MINUTES
Graduate Council
January 19, 2012

Present: Ex officio: M. Sohn (Chairperson)

Guests: S. Bucaille, M. Grace, W. Shoaff, C. Young

The meeting was called to order at 1:01 p.m.

1) MINUTES OF THE NOVEMBER 2011 GRADUATE COUNCIL MEETING

Unanimously Approved

The minutes of the November 17, 2011 meeting were unanimously approved on a motion by Dr. Maul and a second by Dr. Sharma.

2) DIRECTOR’S REPORT (There was no Director’s Report)

3) COMMITTEE ON STANDARDS REPORT

Dr. Mitra summarized the minutes from the January 12, 2012 Committee on Standards meeting. He noted that there is a need for clarification and interpretation of Graduate Policy 1.5 Examination Committees, Master’s and Specialist Degrees. He reported the clarified statement agreed upon by present Standards meeting members. The recommendation reads as follows: “The examination committee will consist of a minimum of three graduate faculty members at least two of whom must be full-time faculty members.”

(NOTE: Subsequent to the Committee on Standards meeting Liz Fox, Catalog Director, edited the wording as follows: “The examination committee consists of at least three graduate faculty including two who are full-time.”)

4) CLARIFICATION OF GRADUATE POLICY – Submitted by Computer Sciences Department

Approved

Request is made to revise Graduate Policy 1.5 Examination Committees, Master’s and Specialist Degrees. Discussion ensued between fellow council members regarding their department interpretation of Graduate Policy 1.5. Some interpreted the policy to mean that
all three graduate faculty members must be full-time. Others interpreted it to read that only two members need to be full-time. It was also noted that the chair of a Master’s committee need not be full-time nor from the student’s home academic unit. If the committee chair is from the home academic unit and is a full-time member of the graduate faculty, then the other member from the home academic unit need not be a full-time graduate faculty member. Some members suggested adding additional language in Graduate Policy 1.5.2 to add this specificity; however, Dr. Richardson stated that we are trying to add specificity to ambiguity. The policy is flexible enough to enable the home academic unit to select committee members with the most appropriate expertise in the academic discipline. It is important to note that the outside member is “fixed” as a full-time graduate faculty member (not open to interpretation).

On a motion by Dr. Richardson and a second by Dr. Maul, the recommendation by Committee on Standards passed with 13 votes in favor, two opposed, and one abstention.

5) **ADDING A NEW MAJOR – MS and PhD Degree in Biomedical Engineering**

**Unanimously Approved**

Request is made to add an MS and PhD degree in Biomedical Engineering. Dr. Mitra stated that there is a BS degree available in Biomedical Engineering, so it would be feasible to add an MS and PhD degree program. Dr. Jennings noted an inconsistency on pages 42-43 of the graduate council packet concerning the minimum number of dissertation credits required. Dr. Mitra noted the wording should be “at least 18 shall be for dissertation registration” (rather than 24 as stated on page 42). In addition, Dr. Mitra indicated that the Course Work and Dissertation Summary wording (page 43) is modeled after current University Catalog language.

On a motion by Dr. Maul and a second by Dr. Silaghi, the vote resulted in 15 approvals, none opposed, and one abstention.

6) **CHANGING CREDITS IN A COURSE – PSY 5545 Clinical Hypnosis**

**Unanimous Vote to Table Item**

Request is made to change credits for PSY 5545 Clinical Hypnosis from three credits to two credits. A motion by Dr. Maul and a second by Dr. Sharma opened discussion. There was discussion on course content modifications not explicitly delineated in the request. Council members need to know the content modifications, how credit hours will apply to past and present program plans, and how course requirements will be changed.

Dr. Strother motioned to table this item until Dr. Steelman can provide a memo with a more specific outline or description of content modifications. Dr. Maul seconded the motion, and it was unanimously decided that this item will be tabled until more information can be gathered.
7) **NEW SPECIALIZATION – Specialization in Spacecraft Systems for MS Electrical Engineering and MS Systems Engineering**

**Unanimously Approved**

Request is made to create a specialization in Spacecraft Systems. Dr. Sohn clarified the start dates on several registrar forms. The new programs and new courses will be added to the file summer 2012, while the change in graduation requirements will be initiated in fall 2012.

There was concern about two of the new courses having the same title but having a different prefix. Ms. Young explained that it is permissible to have this, but that the advisor must be vigilant to ensure that the student does not take both courses and use them twice in his/her program plan. Dr. Dshalalow mentioned that having two course prefixes allows students in different programs course flexibility and makes the class size more populous. There were also questions about the required electives. Dr. Buaille clarified that students will choose two courses (six credit hours) from the four elective course selections. It was recommended that the degree requirements be changed to more specifically reflect this.

On a motion by Dr. Maul and a second by Dr. Strother, the vote resulted in unanimous approval.

There were no remarks from the floor.

The next meeting will be held on the 3rd Thursday, February 16, 2012.

With no further business, the meeting adjourned at 1:57 p.m.

\[Signature\]
Rosemary G. Layne, Ed.D.
Director of Graduate Programs