

Graduate Council Meeting Minutes

May 7, 2013

Members Present: Anderson, Kelly – Special Ed and Child Development
Birdsong, Sarah - GPSG Student Representative
Davis, Christine – Communication Studies
Gray, Lee – Architecture
McGregor, Rob Roy – Economics (Graduate Council Chair)
Mostafavi, Taghi – (Computer Science, alternate for Heather Lipford, SIS)
Reynolds, Tom – Associate Provost for Graduate Programs and Dean
Smith, Stephanie Moller - Sociology
Swayne, Linda – Marketing (alternate for Peter Schwarz, Econ)
Thompson, Michael – Public Health Sciences
Walker, Judy – Atkins Library

Absent: Ojaide, Tanure – Africana Studies
Zhou, Aixi – Engineering Tech and Construction Mgmt

Also Attending: Ertunga Ozelkan – Engr (Systems Engr and Engr Mgmt)
Susan Sell – Graduate School
Johnna Watson – Graduate School
Leslie Zenk – Academic Affairs

I. Approval for the April 2, 2013 Meeting Minutes

Chair McGregor called the meeting to order. Chair McGregor called for a motion to approve the April 2, 2013 meeting minutes. There being no further discussion, the motion was made to approve the minutes as submitted. The motion was made by Swayne with a second from Davis. The motion was approved unanimously.

II. Report of the Chair

- Chair McGregor thanked the Council for the hard work they have done this year and communicated that this is his last meeting as chair.
- He introduced the incoming chair, Dr. Alan Freitag, Communication Studies department, in attendance.
- Announced that Sarah Birdsong, GPSG representative on the Graduate Council successfully defended her PhD on April 4 and will be teaching on campus next year.
- Chair McGregor recognized Susan Sell. Sell provided an update on the Graduate Academic Petition project and Degree Works applications.
 - Graduate Academic Petition - this process will replace the Special Request form and is patterned after the Undergraduate Academic Petition.
 - This will predominantly be an electronic process and will improve current challenges with illegible handwriting, wrong course numbers, wrong ID numbers, etc.
 - Testing is almost complete and hopes to have available this summer.

- Degree Works – this is a degree audit tool that over 600 schools are currently using.
- The current system being used is not effective.
- A proposal has been submitted for purchase.
- Chair McGregor recognized Leslie Zenk for any updates:
 - Zenk reported that she has been researching how other schools process their Course and Curriculum Proposals.
 - A subcommittee was formed and is looking at products for purchase.
 - They are currently exploring 4 vendor demos— products that could provide an electronic process for proposals and manage the catalog all in one.
 - Will provide an update in the fall.
 - Question raised, will it change the current process? Zenk replied that they build products based on individual school's preference.

III. Report of the Dean

- Dean Reynolds stated that Sarah Birdsong would be 1 of 64 PhD students to graduate on May 11.
- Record number of theses being processed this semester.
- One of the projects that the Council was asked to research was that of the role of the Graduate Program Director. But because of the priority for graduate program review, this project is still outstanding.
 1. The Dean stated he is currently working with an external agency, Eduventures to look at this topic along with Enrollment Management planning processes. This study will continue over the next year and some of the Council may be contacted for their input.
- Dean Reynolds thanked Dr. McGregor for the outstanding job as member and chair of the Graduate Council and awarded him with a wooden plaque to commemorate his participation as chair from 2009-2013.
- Chair McGregor thanked the Dean and communicated that there would be some interim things to complete before turning over to Dr. Freitag – one being a discussion that just took place regarding Student Learning Outcomes, an initiative of SACS. Dean Reynolds to meet with the Provost to determine at what point this process should take place in the Course and Curriculum proposal process.

IV. Graduate Course and Curriculum Proposals

A. MBA 2-15-2013: Revision of the MBA Marketing Concentration

Chair McGregor called for a motion to consider. Davis made the motion with a second from Thompson. There being no further discussion, Chair McGregor called for a motion to approve as submitted. The motion was made by Swayne with a second from Gray. The motion was approved unanimously.

B. MBA 3-17-13: Establishment of an Energy Concentration in the MBA Program

Chair McGregor called for a motion to consider. Thompson made the motion with a second from Swayne. There being no further discussion, the Chair called for a motion to approve as submitted. The motion was made by Davis with a second from Smith. The motion was approved unanimously.

C. DSBA 04-05-13: Establishment of a New Post-Baccalaureate Certificate in Data Science and Business Analytics, and a New Course, DSBA 6100 “Big Data Analytics for Competitive Advantage”

Chair McGregor called for a motion to consider. Swayne made the motion with a second from Thompson. There being no further discussion, the Chair called for a motion to approve as submitted. The motion was made by Davis with a second from Birdsong. The motion was approved unanimously.

