

# Graduate Council Meeting Minutes

May 6, 2014

Members Present: Anderson, Kelly – Special Ed and Child Development  
Cherukuri, Harish – Mechanical Engineering and alternate for Aixi Zhou ETCM  
Davis, Christine – Communication Studies  
Deng, Shaozhong – Math and alternate for Cheryl Hicks, HIST  
Fodor, Anthony – Bioinformatics and Genomics  
Freitag, Alan – Communication Studies and Council Chair  
Howarth, T. Joe – GPSG Student Representative  
McCarter, Susan – Social Work  
Ogundiran, Akin – Africana Studies  
Reynolds, Tom – Associate Provost and Dean of the Graduate School  
Schwarz, Peter – Economics

Also Attending: Hall-Hertel, Katherine – Graduate School  
Sell, Susan – Graduate School  
Watson, Johnna – Graduate School  
Wyse, Matt – Academic Affairs

Absent: Gray, Lee – College of Arts + Architecture

## I. Approval for the April 1, 2014 Meeting Minutes

Chair Freitag called the meeting to order. Chair Freitag called for a motion to approve the April 1, 2014 meeting minutes as submitted. The motion was made by Davis with a second from Ogundiran. There being no further discussion, Chair Freitag called for a motion to approve the minutes as submitted. The motion was approved unanimously.

## II. Report of the Chair

Chair Freitag reported on the Dean's Annual Review Process: Subcommittee members include Ogundiran, Schwarz, Walker and Freitag.

- The Dean's Review Survey has gone out and responses are coming in.
- A reminder will be going out Wednesday and Friday to complete the survey.

Graduate Faculty By-laws:

- The By-laws have been revised but the subcommittee is not ready to present.
- One item still being researched is the number of college representatives. Proposing 2 members per college with one alternate. The challenge for colleges is providing another position.
- This is the last meeting of the spring 2014 semester. Chair Freitag thanked those members rotating off for their service to the Council.

### III. Report of the Dean

Dean Reynolds communicated that he had received two Early Entry Applications. They meet the criteria and are approved for immediate implementation.

- Health Informatics Graduate Certificate Early Entry Application
- DSBA, PSM/DSBA Graduate Certificate Early Entry Application

The Dean gave a little background on the *Responsible Conduct of Research* course that was initially required of PhD students in the STEM disciplines and implemented in 2013.

Katherine Hall-Hertel, (Graduate School) communicated that all PhD students do research, mentor and authorship and could benefit from this course. Hall-Hertel wanted to gain feedback from the Council on requiring all PhD students to take this course.

- Programs may request exemption if this course is currently being offered in their disciplines. These can be sent to Hall-Hertel.
- Would need to identify students in their first year of PhD programs.
- Is this in addition to the hours toward degree? Yes
- Can this replace electives? Yes
- What feedback have you received from GPDs? A survey was given and most all responses were positive.

Johnna Watson, Graduate School, gave an update on Graduate Enrollment Management. She presented two handouts (attached). There is an increase in application numbers for the MS in Electrical Engineering and Computer Science. Overall enrollment for the fall 2014 will probably be down.

Dean Reynolds thanked the Council for their service this year and also commended Chair Freitag for a job well done for his first year as the Chair of the Council.

### IV. Graduate Course and Curriculum Proposals

- A. ACCT 2-1-14: MACC Omnibus Curriculum Update Proposal  
Subgroup: Lee Gray, Peter Schwarz, Joe Howarth and Akin Ogundiran

A discussion took place with the following revisions requested:

- Accounting 5312 Objectives: Make sure the course names are consistent with the new course names reflected in the proposal.
- Acct 6291 some small typos Examinations Cross out 'a' three exams and insert 'on' the date.
- Are ACCT 3311 and 3312 being renumbered at the 4000-level so they will be cross-listed with the new ACCT 5311 and 5312? If not, then why not assign 6000-level numbers? There should be a statement clarifying this.

- The following statement has been added to the proposed catalog copy (p.19): "*Due to the importance of having a strong foundation in financial reporting, all MACC students should have earned a grade of B or better in Intermediate Accounting I and II.*" This language should be clarified -- the use of "should" is indefinite.
- On p.21, I recommend listing ACCT 6150 and 6160 in that order rather than listing 6150 first as it is now -- just for sequential consistency.
- The Course syllabi appear to be the undergraduate courses relabeled with the new graduate course numbers - they still reference the undergraduate course prerequisites. Should this be changed?
- Need to see syllabi and grading scale for both UG and Graduate.

There being no further discussion, a motion was made to approve the proposal pending revisions. Fodor made the motion with a second from McCarter. The motion was unanimously approved.

B. CSLG 4-10-13: New MA Graduate Course, CSLG 7146 Counseling Adolescents  
Subgroup: Lee Gray, Peter Schwarz, Akin Ogundiran, and Joe Howarth

A discussion took place with regard to the use of 7000-level courses. Satisfied with the Council's explanation on the usage, Chair Freitag called for a motion to approve the proposal as submitted. Howarth made the motion with a second from Schwarz. The motion was unanimously approved.

