-listed with an undergraduate course.

A motion was made by Barth to approve pending revisions to the syllabus with a second from Canevello. The motion was unanimously approved.

T. SPAN 5015 - Studies in Regional Literature of the Americas

Originator: Concepcion Godev

Council members: Anderson, Browne, Grover and Lipford

A motion was made by Lipford to approve as submitted with a second from Grover. The motion was unanimously approved.

- U. SPAN 5016 - Social, Political, Cultural, Economic Issues in Hispanic Literature
Originator: Concepcion Godev
Council members: Anderson, Browne, Grover and Lipford
- A motion was made by Lipford to approve as submitted with a second from Grover. The motion was unanimously approved.
- V. SPED 5370 - Culturally Responsive Positive Behavior Support
Originator: Ya-yu Lo
Council members: Barth, Burfield and Godev
- Actions needed:
1. Second line under the header at the top of syllabus needs to be changed to show only graduate.
 2. Syllabus is lacking university policy statements.
- A motion was made by Godev to approve pending revisions with a second from Mauer. The motion was unanimously approved.
- W. SPED 5372 - Planning Mathematics Instruction for Students with Exceptional Needs
Originator: Kelly Anderson
Council members: Barth, Burfield and Godev
- Actions needed:
1. A revision is requested to update the points breakdown on the graduate grading scale on the syllabus.
- A motion was made by Godev to approve pending revisions with a second from Mauer. The motion was unanimously approved.
- X. SPED 5375 - Foundations of Literacy for Students with Diverse Learning Needs
Originator: Ya-yu Lo
Council members: Barth, Burfield and Godev
- A motion was made by Godev to approve as submitted with a second from Mauer. The motion was unanimously approved.
- Y. SPED 5380 - Multiple Disabilities and Systematic Instruction

Originator: Shawnee Wakeman

Council members: Barth, Burfield and Godev

Actions needed:

1. The syllabus needs a graduate grading scale.
2. Please remove the word Undergraduate at the top of page one on the syllabus under the title.

A motion was made by Barth to approve pending revisions to the syllabus with a second from Godev. The motion was unanimously approved.

Z. SPED 5400 - Practicum: Integrated Instructional Applications in Special Education

Originator: Kelly Anderson

Council members: Barth, Burfield and Godev

Actions needed:

1. The syllabus needs a graduate grading scale.
2. Please remove the word Undergraduate at the top of page one on the syllabus under the title.

A motion was made by Barth to approve pending revisions to the syllabus with a second from Godev. The motion was unanimously approved.

AA. STAT 6228 - Short-term Actuarial Mathematics

Originator: Wafaa Shaban

Council members: Barth, Burfield and Godev

Actions needed:

1. Syllabus needs a graduate grading scale.

A motion was made by Barth to approve pending revisions to the syllabus with a second from Burfield. The motion was unanimously approved.

BB. STAT 7137 - Survival Analysis

Originator: Shaozhong Deng

Council members: Barth, Burfield and Godev

A motion was made by Barth to approve as submitted with a second from Burfield. The motion was unanimously approved.

CC. STAT 7139 - Time Series Analysis

Originator: Shaozhong Deng

Council members: Barth, Burfield and Godev

A motion was made by Barth to approve as submitted with a second from Burfield. The motion was unanimously approved.

DD. STAT 8137 - Survival Analysis

Originator: Shaozhong Deng

Council members: Barth, Burfield and Godev

A motion was made by Barth to approve as submitted with a second from Burfield. The motion was unanimously approved.

EE. STAT 8139 - Time Series Analysis

Originator: Shaozhong Deng

Council members: Barth, Burfield and Godev

A motion was made by Barth to approve as submitted with a second from Burfield. The motion was unanimously approved.

FF. Graduate Certificate Program Revision: Teaching: Foreign Language Education

Originator: Kristin Davin

Council members: Anderson, Browne, Grover and Lipford

A motion was made by Lipford to approve as submitted with a second from Mauer. The motion was unanimously approved.

GG. Graduate Certificate Program Revision: Teaching: Foreign Language Education, M.A.T.

Originator: Kristin Davin

Council members: Anderson, Browne, Grover and Lipford

A motion was made by Lipford to approve as submitted with a second from Mauer. The motion was unanimously approved.

HH.TESL 5204 - Inclusive Classrooms for Immigrant Students

Originator: Lan Kolano

Council members: Barth, Burfield and Godev

Actions needed:

1. Under the "Credit Hour Statement" on the syllabus, change hours of out-of-class work for graduate students per credit to three instead of two equaling 150 minutes per week.

A motion was made by Burfield to approve pending revisions to the syllabus with a second from Godev. The motion was unanimously approved.


V. New or Other Business

Chair Haynes discussed appointment terms for Council members, paying attention to members rotating off in June.

Also, topic of discussion at next meeting is changing the meeting time next year to 11:30am – 12:45pm to be in line with the university's instruction schedule.

The meeting adjourned at 1:55pm.

Respectfully submitted,



Next Meeting: April 2, 2019 (12:30pm – 2:00pm)

Cato 248 (Graduate School Conference Room)