MINUTES
Graduate Council
February 16, 2017

Present: Ex officio: M. Gallo (Chair)

Guests: A. Bleakley, E. Fox, E. Kalajian, D. Micus

The meeting was called to order at 1:02 p.m.

1) **CALL TO ORDER – Dr. Michael Gallo**

   Dr. Gallo welcomed everyone and announced he would be working from a restructured agenda provided at all place settings. He introduced Dr. Nguyen who was present in a nonvoting capacity for Dr. Heck (Civil Engineering).

2) **MINUTES OF THE JANUARY 2017 GRADUATE COUNCIL MEETING**

   **Unanimously Approved**

   Dr. Layne reported a correction made to page three of the minutes to reflect the correct academic unit for graduate faculty appointment Dr. Morin (School of Human-Centered Design, Innovation and Art).

   The minutes of the January 19, 2017 meeting were unanimously approved on a motion by Dr. Jennings and a second by Dr. Bostater.

3) **NOMINATION COMMITTEE REPORT – Dr. Heidi Edwards**

   Dr. Gallo advised that consistent with **Graduate Policy 4.2.1**, the Chair appointed the committee earlier this month and it consists of Drs. Edwards, Carstens, and Stephane.

   Dr. Edwards reported that the nomination committee met to discuss procedure to seek nominations for Chair of Graduate Council. From there, they reached out to all voting members of Graduate Council. She reported the basic consensus was that if Dr. Gallo was willing to run, he would be the nominee. Dr. Gallo accepted the nomination.

   Consistent with **Robert’s Rules of Order**, Dr. Gallo discharged the committee because it had completed its task. He thanked Drs. Edwards, Carstens, and Stephane for their service.

   He stated that per **Robert’s Rules of Order**, the Chair is required to call for further nominations from the floor. He reaffirmed the nomination committee has nominated Dr. Gallo for Chair of Graduate Council and then called for any further nominations for chair. No further
nominations resulted.

He stated that because there were no further nominations, without objection the nominations are closed. He announced that voting will take place at next month’s meeting by written ballot to provide the opportunity for write-in candidates.

4) **INFORMATION ITEM – Idle Course Deactivation**

Dr. Gallo stated this was a follow-up to January’s meeting about deactivating courses. Liz Fox reported that of the 327 undergraduate and graduate courses that were active in Banner but have not been offered or had any registrations in the past three years, 176 were deactivated in the catalog and Banner. A list of idle courses that were deactivated was provided as part of today’s handout material and will be included in the minutes. If there is a need for an academic unit to reactivate a course, a formal request must be made to Graduate Council in the form of a memo that includes justification along with a preliminary syllabus and corresponding administrative form.

5) **INFORMATION ITEM – Change in GPA Required for COA FastTrack Applications**

Request is made by College of Aeronautics to inform Graduate Council of change in GPA required for College of Aeronautics FastTrack applications.

Dr. Gallo said the College of Aeronautics is informing Council that it is changing the minimum overall GPA for entry into its master’s degree FastTrack program from 3.4 to 3.3. This change does not require a vote by Council because FastTrack is not an academic program. Instead, it is a recruiting tool to retain our academically outstanding undergraduate students for graduate work.

A question was raised concerning what the GPA was for FastTrack. Dr. Layne clarified that the minimum required GPA differs by college and/or departments.

6) **INFORMATION ITEM – Submission Materials to Office of Graduate Programs for Graduate Council Meetings**

Dr. Gallo advised that to facilitate the preparation of submission materials for Graduate Council meetings, Office of Graduate Programs will prepare for the next academic year a link to the Curriculum Tools tab on its web site that contains submission requirement guidelines. A sample of these guidelines was provided as a separate handout.

7) **GRADUATE FACULTY APPOINTMENT – SCHMITT, Kara**

**Unanimously Approved**

Request is made by School of Human-Centered Design, Innovation and Art to appoint Dr. Kara Schmitt to the doctoral level of Graduate Faculty.

Consistent with Graduate Council practice, although the request is for appointment at the doctoral level, Dr. Schmitt’s appointment will be at the master’s level because she is external to the university.
On a motion by Dr. Martinez-Diaz and a second by Dr. Perez, the request made by School of Human-Centered Design, Innovation and Art to appoint Dr. Kara Schmitt to the master’s level of Graduate Faculty was unanimously approved.

8) GRADUATE FACULTY APPOINTMENT – BELTRAN, Esther

Unanimously Approved

Request is made by School of Human-Centered Design, Innovation and Art to appoint Dr. Esther Beltran to the doctoral level of Graduate Faculty.