C. ENGR 03-06-14: Creation of ENGR 5090 Special Topics

Subgroup: Susan McCarter, Harish Cherukuri, Christine Davis and Judy Walker

Council reviewed proposal and there being no further discussion, Chair Freitag made a motion to approve the proposal as submitted. The motion was made by McCarter with a second from Anderson. The motion was unanimously approved.

D. PPOL 2-10-14b: 2<sup>nd</sup> Reading –Implement New Quantitative Skills Refresher

Subgroup: Susan McCarter, Harish Cherukuri, Christine Davis and Judy Walker

The following discussion took place with requested revisions:

- Eligibility criteria still not clear – no required attendance, but it's a pass/fail
- How is it determined who takes the class?
- Need a way to evaluate these students.
- Clarify what remedial courses are needed or appropriate.
- Previous emails indicated several items were said to have been addressed (e.g., the course numbering) yet the long form still states that a 7000 number was used, etc. Please clarify.
- Dean Reynolds has approved this course to be taught one time this fall as a special topics course.

There being no further discussion, Chair Freitag made the motion to defer approval till

the fall semester and invite Dr. Beth Rubin to the Council for further discussion in person. Fodor made the motion with a second from Howarth. The motion was approved unanimously.

E. SIS 03-27-14: HCIP 6392 Enterprise Health Information Systems

Subgroup: Anthony Fodor, Shaozhong Deng, Kelly Anderson and Alan Freitag

The following discussion took place with requested revisions:

- The syllabus needs a graduate grading scheme; it currently has an undergraduate scheme.
- An excellent proposal. Recommend adjusting the catalog copy to clarify the prerequisites; right now it reads:

"Prerequisite: Enrollment in the PSM in Health Informatics or Graduate Certificate in HI, completion of HCIP 5375 Computer Vocabularies and Programming Systems, or HCIP 5370 Health Vocabularies and Classification Systems."

This would suggest that if the student is enrolled in the PSM Certificate program, he or she need not have completed one of the other two courses. It would be better if it read: "Enrollment in the PSM...in HI **plus** completion of **either** HCIP.... Unless, of course, the former is the case.

- One typo in the proposed catalog copy: "Topics includes" should be "Topics include." In addition, why does the catalog copy begin with "Prerequisite:"?
- This is a good proposal, but this program is administered through the Graduate School, and it is an interdisciplinary degree crossing two colleges. Consequently, the signature sheet should include appropriate actions from the College of Health and Human Services. It should also include some form of consultation with the Program Director for Health Informatics.

There being no further discussion, Chair Freitag called for a motion to approve with revisions and the documentation from the College of Health and Human Services. Howarth made the motion with a second from McCarter. The motion was approved unanimously.

F. SPED 02-25-14: SPED Graduate Certificate – Adapted Curriculum Program Revision

Subgroup: Anthony Fodor, Shaozhong Deng, Kelly Anderson and Alan Freitag

A discussion took place with the following requested revisions:

- Part C Impact, anticipated enrollment - remove the strikethrough 12-15. 24 is probably not the norm.
- Proposed Catalog Copy - the full catalog description with strikethrough is not included and needs to be added.
- 5. SLO proposal reads "No. Current data collected in SPED 5279 will also be collected in SPED 5278 using a similar task and rubric. Unless the task and rubric are the same

as the program has been using - the SACS report will be impacted. Change No to Yes.

There being no further discussion, Chair Freitag called for a motion to approve pending revisions. Howarth made the motion with a second from Anderson. The motion was approved unanimously.

## **V. Other Business**

There being no further business, Chair Freitag called for a motion to adjourn. The motion was approved unanimously. The meeting adjourned at 1:30pm.

Respectfully submitted,

A handwritten signature in cursive script that reads "Annette Parks".

Annette Parks  
Secretary to the Graduate Council

**LONG-FORM PROPOSAL REVIEW DISTRIBUTION – May 6, 2014 GRADUATE COUNCIL MEETING**

Proposals	Assigned Team
<ul style="list-style-type: none"><li>• ACCT 2-1-14, MACC Omnibus Curriculum Update</li><li>• CSLG 4-10-13, CSLG 7147 Counseling Adolescents</li></ul>	<ul style="list-style-type: none"><li>• Lee Gray*</li><li>• Peter Schwarz</li><li>• Joe Howarth</li><li>• Akin Ogundiran</li></ul>
<ul style="list-style-type: none"><li>• ENGR 03-06-14, Creation of ENGR 5090 Special Topics</li><li>• PPOL 2-10-2014b, Quantitative Skills Course (revised submission)</li></ul>	<ul style="list-style-type: none"><li>• Susan McCarter*</li><li>• Harish Cherukuri</li><li>• Christine Davis</li><li>• Judy Walker</li></ul>
<ul style="list-style-type: none"><li>• SIS 03-27-14, HCIP 6392 Enterprise Health Info Systems</li><li>• SPED 02-25-14, Grad Certificate – Adapted Curriculum Program Revision</li></ul>	<ul style="list-style-type: none"><li>• Anthony Fodor*</li><li>• Shaozhong Deng</li><li>• Kelly Anderson</li><li>• Alan Freitag</li></ul>
	* = Please take lead in your team's review process.



