# Graduate Council Meeting Minutes
## April 5, 2016

Members Present:   Anderson, Kelly – Special Education and Child Development
Ge, Yaorong – Software & Information
Haldeman, Randy – Music
Haynes, Christine, History
McCarter, Susan – Social Work
Reynolds, Tom – Graduate School
Speights, Sabrina – PhD Candidate, Org Science and GPSG Student Representative
Steck, Todd – Biological Sciences
Walker, Judy – Atkins Library
Wiggins, Casper - Accounting

Absent:   Hildreth, John – Engineering Technology & Construction Management
McGregor, Rob Roy – Economics
Webster, Murray - Sociology

Also Attending:   Hall-Hertel, Katherine – Graduate School
Parks, Annette – Graduate School
Watson, Johnna – Graduate School
Wyse, Matt – Faculty Governance Assistant

I.   Report of the Chair –Vice Chair Susan McCarter
   - Approval of the March 1, 2016 Meeting Minutes:
      - Vice Chair McCarter called for a motion to approve the March 1, 2016 Graduate Council meeting minutes as submitted.  Wiggins made the motion with a second from Anderson. The motion was approved unanimously.
   - Announced revisions for proposal **CEE 20151201 Establishment of Permanent Course Numbers**, which was reviewed by the Council on March 1, 2016, received revisions on April 4th which did not allow ample time for full Council review as required. McCarter tabled the proposal until the next Council meeting on May 3rd.
   - Annual Review of Graduate School Dean Committee members:
      - John Hildreth, Susan McCarter, Todd Steck, and Judy Walker
      - Received Self-assessment and Goals for next year from the Dean
      - Meeting soon to review survey and make adjustments.

II.   Report of the Dean – Dean Tom Reynolds.
   - Announced Susan McCarter as new Graduate Council Vice Chair
      - Dean Reynolds call for a motion to approve the election of Susan McCarter as new Graduate Council Vice Chair. Wiggins made the motion with a second from Anderson. The motion was approved unanimously.
      - Dean Reynolds thanked McCarter for her willingness to serve.
      - In Chair McGregor's absence today, Vice Chair McCarter will conduct meeting
      - Infographic of the Graduate School's five year strategic plan was distributed.

- Announced his appointment as Research Integrity Officer and gave a brief description of the position and job responsibilities
- Johnna Watson gave an update on enrollment and distribution of funding. Will demonstrate eGEM and explain what is being done to increase enrollment at the department level at the May 3rd Graduate Council meeting.

## III. Course and Curriculum Proposal

### A. BISOM 01-09-2015 New Cross-listed DSBA-MBAD 6212 Enterprise Systems

A discussion took place and the following comments were shared.

- Page 4, Prerequisites listed for MBAD but not for the DSBA. Clarification is needed if prerequisites are required for DSBA, if not, the Council suggested listing that "*No Prerequisite is Required*" for clarity.

  2. Discuss prerequisites/co-requisites for course(s) including class-standing, admission to the major, GPA, or other factors that would affect a student's ability to register.

  Prerequisites: MBAD 5121 or equivalent.

- Page 9, under **Catalog Description**: Needs to indicate when the course will be offered. For example, "On Demand."

  **Catalog Description**

  This course provides graduate students with an overview of Enterprise Resource Planning (ERP). Using business cases and hands-on training with ERP tools, students will learn how ERP systems support an organization's core business processes in achieving its strategic and operational goals. The role of ERP systems in business analytics and intelligence, the configuration of ERP systems, and the methods of evaluation, selection and implementation of ERP systems will also be covered.

- Page 15, under **Catalog Copy**: Confirm course frequency; indicates offered once a year (at least initially).

  **Catalog Copy**

  **DSBA 6212. Enterprise Systems.** (3) Cross-listed as MBAD 6212. Prerequisite: MBAD 5121 or equivalent and enrolled in the MBA, DSBA, or graduate certificate programs. This course provides graduate students with an overview of Enterprise Resource Planning (ERP). Using business cases and hands-on training with ERP tools, students will learn how ERP systems support an organization's core business processes in achieving its strategic and operational goals. The role of ERP systems in business analytics and intelligence, the configuration of ERP systems, and methods of evaluation, selection and implementation of ERP systems will also be covered. (*Fall, Spring*)

Thereby hearing no further discussion, Vice Chair McCarter called for a motion to approve the proposal pending revisions. Walker made the motion with a second from Anderson. The motion was approved unanimously.

B. ECE 09-22-2014 New Graduate Course ECUR 6181-8181 Embedded Operating Systems

A discussion took place and the following comments were shared.

- Page 1, under **5. Instructional Method: Lecture**, change the word "complimented" to "complemented"

  **5.   Instructional method:** Lecture
  The instructional method is predominately professor lectures. This will be complimented by student presentations of independent design projects and invited lectures from industry professionals.

- Page 1, under **6. Means of student evaluation:,** change Ph.D to doctoral student.

  **6.   Means of student evaluation:**
  Assessment is by laboratory assignments, examinations and an independent design project. Students taking the course at the 8000 level will be assigned additional material on the literature review and the design project consistent with expectations for a Ph.D.

- Page 2, cont. from previous page, under **7. Policies that apply to this course:**, change 8090 to 6181/8181

  The 8090 listing of the course is for PhD students. For 8090, the project component of the course will include review of recently published research papers.