Dr. Gallo said the request for Dr. Esther Beltran will be at the master’s level as well.

On a motion by Dr. Jennings and a second by Dr. Edwards, the request made by School of Human-Centered Design, Innovation and Art to appoint Dr. Esther Beltran to the master’s level of Graduate Faculty was unanimously approved.

9) CHANGING GRADUATION REQUIREMENTS – MSA Degree Program in Airport Development and Management

Item Withdrawn

The request made by College of Aeronautics to change graduation requirements for the MSA degree program in Airport Development and Management was withdrawn from the agenda at the request of the College of Aeronautics.

10) ADDING A NEW COURSE – CHM 5440 Electronic and Optical Materials

Item Withdrawn

The request made by Chemistry Department to add CHM 5440 Electronic and Optical Materials was withdrawn from the agenda at the request of the Chemistry Department.

11) ADDING A NEW MAJOR – Graduate Certificate Program in Energy Systems Engineering

Item Tabled

Request is made by Department of Civil Engineering to add graduate certificate program in Energy Systems Engineering.

Dr. Gallo explained the proposed 12-credit-hour certificate program will consist of either 12 credit hours of core courses or 9 credit hours of core courses and one 3-credit elective. Because all courses currently exist, no new courses are needed to support the proposed program.

Dr. Gallo informed members that according to Graduate Policy 4.7, graduate certificate programs are “those programs in which students take a number of regularly offered courses for credit and for which there is a specified set of admissions and completion criteria.” He reminded members that Graduate Council has discussed previously the need to specify or at least consider a minimum GPA required for the certificate. He advised that after discussing this
requirement with the proposer, the following sentence will be appended to the certificate requirements section for compliance with graduate policy: The certificate is awarded to students who complete the 12-credit-hour program with a minimum 3.0 cumulative GPA.

A motion by Dr. Webster and a second by Dr. Perez, brought the item forth for consideration.

Dr. Nguyen explained the need for this certificate program. He said the proposal has been approved by the College of Engineering Council and that the business case has been approved. This program has global origins, especially with students from oil-rich countries interested in developing solar technology. The certificate will provide industry workers with credentials.

Discussion ensued and concerns were expressed about the lack of focus in the program. It was seen as too diverse and did not have a common element. As proposed, two students earning a certificate may not have a single common course and both would have a certificate in Energy Systems Engineering. A question was raised about other FI Tech graduate certificate programs (i.e., if they were typically broad or focused). Dr. Layne clarified that the graduate certificate programs are focused (all designate a specific set of courses) and named several examples from the university catalog. Concerns were also raised about the use of 4000-level courses being used to meet certificate requirements [in light of Graduate Policy 1.9 and SACSCOC CS 3.6.1].

Dr. Gallo suggested tabling the proposed program to enable more discussion between academic departments to address concerns such as focus vs. diversity and the use of 4000-level courses. Dr. Webster agreed with the suggestion to table the item stating that there seems to be consensus on the need for a graduate certificate program, but the details need to be worked out.

On a motion by Dr. Webster and a second by Dr. Jennings, the request made by the Department of Civil Engineering to add a graduate certificate program in Energy Systems Engineering was tabled with a vote of 11 in favor of tabling the agenda item, two opposed, and three abstentions.

12) REMARKS FROM THE FLOOR

Concerns were expressed about the ambiguity and possible use of multiple undergraduate courses being used to earn a graduate certificate. It was clarified that the intent of the proposal is to allow only one 4000-level course to be used.

13) ANNOUNCEMENTS

Dr. Gallo announced that the next Graduate Council meeting is March 23, 2017, and the submission deadline for materials is March 2, 2017.

With no further business, the meeting adjourned at 1:53 p.m.

Rosemary G. Layne, Ed.D.
Director of Graduate Programs
Idle Courses Inactivated: February 2017

