

# Graduate Council Meeting Minutes

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**Tuesday April 1, 2025**

**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  
Cox, Kyle – Educational Leadership  
Gall, David – Art & Art History  
Libby, Garrison – Atkins Library  
Montanaro, Erika – Psychological Science  
Tolone, Bill – Dean of the Graduate School  
Troutman, Jay – Chemistry  
Xu, Terry – Mechanical Engineering and Engineering Science

**Also Attending:** Beach, Kristen – Special Education and Child Development  
Coffey, Lauren – Graduate School  
Cottenoir, Mitch – Office of Assessment and Accreditation  
Watson, Johnna – Graduate School  
Wyse, Matt – Academic Affairs, Faculty Governance Assistant

**Absent:** Johar, Monica – Bus Information Sys and Operations Management  
O’Bruba, Ashley – GPSG Student Representative

## I. Report of the Chair - Concepcion Godev

- a. Approval of the March 11, 2025, meeting minutes

Chair Godev made a motion to vote on the March 11, 2025, meeting minutes as submitted. Allan made a motion to approve as submitted with a second from Gall. The motion was approved by a unanimous vote.

- b. Updates from Chair Godev

- i. Chair Godev reported that she reviewed 39 proposals that required minor changes and did not need to be reviewed by the council.
- ii. Chair Godev thanked the council for working efficiently to approve the new MS in Artificial Intelligence program. Eight members participated in the vote, and it was approved unanimously. There were three comments made by the council members that were added to the proposal. The council has access to view the

- proposal in Curriculog. Matt Wyse confirmed that the proposal reached the UNC system office by the deadline.
- iii. Ashley O’Bruba is taking leave and will not attend the final two meetings of the Graduate Council on April 1, 2025, and May 6, 2025. The council will still have 9 voting members.

## II. Report of the Dean - William Tolone

Dean Tolone thanked the Council for addressing the MS in Artificial Intelligence proposal in a timely manner. He also reported that members of the Graduate School attended the Conference of Southern Graduate Schools in Dallas, along with Lauren Hultquist, winner of the 2024 UNC Charlotte 3MT competition. Alyssa Martin, 2023 graduate from the MA in History program, was also on hand to receive the 2025 Master’s Thesis Award in the Fine Arts and Humanities thesis category. During her speech she expressed her gratitude to UNC Charlotte.

Dean Tolone also reported that he would be meeting with the Chancellor on April 1 to discuss enrollment. Johnna Watkins reported to the council that domestic enrollment is up year-over-year, but new international enrollment is down. This is not unique to UNC Charlotte and is occurring at universities around the country.

## III. Discussion Topics

There were no discussion topics at this meeting.

## IV. Course and Curriculum Proposals

### a. Econ 5106 - Labor Economics

Originator: Paul Gaggl, Economics

**Committee Member Assignments: Cox and Xu**

Comments:

- D8,D12, D13, D15, D16, and D19 need some additional information; D11 should align with B16; D14 is set by the graduate school
- More information is needed for section D, e.g., D8, D11, D12, D13, D14, D16 and D19

The Graduate Council Secretary will re-route the proposal to the originator to have section D filled out. Gall made a motion to approve the proposal pending the completion of section D. Cox seconded the motion. Brown abstained. The motion was approved with a majority vote.

### b. EDCI 8010 - Topics in Mathematics Education

Originator: Tina Heafner, Middle, Secondary, and K-12 Education

**Committee Member Assignments: Brown and O’Bruba**

Comments:

- D12 Examples for textbooks should be provided. D13 The grading scale is not Graduate standard.
- Chair Godev explained that since this is a topics course and will change depending on the topic, a syllabus is not required.

Allan made a motion to approve this proposal as submitted with a second from Montanaro. The Council approved by a unanimous vote.

c. EDCI 8041 - Topics in Literacy Research

Originator: Tina Heafner, Middle, Secondary, and K-12 Education

**Committee Member Assignments: Johar and Xu**

Comments:

- Information in D9 is missing. Otherwise, the proposal is good to me.
- The same as the previous proposal. Since this is a topics course and will change depending on the topic, a syllabus is not required.

Allan made a motion to approve this proposal as submitted with a second from Montanaro. The Council approved by a unanimous vote

d. EDCI 8202 - Ethnographies of Urban Schools, Communities, and Literacies

Originator: Tina Heafner, Middle, Secondary, and K-12 Education

**Committee Member Assignments: Gall and Montanaro**

Comments:

- The proposal looks good.

Brown made a motion to approve with a second from Cooper. The Council approved by a unanimous vote.

e. FINN 5161 - Financial Modeling

Originator: Dolly King, Finance

**Committee Member Assignments: Allan and Cox**

Comments:

- In general the proposal looks good. I did have one question about the prerequisite. Is it usual to have a 6000 level course serve as a prerequisite for a 5000 level course? The difference between the 4000 level version of this course and the 5000 level seems to be related to the requirements for the final project. I am wondering what the prerequisite requirements are for the 4000 level course if this is the only difference between the two courses?
- It was suggested that the prerequisite be changed to “graduate standing and permission of the instructor”.

The Graduate Council secretary will pass this suggestion to the originator. If the originator agrees, the proposal will be updated and moved forward. Gall made a motion to approve this proposal once the corrections are made with a second from Cox. Allan abstained. The Council approved by a majority decision.

f. MBAD 6150 - Foundations of FinTech

Originator: Dolly King, Finance

**Committee Member Assignments: Brown and Cooper**

Comments:

- The Proposal looks good

Brown made a motion to approve with a second from Cooper. The Council approved by a unanimous vote.

g. MSRE 6100 - Real Estate Seminar Fall

Originator: Amy Riter, Economics and Business Administration

**Committee Member Assignments: Cooper and Montanaro**

Comments:

- Missing grading guidelines.
- Sections D12-D19 missing.