- Page 2, under **10. Attachments**, should read, "increasingly the RTOS of choice"

  **10.   Attachments**

  An operating system (OS) is responsible for managing the hardware resources and applications that run on a computer. A Real Time OS (RTOS) performs these tasks, but is also specially designed to run applications with strict timing requirements and a high degree of reliability. RTOSes are used in embedded applications such as consumer electronics, wired and wireless networking, industrial control, measurement, robotics, and medical devices. Linux dominates market share in embedded systems and is increasingly and RTOS of choice for soft real time applications. This course introduces graduate students to fundamentals of embedded operating systems with an emphasis on real time scheduling.

- Age of the library consultation was discussed, Judy Walker informed the Council the library holding has increased for this material and is better now than it was when the consultation was completed.
- Proposed catalog copy is missing.

Thereby hearing no further discussion, Vice Chair McCarter called for a motion to approve the proposal pending revisions. Anderson made the motion with a second from Wiggins. The motion was approved unanimously.

C. FINN 09-25-15 New course FINN 5275Corporate Risk Management

A discussion took place and the following comments were shared.

- Page 4, Clarify, any graduate program or just the Finance program. Should read "admitted to the graduate program"? The way it reads, it could mean any graduate program.

  To register for this course, students are required to be admitted to a graduate program or approved by the Finance Department.

- Page 6, MBA Program Committee consultation should be incorporated into this proposal.

  **B.** CONSULTATION WITH OTHER DEPARTMENTS OR UNITS
  We will be consulting with the MBA Program Committee regarding this proposal.

Thereby hearing no further discussion, Vice Chair McCarter called for a motion to approve the proposal pending revisions. Speights made the motion with a second from Anderson. The motion was approved unanimously.

D. <u>GEES 12-18-2015 Implementation of Interdisciplinary Quantitative methods GES-PPOL-SOCY</u>

A discussion took place, Vice Chair McCarter called for a motion to approve the proposal as submitted. Haldeman made the motion with a second from Speights. The motion was approved unanimously.

E. <u>LACS 02-08-2016 Establishment of Graduate Certificate in Languages and Culture Studies</u>

A discussion took place and the following comments were shared.

- Under **Requirements for Graduate Certificate in Languages and Culture Studies (GCLCS): English to Spanish Translating** - The three course titles are different from the catalog listing.

  **\*LANGUAGE-SPECIFIC TRANSLATION COURSES (select two of the following: 6 credit hours for Spanish)**

  | TRAN 6472 S01 | Advanced Non-Literary Translating I |
  | TRAN 6474 S01 | Advanced Non-Literary Translating II |
  | TRAN 6476 S01 | Advanced Literary and Cultural Translating |

  \*By permission of the department a student may substitute one of the core courses not taken previously or another course such as TRAN 6900: Special Topics or TRAN 6480: Professional Internship for three credit hours.

- Under **B. Justification, 1. b**.: change translation to translating for consistency.

  The LCS rubric will also position the proposed certificate to add other major world language pairs over time, e.g., English-Chinese, and English-Arabic, etc.
  b. Setting the number of credit hours for the proposed GCLCS: Translation to a uniform 12 credit hours brings all the language pairs into alignment with one another.
  The new GCLCS: Translation (English-Spanish option) will attract more students due to fewer credit hours required (12 credit hours) than the currently existing GCTTS (18 credit hours), thereby increasing its potential as a more effective recruitment vehicle for the translating concentration in our M.A. in Spanish (which constitutes around 62% of the enrollment in the M.A. itself).

- Syllabus for **TRAN 6002: Linguistics for Translators**: Under **Grading Scale**, include a summary of how grades will be determined.
  Example of a grading summary below provided as a reference.
  **Grading:** The course grade will be based on two examinations (60% of the course grade), a project (30%), and class participation (10%). The exams account for 30% each of your course grade. Your final grade will be based on the following scale:

  90 and above = A, 80 to 89 = B, 70 to 79 = C, 60 to 69 = D, less than 60 = F

- Add graduate level grading scale.
- Add, *Implementation would be effective Spring 2017*.
- Add, Meeting with the Graduate School if you would like to make changes.

Thereby hearing no further discussion, Vice Chair McCarter called for a motion to approve pending revisions. Haynes made the motion with a second from Steck. The motion was passed unanimously.

F.    REEL 12-21-15 Establishment of New Concentrations in M.Ed. in Elementary Education

A discussion took place and the following comments were shared.

- Add (3 credit hours) just to be consistent.

> **Anti-Racism in Urban Education\* (ARUE)**
>
> ELED 6250 History and Psychology of Racism
> ELED 6251 Racial Identity Development
> ELED 6252 Race in Education and Schooling
> ELED 6253 Anti-Racist Activism in Education
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>
> **Education in Instructional Systems Technology**
> EIST 6101: The Adult Learner (3)
> EIST 6100: Readings in EIST (3)
> EIST 6110: Instructional Design (3)
>
> EIST 6135: Learning, Media, Research and Technology (3)

- Add the name of the concentration to the proposal title.

> C.    **TITLE.** Establishment of *Anti-Racism in Urban Education (ARUE)* as new concentration in the Elementary Education M.Ed. program

- Under **B. Credit Hour.:** Correct sentence formatting.

> The REEL faculty has reviewed this proposal along with the College of Education
> Graduate Curriculum Committee.

There being no further discussion a motion was made to approve pending revisions. Walker made the motion with a second from Anderson. The motion was passed unanimously.

IV.    Other Business

The meeting was adjourned at 1:50pm.

The next meeting of the Graduate Council will be Tuesday, May 3, 2016.

Respectfully submitted,

Christi Skerlak

Christi Skerlak
Secretary to the Graduate Council