2011	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
College of Arts and Architecture	98	4	1	9	1	0	0	2	2	5	15	25	162
College of Business	140	111	149	129	60	42	39	45	79	58	45	94	991
College of Computing and Informatics	221	125	59	56	21	20	34	73	107	43	97	172	1028
College of Education	77	102	186	198	108	110	84	70	75	97	257	106	1470
College of Engineering	143	90	66	68	24	13	25	57	66	44	104	190	890
College of Health and Human Services	165	195	55	50	16	14	10	33	65	33	46	54	736
College of Liberal Arts and Sciences	224	215	162	104	46	27	28	23	56	59	159	130	1233
Graduate School	0	0	0	0	0	0	0	0	0	1	4	1	6
Undesignated	80	23	72	85	80	67	83	106	23	44	84	61	808
<b>Total:</b>	1148	865	750	699	356	293	303	409	473	384	811	833	7324

2012	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
College of Arts and Architecture	79	6	1	8	2	1	1	0	0	1	3	17	119
College of Business	138	132	139	154	70	41	39	54	90	48	40	80	1025
College of Computing and Informatics	232	138	67	75	22	28	53	142	134	71	72	242	1276
College of Education	73	70	194	215	115	102	96	76	96	101	259	114	1511
College of Engineering	159	127	107	72	29	17	42	100	116	53	118	269	1209
College of Health and Human Services	200	190	46	34	12	7	16	27	59	27	38	73	729
College of Liberal Arts and Sciences	264	253	131	116	36	26	26	32	56	44	146	128	1258
Graduate School	2	4	1	2	2	1	2	2	6	2	1	2	27
Undesignated	62	19	66	70	77	55	55	81	26	34	60	46	651
<b>Total:</b>	1209	939	752	746	365	278	330	514	583	381	737	971	7805

2013	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
College of Arts and Architecture	68	7	3	5	2	3	3	0	0	2	1	14	108
College of Business	125	109	105	151	63	37	39	38	63	77	25	90	922
College of Computing and Informatics	297	236	119	106	26	35	77	191	200	115	126	421	1949
College of Education	70	77	167	257	121	72	91	112	108	157	171	102	1505
College of Engineering	308	242	152	103	25	20	72	151	163	94	139	409	1878
College of Health and Human Services	217	163	38	47	18	31	15	36	55	52	22	64	758
College of Liberal Arts and Sciences	216	192	137	103	41	27	44	25	58	139	93	98	1173
Graduate School	2	5	5	7	0	0	5	6	5	8	33	62	138
Undesignated	60	11	72	101	79	53	73	70	16	41	0	0	576
<b>Total:</b>	1363	1042	798	880	375	278	419	629	668	685	610	1260	9007

2014	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
College of Arts and Architecture	89	12	4	9	14								128
College of Business	123	59	106	105	9								402
College of Computing and Informatics	532	363	205	153	19								1272
College of Education	57	56	126	129	36								404
College of Engineering	427	267	207	105	23								1029
College of Health and Human Services	235	186	37	54	8								520
College of Liberal Arts and Sciences	257	164	109	99	14								643
Graduate School	68	27	97	116	21								329
<b>Total:</b>	1788	1134	891	770	144								4727

as of 5/6/14 at 9:27am

Nov 2014-migrated from AY to AP. Undesignated Applicants appear under GS.



UG Transfers-Two or more races	113	123	103	49	40	51
UG Transfers-Total	3484	3,350	3,325	1475	1,703	2,035
UG Transfers-Average SAT						995

Graduate Students	Applicants			Acceptances		
	2014	2013	2012	2014	2013	2012
Graduate Students-Nonresident Alien	3165	2,091	1,499	1040	923	759
Graduate Students-Race and Ethnicity Unknown	61	71	67	30	37	32
Graduate Students-Hispanics of any race	99	77	100	51	27	46
Graduate Students-American Indian or Alaska Native	7	18	35	1	7	11
Graduate Students-Asian	100	108	104	47	53	43
Graduate Students-Black or African American	366	311	334	149	90	109
Graduate Students-Native Hawaiian or Other Pacific Islander	2	0	0	1	0	0
Graduate Students-White	1445	1,219	1,367	771	588	629
Graduate Students-Two or more races	54	0	0	34	0	0
Graduate Students-Total	5299	3,895	3,506	2124	1,725	1,629

Submit

Reset