The Graduate Council Secretary will re-route the proposal to the originator to have section D filled out. Cox made a motion to approve the proposal pending the completion of section D. Brown seconded the motion. The motion was approved unanimously.

h. MSRE 6211 - Student Managed Real Estate Investment Fund II

Originator: Amy Riter, Economics and Business Administration

**Committee Member Assignments: Brown and Troutman**

Comments:

- Proposal appears incomplete C4, C6 and most of section D. In B11, I just want to ask if having MSRE6210 now as a prerequisite will this be problematic for students who enter the program off-sequence. There is no indication in the description that 6211 builds on 6210
- Explanation on C4 should be provided. Section D is incomplete and more information needs to be provided as there is not a syllabus attached.

The Graduate Council Secretary will re-route the proposal to the originator to have section D filled out. Brown made a motion to approve the proposal pending the completion of section D. Allan seconded the motion. The motion was approved unanimously.

i. SPED 8478 - University Co-Teaching in Special Education and Child Development: Level II

Originator: Kristen Beach, Special Education and Child Development

**Committee Member Assignments: Gall and O'Bruba**

Comments:

- The Proposal looks good

Brown made a motion to approve with a second from Cooper. The Council approved by a unanimous vote.

j. SPED 8479 - University Co-Teaching in Special Education and Child Development: Level III

Originator: Kristen Beach, Special Education and Child Development

**Committee Member Assignments: Cooper and Johar**

Comments:

- The Proposal looks good
- Brown made a motion to approve with a second from Cooper. The Council approved by a unanimous vote.

k. SPED 8820 - Leadership in Special Education Research

Originator: Kristen Beach, Special Education and Child Development

**Committee Member Assignments: Allan and Troutman**

Comments:

- The pass/unsatisfactory does not seem to match the standard letter grade scale described in the syllabus.
- All components look good to me. I do question the course numbering as independent study x8xx rather than research x9xx.

Chair Godev made the corrections on behalf of Dr. Beach. Allan made a motion to approve this proposal as submitted with a second from Cox. The Council approved by a unanimous vote.

l. BINF 6305 - Computational Population Genetics

Originator: Cynthia Gibas, Bioinformatics

**Committee Member Assignments: Gall and Xu**

Comments:

- D14: the grading scale for graduate courses is A, B, C and U, not A, B, C and D. In addition, ranges shall be given for each grade, not 90% =A. Other than that, the proposal looks good.

Chair Godev made the corrections to the grading scale. Xu made a motion to approve this proposal as submitted with a second from Troutman. The Council approved by a unanimous vote.

m. BINF 6314 - Advanced Bioinformatics Algorithms

Originator: Cynthia Gibas, Bioinformatics

**Committee Member Assignments: Allan and Johar**

Comments:

- The proposal looks good for the most part. However, 2 textbooks are listed in first section of the proposal 1 on line and one commercially available while in the syllabus section three textbooks are listed.

The Graduate Council Secretary will contact the originator for clarification. Allan made a motion to approve this proposal pending the corrections with a second from Gall. The Council approved by a unanimous vote.

n. BINF 8305 - Computational Population Genetics

Originator: Cynthia Gibas, Bioinformatics

**Committee Member Assignments: Cox and Montanaro**

Comments:

- Only issue is a typo in D14-Grading Scale (just repeats textbook information); all other required components satisfactory

Chair Godev made the corrections to the grading scale. Cox made a motion to approve this proposal as submitted with a second from Troutman. The Council approved by a unanimous vote.

o. BINF 8314 - Advanced Bioinformatics Algorithms

Originator: Cynthia Gibas, Bioinformatics

**Committee Member Assignments: Brown and Cox**

Comments:

- B11 and D9 prereq course numbers do not match so it is unclear whether this is a Masters or BCB PhD program. Is this a Gateway, Core, or elective course in the curriculum? If it cannot be repeated are students then kicked out of the program?
- Check C4-course numbering refers to 6300 range

Chair Godev made the corrections to the prerequisites. The Graduate School Secretary will contact the originator for clarification of the textbooks. Brown made a motion to approve this proposal pending corrections with a second from Montanaro. The Council approved by a unanimous vote.

p. Bioinformatics Technology, Graduate Certificate - Revise Graduate Program

Originator: Elizabeth Cooper, Bioinformatics

**Committee Member Assignments: Troutman and Xu**

Comments:

- This proposal looks good.

Brown made a motion to approve with a second from Cooper. The Council approved by a unanimous vote.

q. DSBA 6180 - AI and Model Risk Management

Originator: SungJune Park, BISOM

**Committee Member Assignments: Brown and Johar**

Comments:

- This proposal looks good.

Brown made a motion to approve with a second from Cooper. The Council approved by a unanimous vote.

r. DSBA 6390 - Data Science and Business Analytics Project Practicum

Originator: SungJune Park, BISOM

**Committee Member Assignments: Gall and Troutman**

Comments:

- This proposal looks good.

Brown made a motion to approve with a second from Cooper. The Council approved by a unanimous vote.

s. HCIP 6275 - AI in Healthcare

Originator: Yaorong Ge, Software and Information Systems

**Committee Member Assignments: Allan and Montanaro**

Comments:

- Minor edit needed in grading section: F should be a U to be in alignment with the graduate grading policy

Chair Godev made the corrections to the grading scale. Montanaro made a motion to approve this proposal as submitted with a second from Allan. The Council approved by a unanimous vote.

## V. Other Business

There was no other business.

A motion was made to adjourn the meeting by Montanaro and seconded by all.

The meeting adjourned at 1:55 pm.

The next meeting is scheduled for May 6, 2025.

Respectfully submitted,

Daniel Jones