D. EMGT 2-5-13: Establishment of MSEM Concentrations and Curriculum Revision

Chair McGregor called for a motion to consider. Thompson made the motion with a second from Swayne. A discussion took place with the following requested revisions:

- A typo on page 19, period missing after the word “control” in the proposed catalog copy.
- Each syllabus needs to include the A-B-C-U graduate grading scale.
- With the exception of the EMGT 5963 syllabus, the syllabi for the 5000-level courses need to include a description of how the graduate requirements differ from the undergraduate requirements.
- Student Learning Outcome issue – impact of revisions on program, concentration specific SLO’s
- There being no further discussion, Chair McGregor called for a motion to approve pending revisions. The motion was made by Swayne with a second from Birdsong. The motion was approved unanimously.

E. GRAD 3-29-2013: Establishment of a Bachelor’s-Master’s Program

Chair McGregor called for a motion to consider. Gray made the motion with a second from Davis. Chair McGregor gave the history of this proposal.

- It was considered a year ago as the 5th Year Program and required a long form.
- It would move through the UG and Graduate course and curriculum approval processes.
- There has been an objection that such a process is unnecessarily burdensome if the 5th year program will involve only an existing bachelor’s degree program and an existing master’s degree program, so we are revisiting the approval process.
- This new proposal includes a template that can be completed by a department that wants to set up a 5th year program involving existing bachelor’s and master’s degree programs.
- The completed template would then be submitted to the Dean of the Graduate School for review and approval.
- If the completed template is in order, the Dean of the Graduate School would approve the establishment of the 5th year program and just make the appropriate notifications.
- This streamlined approval process is similar to the process used when departments want to establish an early entry option for one of their existing graduate degree programs. The difference is students will be recruited in the senior high school and Freshmen years. They will graduate with two degrees. If they apply after Freshman year, they would be Early Entry applicants.

- This new proposal has been approved by the Undergraduate Course & Curriculum Committee.

There being no further discussion, the Chair called for a motion to approve as submitted. Smith made the motion with a second from Birdsong. The motion was approved unanimously.

F. GRAD 02-12-13: New Graduate Courses - Health Informatics Program

Chair McGregor called for a motion to consider. Thompson made the motion with a second from Swayne. There being no further discussion, Chair McGregor called for a motion to approve as submitted. The motion was made by Davis with a second from Birdsong. The motion was approved unanimously.

G. INES 02-20-2013: New Course INES 8201 "Environmental and Economic Assessment of Ecosystems"

Chair McGregor called for a motion to consider. Davis made the motion with a second from Birdsong. There being no further discussion, Chair McGregor called for a motion to approve as submitted. The motion was made by Thompson with a second from Birdsong. The motion was approved unanimously.

H. HSR 01-05-13: Revision of the Health Services Research PhD Curriculum

Chair McGregor called for a motion to consider. Davis made the motion with a second from Birdsong. Chair McGregor commented that the proposal contains two copies of the proposed catalog copy. There was also discussion whether the department meant to use such quantitative requirements (page 2, point #3). Chair McGregor asked Johnna Watson to reach out to the department (Yvette Huet) for further discussion. Chair McGregor called for a motion to approve as submitted. The motion was made by Thompson with a second from Gray. The motion was approved unanimously.

I. PSYC 9-04-12: Clinical Supervision and Consultation

Chair McGregor called for a motion to consider. Swayne made the motion with a second from Birdsong. There being no further discussion, Chair McGregor called for a motion to approve as submitted. The motion was made by Thompson with a second from Gray. The motion was approved unanimously.

V. Graduate Program Review Draft Reports Discussion

Chair McGregor gave an overview of the process:

- New process implemented this year consisting of 3 subcommittees (internal review committees) made up of Graduate Council members
- Smith suggested that the subcommittees send forward their reports and let the chair send out to the Graduate Program Directors.
- Swayne suggested that professional programs that have external accreditation need to be handled differently.
 - Those who are accredited
 - Those without accreditation
 - Broaden the definition of accredited

- Dean Reynolds - looking for additional things that SACS and an accreditation process did not cover.
 - Would like to take time to see what we've learned in this process
 - Make sure we do this the right way – make it a useful exercise
- Chair McGregor suggested that the remainder of the reports be uploaded in Active Collab and the subcommittees have an “open comment” period of one week.
- Smith suggested that next year maybe another body would act as the internal review committee.

VI. Other Business

- HIST 11-08-12: Revisions to MA History - Chair McGregor brought forward one more graduate course proposal. Chair McGregor called for a motion to consider. Swayne made the motion with a second from Davis. HIST 11-08-12 was first considered at the January 15 Graduate Council meeting. The proposal called for revisions to the catalog copy to remove and add courses (establishing special topics courses as stand-alone courses). The Council had deferred action pending receipt of additional information. Chair McGregor reported learning that the proposed revisions reflect the program that History has been delivering for the last several years. Chair McGregor has received the syllabi that were missing from the original document reviewed by the Council and will collect the library consultation, so the proposal can now move forward. Chair McGregor called for a motion to approve pending these revisions. Smith made the motion with a second from Davis. The motion was approved unanimously.

Chair McGregor called for a motion to adjourn the meeting. The motion was made by Swayne with a second from Birdsong. The meeting adjourned at 1:35pm.

Respectfully submitted,



Annette Parks
Secretary to the Graduate Council