MINUTES
Graduate Council
January 17, 2013

Present: M. Sohn (Chairperson), M. Baloga

Ex officio: M. Sohn (Chairperson), M. Baloga


The meeting was called to order at 1:03 p.m. Dr. Sohn welcomed Dr. Pinelli as the new representative for the Department of Civil Engineering for the Spring 2013 term.

1) ADDRESS COUNCIL MEMBERS – Dr. Monica Baloga

Dr. Baloga reported progress of the ad hoc committee responsible for making recommendations concerning future membership on Graduate Council. These discussions were prompted by numerous requests to add members for new academic entities. The committee is leaning toward a structure in which each college could nominate up to three representatives. Before closure is put on a recommendation, the Dean’s Council wanted to bring the concept to their departments for feedback. Further discussion will continue and Dr. Baloga has requested feedback by the end of next week.

In response to questions raised by Council members, Dr. Baloga stated that if each college includes a maximum of three representatives (plus one Extended Studies Division representative), this will slightly reduce total membership from 17 to 16 representatives. Dr. Baloga assured council members that any change made in this procedure would ensure that everyone has had a voice in the process.

Dr. Baloga distributed the definition of a “credit hour” which is being looked at with respect to AACRAO (American Association of Collegiate Registrars and Admissions Officers) standard practices for colleges and universities. She stated that FL Tech currently falls a little short of the proposed 750 minutes of engaged learning time for a traditional one lecture credit hour. Although there is no singular accepted definition from institution to institution, Florida Tech desires to meet the top standard for a credit hour of engaged learning time. Traditional credit hours, lab hours, and distance learning definitions are on the agenda to be presented to the UGCC. Looking at holidays and breaks has been discussed as a possible solution to meet the top definition standards. Dr. Baloga stated that Graduate Council input would be solicited when needed during this process.
2) **MINUTES OF THE NOVEMBER 2012 GRADUATE COUNCIL MEETING**

*Unanimously Approved*

The minutes of the November 15, 2012 meeting were unanimously approved, including one abstention on a motion by Dr. Maul and a second by Dr. Harvey.

3) **DIRECTOR’S REPORT – Dr. Rosemary Layne**

Dr. Layne apprised council members of multiple challenges faced by the Office of Graduate Programs during the fall 2012 thesis/dissertation turn-in process. She distributed a flier with spring 2013 – fall 2013 deadline dates and asked for council members to assist in increasing visibility of deadlines as well as the offered service of thesis formatting checks. Council members suggested possible actions to increase visibility of deadline dates (email notifications sent via facforum/fitforum, listing deadlines in the academic calendar, and deadlines written into graduation letters currently sent by the Graduation Office to soon-to-be graduating students).

Discussion ensued about the thesis minimal registration process. Dr. Layne pointed out to fellow council members that the process for minimal registration is posted on the Graduate Programs website.

Dr. Layne also reminded council members that it is almost time to elect a Graduate Council Chair. Dr. Sohn reaffirmed this by noting a need for a slate with at least two or three candidates for the February Graduate Council meeting and a voting date set for March. She requested volunteers to serve on the nominating committee. Dr. Maul, Dr. Jennings, and Dr. Baarmand volunteered their services.

4) **CHANGING RESTRICTIONS IN A COURSE – MAE 5150 Computational Fluid Dynamics**

*Unanimously Approved*

The request is made by the Department of Mechanical and Aerospace Engineering to change restrictions in a course, adding prerequisites to MAE 5150 Computational Fluid Dynamics.

Dr. Mitra affirmed that no courses were being dropped; only a computer course was to be added as a prerequisite.

On a motion by Dr. Maul and a second by Dr. Strother, the request to add restrictions to a course was unanimously approved.
5) **GRADUATE FACULTY APPOINTMENT – DAVIS, Ross**

*Item Tabled*

The request is made by Biomedical Engineering to appoint Dr. Davis to the doctoral level of graduate faculty.

On a motion by Dr. Sharma and a second by Dr. Maul, discussion to appoint Dr. Davis to the doctoral level of graduate faculty was opened.

Dr. Mitra noted that this request will bring a clinical touch to the Biomedical Engineering program. Dr. Mitra also affirmed that Dr. Davis has an M.D. and Ph.D. There was concern regarding Dr. Davis’ part-time status and familiarity with Florida Tech administrative functions.

At the request of Dr. Mitra, the item was tabled.

6) **GRADUATE FACULTY APPOINTMENT – PRITCHARD, Joshua**

*Unanimously Approved at Master’s Level*

On a motion by Dr. Gallo and a second by Dr. Strother, discussion to appoint Dr. Pritchard to the doctoral level of graduate faculty was opened.

There was concern regarding Dr. Pritchard’s part-time status. It was suggested to amend the appointment from the Doctoral level to the Master’s level.

Dr. Harvey and Dr. Martinez-Diaz were in support of the amendment. The request made by the School of Psychology to appoint Dr. Pritchard to the Master’s level of the graduate faculty was unanimously approved.

7) **ADDING A NEW MAJOR – MA Degree in Professional Behavior Analysis**

*Unanimously Approved*

A request was made by the School of Psychology to add a new MA degree program in Professional Behavior Analysis. The proposed degree program includes eight new graduate courses: **BEH 5019 New Behavior Analysis Tasks to Master, BEH 5020 Current Topics in Behavior Analysis, BEH 5021 Coordinating Behavior Analysis with Psychiatric and other Medical Services, BEH 5022 Using Measurement, Graphs, and Single-Case Designs in Behavior Analysis Practice, BEH 5023 Introduction to the Experimental Analysis of Behavior, BEH 5024 Conceptual Analysis of Behavior, BEH 5026 Practicum in Professional Behavior Analysis,** and **BEH 5027 Capstone Project in Professional Behavior Analysis.**

Dr. Martinez-Diaz stressed the great need for behavior analyst certification as evidenced by the 1,900+ students enrolled in the current online program. He discussed the premise and structure of the proposed MA degree program, which includes online coursework...
and in-residence components. He also noted that due to the structure of this hybrid program, an exception to Graduate Policy 4.4 is sought to enable continuing education students to apply more than 12 semester hours of credit to this MA degree. In response to questions, Dr. Dr. Martinez-Diaz indicated the program will take 2+ years to complete. The unique structure of the program is designed to gradually ramp the students up and reward them along the way.

On a motion by Dr. Maul and second by Dr. Harvey, the request made by the School of Psychology to add a new MA degree program in Professional Behavior Analysis including the eight aforementioned new graduate courses was unanimously approved with eight votes in favor and four abstentions.

The next meeting will be held on Thursday, February 21, 2013.

With no further business, the meeting adjourned at 2:47 p.m.

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