1. AVF 3004 COMPLEX INSTRUMENT FLIGHT TRAINING.
2. AVF 3005 TECHNICALLY ADVANCED INSTRUMENT FLIGHT TRAINING.
3. AVF 4500 COMMERCIAL PILOT CERTIFICATE AND TYPE RATING.
4. AVM 4401 INTERNATIONAL AIR COMMERCE.
5. AVT 4205 TURBINE TRANSITION AND LINE OPERATIONS.
6. BEH 5200 ELEMENTS OF EFFECTIVE ABA PRACTICE.
7. BIO 2925 FIELD BIOLOGY AND ECOLOGY/AFRICA.
8. BIO 4015 METHODS IN PROTEIN ANALYSIS.
9. BIO 5085 BIOLOGICAL IMAGING.
10. BIO 5569 GENOMIC INSTABILITY AND HUMAN DISEASE
11. BIO 5998 BIOLOGICAL RESEARCH ROTATION.
12. BUS 3510 ADVANCED COMPUTER BUSINESS APPLICATIONS.
13. BUS 3512 SYSTEMS DESIGN AND DEVELOPMENT FOR BUSINESS.
14. BUS 3700 INTRODUCTION TO LINEAR PROGRAMMING.
15. BUS 4218 ADVANCED BUSINESS LAW.
16. BUS 4509 MANAGEMENT OF DATABASE SYSTEMS.
17. BUS 4516 GLOBAL STRATEGIC MANAGEMENT OF TECHNOLOGY.
18. BUS 4532 INFORMATION SECURITY MANAGEMENT.
19. BUS 4684 SENIOR BUSINESS RESEARCH.
20. BUS 4705 FINANCE IN PRIVATELY OWNED COMPANIES.
21. BUS 4782 PRACTICUM IN BUSINESS.
22. BUS 4804 BUSINESS IN THE WESTERN HEMISPHERE.
23. CHE 4285 DESIGN OF EXPERIMENTS.
24. CHE 5252 CATALYTIC REACTOR DESIGN.
25. CHE 5572 BIOLOGICAL PROCESSES FOR WATER TREATMENT.
26. CHM 5017 PHYSICAL METHODS IN INORGANIC CHEMISTRY.
27. CHM 5114 APPLIED OPTICAL SPECTROSCOPY.
28. CHM 5119 CHEMICAL DYNAMICS.
29. CHM 5504 THEORETICAL ORGANIC CHEMISTRY.
30. CIS 5510 COMPUTER INFORMATION SYSTEMS DESIGN.
31. CIS 5520 KNOWLEDGE AND INFORMATION REPRESENTATION.
32. CIS 5810 ADVANCED INFORMATION STRUCTURING TECHNIQUES.
33. COM 0100 BASIC WRITING FOR ESL STUDENTS.
34. COM 0110 BASIC WRITING SKILLS
35. COM 3250 SCRIPTWRITING.
36. COM 4000 THESIS PREPARATION.
37. COM 4085 COMMUNICATION TECHNOLOGY: ISSUES AND APPLICATIONS.
38. COM 4225 LINGUISTICS AND WORLD LANGUAGES.
39. COM 4424 ADVANCED BUSINESS AND PROFESSIONAL COMMUNICATION.
40. COM 5002 WRITING FOR SPECIFIC PURPOSES.
41. COM 5230 ARGUMENTATION WITHIN AND ACROSS CULTURES.
42. COM 5252 SEMINAR IN MARKETING COMMUNICATION.
43. COM 5410 RHETORIC AND DISCOURSE.
44. CRM 2320 DRUGS, CRIME AND SOCIETY.
45. CRM 4107 VICTIMOLOGY.
46. CRM 4511 GRANT WRITING AND PROGRAM DEVELOPMENT IN CRIMINAL JUSTICE.
47. CSE 2234 INTRODUCTION TO SYSTEM ADMINISTRATION.
48. CSE 4257 GRAPHICAL USER INTERFACES.
49. CSE 4272 COMPUTER AND INFORMATION SECURITY.
50. CSE 4303 SPEECH RECOGNITION PROGRAMMING.
51. CSE 4410 SOFTWARE PROJECT MANAGEMENT.
52. CSE 5283 COMPUTER VISION.
53. CSE 5672 INTRODUCTION TO MALICIOUS MOBILE CODE.
54. CSE 5810 ADVANCED TOPICS IN COMPUTER SCIENCE THEORY.
55. CSE 5835 ADVANCED TOPICS IN COMPUTER NETWORKS.
56. CSE 5860 ADVANCED TOPICS IN DATABASE SYSTEMS.
57. CVE 2001 RESEARCH IN CIVIL ENGINEERING.
58. CVE 2002 RESEARCH IN CIVIL ENGINEERING.
