M I N U T E S
Graduate Council
November 19, 2015

Present: Ex officio: M. Gallo (Chair), S. Koksal
Voting Members: G. Anagnostopoulos, C. Bostater, G. Boy, D. Carroll, P. Cosentino,
J. Dshalalow, H. Edwards, K. Hamed, P. Jennings, M. Kaya, Y. Liao, J.
Martinez-Diaz, E. Perez, S. Rice, T. Richardson, Y. Sharaf-Eldeen,
W. Shoaff, L. Steelman, B. Webster, F. Yuniceva

Guests: T. Conway, B. Ehrlich, E. Fox, M. Harvey, E. Kalajian, D. Micus,
H. Miller

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

1) CALL TO ORDER – Dr. Michael Gallo

Dr. Gallo referenced the restructured agenda, provided to council members at the meeting, and stated that the primary difference between the restructured version and the original agenda is the removal of three agenda items (at the request of the respective academic unit or college).

2) MINUTES OF THE OCTOBER 2015 GRADUATE COUNCIL MEETING

Unanimously Approved

The minutes of the October 15, 2015 meeting were unanimously approved on a motion by Dr. Cosentino and a second by Dr. Martinez-Diaz.

3) DIRECTOR’S REPORT – Dr. Rosemary Layne

Dr. Layne reminded council members that at the September meeting, the College of Aeronautics request to change Graduation Requirements in the PhD Aviation Sciences program and the request to add new course AVS 5301 Multicultural Team Operations, were conditionally approved with the understanding that a revised syllabus and course description would be submitted. She stated that the AVS 5301 course syllabus and description were revised to reflect an aviation component and submitted per Council’s request.

4) COMMITTEE ON STANDARDS REPORT – Dr. Theodore Richardson

Dr. Richardson reported that the Committee on Standards met on November 12, 2015 to consider the request from the College of Psychology and Liberal Arts to revise Graduate Policy 1.6 Final Program Examination, Master’s and Specialist Students to enable the proposed new online MA degree program in Organizational Leadership (online) to be added to the list of programs not
required to administer a final program examination. As stated in the minutes provided to Graduate Council members, he reported that the committee discussed assessment strategies for thesis, non-thesis and capstone experiences and concluded that the strategies described for the proposed new program were academically acceptable. The committee unanimously approved revised wording with the understanding that modifications may need to be made for consistency with Florida Tech policy style requirements.

5) **GRADUATE POLICY REVISION – Graduate Policy 1.6 Final Program Examination, Master’s and Specialist Students**

*Unanimously Approved*

Request is made by College of Psychology and Liberal Arts to revise Graduate Policy 1.6 Final Program Examination, Master’s and Specialist Students to accommodate the proposed online MA degree in Organizational Leadership. CPLA requests the addition of the Organizational Leadership to the list of programs not required to administer a final program examination (FPE).

Dr. Gallic said the Committee on Standards’ (COS) unanimous recommendation is to revise GP 1.6 as worded in the COS minutes, subject to the Catalog and Curriculum Director’s wordsmith. Because of the unanimous recommendation by the COS, this agenda item came to Council as a motion and a second, making this item open for discussion.

On a motion and a second by Committee on Standards’ unanimous recommendation, the request made by College of Psychology and Liberal Arts to revise Graduate Policy 1.6 Final Program Examination, Master’s and Specialist Students to add exception language was unanimously approved. NOTE: Attached to these minutes is the full Graduate Policy 2.6.4 with revisions approved by Graduate Council.


*Unanimously Approved*

Forensics, CSE 5232 Network Programming, CSE 5231 Computer Networks, and CSE 5211 Analysis of Algorithms.

Dr. Gallo noted changes to the forms for accuracy purposes and advised that the wording Liz Fox, Catalog and Curriculum Director, will use in the catalog to reflect a prerequisite of commensurate knowledge is “Background knowledge equivalent to <course>.”


