MINUTES

Graduate Council

October 21, 2010

Present: Ex officio: M. Sohn (Chairperson), R.L. Alford

Voting Members: J. Cain, D. Carroll, J. Dshalalow, M. Gallo, J. Martinez-Diaz
G. Maul, D. Mitra, K. Mitra, H. Rassoul, T. Richardson,
V. Sharma, J. Strother, M. Tomadakis, A. Vamosi, B. Webster

Guests: M. Baloga, G. Boy, P. Hsu, E. Kalajian, C. Young

The meeting was called to order at 1:03 p.m.

1) MINUTES OF THE SEPTEMBER 2010 GRADUATE COUNCIL MEETING

This item was overlooked in error and will appear on the November agenda for approval.

2) DIRECTOR’S REPORT

The new course SYS 5390 Collaborative System Engineering was approved by Graduate Council members by electronic vote in October with 14 approvals and three no opinion votes. The course will be added to the curriculum effective Spring 2011.

3) ADDING A NEW COURSE TO THE CURRICULUM;
COM 5003 GRADUATE LEVEL-WRITING SKILLS

Item was tabled

Dr. Gallo requested Graduate Council review of the proposed course when it was sent to members via the e-mail voting process on October 13.

On a motion by Dr. Sharma and a second by Dr. Maul, the agenda item was open for discussion.

Dr. Gallo had concerns with the additional restriction listed on the Adding a New Course to the Curriculum form and the attendance policy indicated on the syllabus. He also had a concern that a comparable 4000 level course exists, and if a new course is necessary. If the new course is needed, he also wanted to know if it would be a dual numbered course. Dr. Strother noted that the attendance policy on the syllabus was listed in error and agreed that it would make sense to offer the course as a bi-level course. She stressed that the course is offered as a service to other departments whose students may need additive assistance in fine tuning writing skills for writing theses, dissertations, and journal articles in a way that best meets academic department needs. Council members had questions about curriculum design, graduate-level and developmental skills, and grading system used. Dr. Strother offered to
revise the course to address council members’ concerns. Dr. Layne suggested that once the appropriate revisions are made, the proposed course can be circulated for electronic voting. Upon reaching that agreement, the item was tabled for electronic voting.

4) REQUEST FOR GRADUATE POLICY CHANGE: Policy 1.6 Final Program Examinations

Approved

The Committee on Standards gave a unanimous recommendation to approve this policy change based on the following wording:
“A final examination is required of all thesis students (in this case called a “defense”) and in all other master’s programs with the exception of all programs in the Nathan M. Bisk College of Business and the Human Factors in Aeronautics program in the College of Aeronautics, for which there is no on-campus counterpart.”

The vote resulted in unanimous approval for the change in policy.

5) CHANGE IN GRADUATION REQUIREMENTS: MS HUMAN FACTORS IN AVIATION ONLINE DEGREE (Request to add 30 credit hour non-thesis option)

Approved

Dr. Richardson inquired if the capstone course would have a final project as a measure of assessment. Dr. Cain explained that the comprehensive capstone course requires the application of cumulative knowledge and skills acquired in prior course work. Dr. Rassoul asked for clarification of his understanding that all graduate programs require a final program exam, whether oral or written. Dr. Vamosi remarked that the main campus MBA program in the Nathan M. Bisk College of Business requires that 12 courses (including a capstone experience) are taken for the student to complete the program. Dr. Richardson also noted that capstone courses in the Extended Studies Division count as oral final program examinations because a presentation is involved.

On a motion by Dr. Rassoul and a second by Dr. Sharma the vote resulted in 14 votes in favor and one abstention.

6) CHANGE IN GRADUATION REQUIREMENTS: Expand and Re-arrange list of specializations available for MS Ocean Engineering

Approved

Dr. Maul stated that two areas of specializations were being added, Aquaculture Engineering and Ocean Energy. He also wanted to amend one area of specialization by replacing the Naval Architecture and Ocean System/Underwater Technology specialization with two separate areas of specialization: Naval Architecture and Ocean Systems/Underwater Technology.
Dr. Carroll mentioned that Dr. Lin in the Biology department is curious if the Aquaculture program will impact his course. Dr. Maul explained that he had spoken with Dr. Shenker about it and Dr. Maul is sure that it will make an impact.

On a motion by Dr. Richardson and a second by Dr. Carroll, the vote resulted in nine approvals, two opposed, and four abstentions.

7) **NEW AREA OF SPECIALIZATION: Automotive Engineering – Add an additional specialization for MS degree program in Mechanical Engineering (Includes one new course: MAE 5890)**

*Unanimously Approved*

On a motion by Dr. D. Mitra and a second by Dr. Tomadakis, the vote resulted in unanimous approval.

8) **CHANGE IN GRADUATION REQUIREMENTS: MS Chemical Engineering, MS Computer Engineering, and MS Electrical Engineering**

*Unanimously Approved*

The proposed specialization area of Biomedical Engineering in the MS programs in Chemical Engineering, Computer Engineering, and Electrical Engineering includes two new courses: BIO 5210 *Applied Physiology* and BME 5702 *Biomedical Applications in Physiology*

Dr. Gallo requested clarification of the grading system for the courses and Dr. K. Mitra confirmed that the grades to be issued for the course were in A, B, C, D, F format.

On a motion by Dr. K. Mitra and a second by Dr. Tomadakis, the vote resulted in unanimous approval.

9) **Informational item: Human-centered Design – Add a new area of research emphasis of Human-centered Design to Ph.D. Programs in Aerospace Engineering, Computer Sciences, and Operations Research**

Dr. Alford stressed the importance of accurate and consistent wording for the proposed 2011-2012 Catalog changes.

There were no remarks from the floor.

The next meeting will be held on the 3rd Thursday, November 18, 2010

With no further business, the meeting adjourned at 2:00 p.m.

Rosemary G. Layne, Ed.D.
Director of Graduate Programs