59. CVE 2003 RESEARCH IN CIVIL ENGINEERING.
60. ECE 1001 UNDERGRADUATE RESEARCH IN ELECTRICAL OR COMPUTER ENGINEERING.
61. ECE 2001 UNDERGRADUATE RESEARCH IN ELECTRICAL OR COMPUTER ENGINEERING.
62. ECE 4226 PATTERN RECOGNITION AND DETECTION.
63. ECE 4300 SPECIAL TOPICS IN ELECTRICAL AND COMPUTER ENGINEERING.
64. ECE 4681 INTRODUCTION TO ELECTRICAL POWER SYSTEMS.
65. ECE 4800 INDEPENDENT STUDY.
66. ECE 5243 DIGITAL CONTROL SYSTEMS.
67. ECE 5246 DIGITAL SIGNAL PROCESSING 2.
68. ECE 5290 MODEL-BASED SYSTEMS ENGINEERING.
69. ECE 5310 VLSI PROCESSING.
70. ECE 5333 ANALOG IC DESIGN.
71. ECE 5528 ACOUSTICS OF AMERICAN ENGLISH SPEECH.
72. ECE 5529 AUDIO PROCESSING IN WIRELESS COMMUNICATIONS.
73. ECE 5555 WAVELET TRANSFORMS FOR IMAGE PROCESSING.
74. ECE 5684 POWER SYSTEM RELIABILITY AND PLANNING.
75. EDS 1005 INTRODUCTION TO EDUCATION.
76. EDS 1025 SPECIAL TOPICS IN EDUCATION.
77. EDS 2010 EDUCATION SEMINAR.
78. EDS 2050 EDUCATIONAL PSYCHOLOGY.
79. EDS 2501 SPECIAL TOPICS IN EDUCATION.
80. EDS 3033 MEASUREMENT AND EVALUATION.
81. EDS 3034 ASSESSMENT AND EVALUATION.
82. EDS 3095 CLINICAL AND FIELD EXPERIENCE 1.
83. EDS 3096 CLINICAL AND FIELD EXPERIENCE 2.
84. EDS 4051 METHODS AND MANAGEMENT OF MIDDLE AND HIGH SCHOOL TEACHING.
85. EDS 4071 METHODS AND STRATEGIES FOR TEACHING MIDDLE AND HIGH SCHOOL SCIENCE.
86. EDS 4090 RESEARCH SEMINAR.
87. EDS 5270 INFORMAL SCIENCE EDUCATION.
88. EDS 5272 INFORMAL SCIENCE EDUCATION INTERNSHIP.
89. EDS 5274 INFORMAL SCIENCE EDUCATION PROJECT.
90. EDS 5291 SPECIAL TOPICS IN COMPUTER EDUCATION.
91. EDS 5292 SPECIAL TOPICS IN COMPUTER EDUCATION.
92. EDS 5293 SPECIAL TOPICS IN COMPUTER EDUCATION.
93. EDS 5311 SPECIAL TOPICS IN MATHEMATICS EDUCATION.
94. EDS 5312 SPECIAL TOPICS IN MATHEMATICS EDUCATION.
95. EDS 5313 SPECIAL TOPICS IN MATHEMATICS EDUCATION.
96. EDS 5450 CASE STUDY: ENVIRONMENTAL EDUCATION.
97. EDS 5461 SPECIAL TOPICS IN ENVIRONMENTAL EDUCATION.
98. EDS 5462 SPECIAL TOPICS IN ENVIRONMENTAL EDUCATION.
99. EDS 5463 SPECIAL TOPICS IN ENVIRONMENTAL EDUCATION.
100. EDS 5595 FIELD EXPERIENCE PRACTICUM.
101. EDS 6071 STATISTICS FOR EDUCATIONAL RESEARCH 2.
102. EGN 3050 UNDERGRADUATE RESEARCH IN ENGINEERING AND APPLIED SCIENCES.
103. ENM 5340 TOPICS IN TEAM DYNAMICS AND PRODUCTIVITY.
104. ENM 5360 TOPICS IN PRODUCT DEVELOPMENT AND TECHNOLOGY STRATEGY.
105. HUM 1025 RELIGIONS OF THE WORLD 2: EASTERN RELIGIONS.
106. HUM 1540 ETHICS.
107. HUM 3015 MYTHOLOGY.
108. HUM 3150 MASTERWORKS OF MUSIC.
109. HUM 3185 SPECIAL TOPICS IN FINE ARTS.
110. HUM 3230 SHAKESPEARE AND HIS CONTEMPORARIES.
111. HUM 3275 CONTEMPORARY LITERATURE.
112. HUM 3485 SPECIAL TOPICS IN SOCIAL SCIENCE.
113. HUM 4510 RECENT ISSUES IN LOGIC.