7) **CHANGING REQUIREMENTS FOR A COURSE** - SWE 5411 Software Testing 1, SWE 5621 Software Metrics and Modeling, CSE 5694 Robotics and Artificial Intelligence

Item Tabled

Request is made by Department of Computer Sciences and Cybersecurity to change prerequisites for three courses: SWE 5411 Software Testing 1, SWE 5621 Software Metrics and Modeling, CSE 5694 Robotics and Artificial Intelligence.

On a motion by Dr. Hamed and a second by Dr. Richardson, the request made by Department of Computer Sciences and Cybersecurity to change prerequisites for SWE 5411 Software Testing 1, was opened for discussion.

Because council members requested prerequisite clarification for SWE 5411 beyond which Dr. Shoaff could provide, the agenda item was tabled with vote of 18 in favor and one abstention. No action was taken to change prerequisites for SWE 5621 Software Metrics and Modeling and CSE 5694 Robotics and Artificial Intelligence (no motion was made).

8) **CHANGING REQUIREMENTS FOR A COURSE** – CIS 5898 Projects in Computer Information Systems

Unanimously Approved

Request is made by Department of Computer Sciences and Cybersecurity to change current registration restrictions and current grading scheme from P/F to (A-F) for course
CIS 5898 Projects in Computer Information Systems.

On a motion by Dr. Cosentino and a second by Dr. Richardson, the request made by Department of Computer Sciences and Cybersecurity to change restrictions for course CIS 5898 Projects in Computer Information Systems was unanimously approved.

9) **CHANGING REQUIREMENTS FOR A COURSE** – BEH 6301 Applications of Behavior
Analysis to College Instructions

Unanimously Approved

Request is made by School of Behavior Analysis to change BEH 6301 Applications of Behavior Analysis to College Instructions course description and grade mode from S/U to letter (A-F).

On a motion by Dr. Cosentino and a second by Dr. Edwards, the request made by School of Behavior Analysis to change BEH 6301 Applications of Behavior Analysis to College Instructions course description and grade mode was unanimously approved.

10) ADDING A NEW COURSE TO THE CURRICULUM – BME 5400 Biofluid Mechanics, BME 5401 Advanced Biomechanics, BME 5700-Biomechanics-2 (withdrawn), BME 5780 Biomedical Engineering Analysis I, and BME 5781 Biomedical Engineering Analysis II

All Courses Unanimously Approved

Request is made by Department of Biomedical Engineering to add four courses: BME 5400 Biofluid Mechanics, BME 5401 Advanced Biomechanics, BME 5700-Biomechanics-2 (withdrawn), BME 5780 Biomedical Engineering Analysis I, and BME 5781 Biomedical Engineering Analysis II.

In response to a council member question, Dr. Kalajian responded that all courses brought to Engineering Council (both graduate and undergraduate) prepare an Outcome Assessment Matrix; therefore, this matrix is included with the Graduate Council request. Dr. Conway emphasized that although the undergraduate curriculum includes biofluids courses, the requested BME 5400 Biofluid Mechanics needs to be a separate (not Bi-level) course.

On a motion by Dr. Carroll and a second by Dr. Kaya, the request made by Department of Biomedical Engineering to add BME 5400 Biofluid Mechanics and BME 5401 Advanced Biomechanics was unanimously approved.

Course BME 5700 Biomechanics 2 was withdrawn by Dr. Conway’s request.

On a motion by Dr. Martinez-Diaz and a second by Dr. Hamed, the request made by Department of Biomedical Engineering to add BME 5780 Biomedical Engineering Analysis I BME 5781 Biomedical Engineering Analysis II was unanimously approved.

11) ADDING A NEW COURSE TO THE CURRICULUM – PSY 5433 Leadership Seminar

Unanimously Approved

Request is made by the School of Psychology to add course PSY 5433 Leadership Seminar.

Dr. Richardson had a concern that the proposed course may overlap material in a business course and asked if there is an equivalent course in the College of Business. Dr. Steelman responded that research in organizational behavior differs from the kind that might be taught in a business course.

On a motion by Dr. Martinez-Diaz and second by Dr. Richardson, the request made by School of Psychology to add course PSY 5433 Leadership Seminar was unanimously approved.