114. HUM 5510 RECENT ISSUES IN LOGIC.
115. IDS 1010 COMMUNITY SERVICE.
116. ISC 2501 SCIENTIFIC DIVING TECHNIQUES AND CERTIFICATION.
117. ISC 3200 NONPROFIT CORPORATE OPERATIONS.
118. ISC 5016 PRESENTING SCIENCE.
119. LNG 2201 INTERMEDIATE GERMAN 1.
120. LNG 2202 INTERMEDIATE GERMAN 2.
121. MAE 4090 ROBOTICS AND AUTOMATED MANUFACTURING.
122. MAE 4270 NUCLEAR CRITICALITY AND REACTOR SAFETY.
123. MAE 4280 RADIOLOGICAL ENGINEERING.
124. MAE 4316 MECHATRONICS.
125. MAE 5270 NUCLEAR CRITICALITY AND REACTOR SAFETY.
126. MAE 5280 RADIOLOGICAL ENGINEERING.
127. MAE 5511 OPTIMAL MULTIVARIABLE FEEDBACK CONTROL 1.
128. MAE 5640 ADVANCED KINEMATICS.
129. MET 4311 NUMERICAL WEATHER AND CLIMATE PREDICTION.
130. MET 4407 MARINE METEOROLOGY.
131. MET 5301 PLANETARY BOUNDARY LAYERS.
132. MET 5311 NUMERICAL WEATHER AND CLIMATE PREDICTION.
133. MTH 1801 TRIGONOMETRY REVIEW
134. MTH 3301 FINITE DIFFERENCES AND FINITE ELEMENTS.
135. MTH 3401 INTRODUCTION TO NUMBER THEORY.
136. MTH 3993 SELECTED TOPICS ON BIOSTOCHASTICS.
137. MTH 4105 TOPOLOGY.
138. MTH 4320 NEURAL NETWORKS1.
139. MTH 4801 ADVANCED GEOMETRY.
140. MTH 5070 EDUCATIONAL STATISTICS.
141. MTH 5310 NUMERICAL METHODS FOR ORDINARY DIFFERENTIAL EQUATIONS.
142. ORP 5021 QUEUING THEORY.
143. ORP 5031 MULTIOBJECTIVE DECISION ANALYSIS.
144. ORP 5051 APPLIED EXPERT SYSTEMS.
145. ORP 5070 SEQUENCING AND SCHEDULING.
146. ORP 6030 ADVANCED TOPICS IN DECISION MODELS.
147. PED 1021 ADVANCED SAILING.
148. PED 1062 ADVANCED TENNIS.
149. PED 1081 ADVANCED GOLF.
150. PED 1154 INTRODUCTION TO OPEN-WATER DIVING.
151. PED 1155 ADVANCED OPEN-WATER DIVING.
152. PHY 1091 NANOSCIENCE/NANOTECHNOLOGY LABORATORY.
153. PHY 5035 SOLID STATE PHYSICS 1.
154. PHY 5036 SOLID STATE PHYSICS 2.
155. PHY 5096 ADVANCED LABORATORY
156. PSY 3413 SPECIAL TOPICS IN PSYCHOLOGY.
157. PSY 3414 SPECIAL TOPICS IN PSYCHOLOGY1.
158. PSY 3513 PSYCHOLOGICAL RESEARCH METHODS AND STATISTICS 2.
159. PSY 4541 CULTURE AND PSYCHOLOGY.
160. PSY 5113 PROGRAM EVALUATION.
161. PSY 5194 SEMINAR IN PLAY THERAPY.
162. PSY 5492 CURRENT TOPICS IN I/O PSYCHOLOGY.
163. PSY 5545 CLINICAL HYPNOSIS.
164. PSY 6402 CHAOS THEORY IN ORGANIZATIONS.
165. PSY 6409 CULTURAL RESEARCH APPLICATIONS IN I/O PSYCHOLOGY.
166. PSY 6584 BEHAVIORAL MEDICINE CASE CONFERENCE.
167. PSY 6585 SUPERVISION AND CONSULTATION.
168. SOC 1552 CRIME AND SOCIETY.
169. SPC 5002 INTRODUCTION TO SPACE ENVIRONMENT.
170. SPC 5090 SPECIAL TOPICS IN SPACE SYSTEMS.
171. SPC 5091 SPECIAL TOPICS IN SPACE SYSTEMS.
172. SPC 5092 SPECIAL TOPICS IN SPACE SYSTEMS.
173. SPS 5090 SPECIAL TOPICS IN OBSERVATIONAL ASTRONOMY 1.
174. SWE 5430 SOFTWARE TESTING TOOLS.
175. SWE 5510 SOFTWARE MAINTENANCE.
176. SWE 5660 SECURE SOFTWARE DEVELOPMENT.