12) ADDING A NEW COURSE TO THE CURRICULUM – CIS 5150 Mobile Applications Design
and Implementation

Unanimously Approved

Request is made by Department of Computer Sciences & Cybersecurity to add course CIS 5150 Mobile Applications Design and Implementation.

On a motion by Dr. Bostater and a second by Dr. Martinez-Diaz, the request made by Department of Computer Sciences & Cybersecurity to add course CIS 5150 Mobile Applications Design and Implementation was unanimously approved.

13) CHANGING GRADUATION REQUIREMENTS IN A MAJOR - MS in Supply Chain Management

Item Withdrawn

Request made by College of Business to remove several courses from MS in Supply Chain Management, changing total credit hours from 36 to 30 was withdrawn at the request of Dr. Richardson.

14) CHANGING GRADUATION REQUIREMENTS IN A MAJOR - MA in Professional Behavior Analysis

Not Approved

Request is made by School of Behavior Analysis to change graduation requirements for MA in Professional Behavior Analysis, includes request to change course requirements for BEH 5027 Capstone Project in Professional Behavior Analysis.

Dr. Gallo stated that the request is to a) change the current required 3-credit course to a 1-credit course, which students would take for a total of 3 credits and, b) remove the course as a full-load course. In response to questions, Dr. Martinez-Diaz explained that each of the three credits would be required and that the course is not intended to be for variable (1-3) credits. Dr. Martinez-Diaz stated that the proposed new format will better distribute student workload as they progress through the capstone project. Concerns were voiced that there seemed to be three independent outcomes (planning, conducting research, reporting) and questioned why not three separate courses – one for each phase of the project.

On a motion by Dr. Martinez-Diaz and a second by Dr. Cosentino, the request made by School of Behavior Analysis to change graduation requirements for MA in Professional Behavior Analysis, including request to change course requirements for BEH 5027 Capstone Project in Professional Behavior Analysis was not approved with a vote of six in favor, eight opposed, and four abstentions.

15) ADDING A NEW MAJOR – Graduate Certificate Program in Flight Test Engineering

Item Withdrawn
Request made by Department of Mechanical and Aerospace Engineering to add a Graduate Certificate Program in Flight Test Engineering was withdrawn at the request of Dr. Kalajian.

16) **ADDING A NEW MAJOR – Online MA program in Organizational Leadership**

**All Courses and New Major Unanimously Approved**


On a motion by Dr. Hamed and a second by Dr. Richardson, the request made by School of Psychology to add 13 new courses was unanimously approved with a vote of 17 in favor and one abstention.

On a motion by Dr. Martinez-Diaz and a second by Dr. Richardson, the request made by School of Psychology to add an online M.A. program in Organizational Leadership was unanimously approved with a vote of 16 in favor and two abstentions.

17) **ANNOUNCEMENTS**

Dr. Gallo announced that the next Graduate Council meeting is January 21, 2016, and the submission deadline for materials is January 7, 2016.

With no further business, the meeting adjourned at 2:05 p.m.

Rosemary G. Layne, Ed.D.
Director of Graduate Programs
Final Program Examination, Master’s and Specialist Students
(Graduate Policy 1.6)

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 the programs in the Nathan M. Bisk College of Business, and any program in the College of Aeronautics or College of Psychology and Liberal Arts, for which there is no on-campus counterpart. Examinations are administered by a committee as described in the graduate policy “Examination Committees” and are normally scheduled in two-hour blocks to allow adequate time for the committee to examine each student individually. A decision that a student has passed any examination requires the unanimous consent of the committee.

Final Program Examination, Master’s and Specialist Students
(Graduate Policy 1.6)

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 the programs in the Nathan M. Bisk College of Business, and any program in the College of Aeronautics or College of Psychology and Liberal Arts, for which there is no on-campus counterpart. Examinations are administered by a committee as described in the graduate policy “Examination Committees” and are normally scheduled in two-hour blocks to allow adequate time for the committee to examine each student individually. A decision that a student has passed any examination requires the unanimous consent of the committee.