MINUTES
Graduate Council
October 15, 2015

Present: Ex officio: M. Gallo (Chair)
Guests: E. Fox, E. Kalajian, D. Micus, H. Miller, R. Mesa-Arango, S. Winter

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

1) CALL TO ORDER – Dr. Michael Gallo

Dr. Gallo noted the restructured agenda and stated the Department of Biomedical Engineering’s request to add five new courses to the curriculum was withdrawn from the agenda at their request.

2) MINUTES OF THE SEPTEMBER 2015 GRADUATE COUNCIL MEETING

Unanimously Approved

Prior to Dr. Gallo asking for a motion to approve the minutes, he noted several changes for informational purposes.

The revised minutes of the September 17, 2015 meeting were unanimously approved on a motion by Dr. Martinez-Diaz and a second by Dr. Cosentino.

3) DIRECTOR’S REPORT – Dr. Rosemary Layne

Dr. Layne reminded council members that at the September meeting, the College of Aeronautics requested council members to Change Graduation Requirements in the PhD Aviation Sciences program and to add new course AVS 5301 Multicultural Team Operations, were both conditionally approved with the understanding that a revised syllabus and course description would be submitted. She reported that the changes are in the process of being made and will be reviewed by Dr. Gallo, and presented, hopefully, at the November meeting.

There was a concern at the September meeting about the lack of cover memos submitted with departmental requests to Graduate Council. Dr. Layne said the Office of Graduate Programs appreciates the receipt of academic unit cover memos to accompany
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Graduate Council material submissions. She stated that those especially substantive and noteworthy were cover memos received from the Chemistry Department and from the Department of Computer Science & Cybersecurity. Both cover letters specify who was involved in the recommendation and provide background and contextual information to assist Council members in reaching a decision.

She stated two issues arose recently in two different colleges that were brought to the attention of the Registrar and OGP. Both concerned whether or not graduate certificates could be awarded. She distributed a spreadsheet along with **Graduate Policy 4.7 Graduate Certificate Programs** which defines certificate programs as “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.” Policy further states, “academic units wishing to offer certificate programs should provide a description of those programs in the university catalog.” The spreadsheet **Graduate Certificate Programs – 2015-2016 University Catalog** shows the admissions and completion requirements (abbreviated) as published in the current catalog for each of our 13 graduate certificate programs. A copy of the spreadsheet is attached to these minutes. Only the first and the last descriptions provided a specified set of admissions and completion criteria as required in policy. She stressed that catalog descriptions need to be consistent with policy and suggested that academic units use the descriptions for the aforementioned two graduate certificate programs as boiler plates.


*Unanimously Approved*

Request is made by Department of Physics and Space Sciences to remove all unnecessary pre- and co- requisites for graduate courses (10 total): **PHY 5017 Electromagnetic Theory I, PHY 5030 Quantum Mechanics I, PHY 5045 Introduction to Elementary Particle Physics, PHY 5082 Thermodynamics & Statistical Physics, SPS 5010 Astrophysics I: Stellar Structure and Evolution, SPS 5011 Astrophysics 2 Galactic Structure and Cosmology, SPS 5020 Space Physics I: The Low-Energy Universe, SPS 5021 Space Physics 2: The High-Energy Universe, SPS 5030 Planetary Science I: Interiors, and SPS 5031 Planetary Science II Atmospheres**.

Dr. Gallo noted changes to the forms for completeness and accuracy purposes.

On a motion by Dr. Richardson and a second by Dr. Yumiceva, the request made by
Department of Physics and Space Sciences to remove all unnecessary pre- and co- requisites for graduate courses: PHY 5017 Electromagnetic Theory I, PHY 5030 Quantum Mechanics 1, PHY 5045 Introduction to Elementary Particle Physics, PHY 5082 Thermodynamics & Statistical Physics, SPS 5010 Astrophysics 1: Stellar Structure and Evolution, SPS 5011 Astrophysics 2 Galactic Structure and Cosmology, SPS 5020 Space Physics 1: The Low-Energy Universe, SPS 5021 Space Physics 2: The High-Energy Universe, SPS 5030 Planetary Science I: Interiors, and SPS 5031 Planetary Science II Atmospheres was unanimously approved.

5) **CHANGING REQUIREMENTS FOR A COURSE - CHM 5017 Physical Methods in Inorganic Chemistry, CHM 5201 Green Chemistry, and CHM 5508 Bioorganic Chemistry**

*Unanimously Approved*

Request is made by Department of Chemistry to change requirements for courses (3 total): CHM 5017 Physical Methods in Inorganic Chemistry, CHM 5201 Green Chemistry, and CHM 5508 Bioorganic Chemistry.

On a motion by Dr. Liao and a second by Dr. Hamed, the request made by Department of Chemistry to change requirements for courses: CHM 5017 Physical Methods in Inorganic Chemistry, CHM 5201 Green Chemistry, and CHM 5508 Bioorganic Chemistry was unanimously approved.


*Unanimously Approved*


Dr. Gallo noted changes to the forms for completeness and accuracy and noted all forms that request CYB 5272 as a corequisite, will be changed so that CYB 5272 will be
listed as either a prerequisite or a corequisite per Liz Fox’s recommendation. If CYB 5272 were listed only as a corequisite, then students who took CYB 5272 previously will have to get a pre-co waiver request signed and then add the course in person at the Registration Center for each course that lists CYB 5272 as a corequisite.

On a motion by Dr. Martinez-Diaz and a second by Dr. Cosentino, the request made by Department of Computer Science and Cybersecurity to change courses in the MSIAC program: CYB 5272 Computer and Information Security, CYB 5275 Enterprise Information Security, CYB 5280 Host and Application Security, CYB 5285 Secure Operating Systems, CYB 5288 Secure Computer Systems and Organization, CYB 5290 Secure Data Communications and Networks, CYB 5665 Secure Web Services, CYB 5675 Data Mining for Cybersecurity, and CYB 5677 Biometric Authentication Technologies was unanimously approved.

7) **ADDING A NEW COURSE TO THE CURRICULUM – PSY 6414 Hierarchical Linear Modeling**

*Unanimously Approved*

Request is made by School of Psychology to add PSY 6414 Hierarchical Linear Modeling.

On a motion by Dr. Martinez-Diaz and a second by Dr. Hamed, the request made by School of Psychology to add PSY 6414 Hierarchical Linear Modeling was unanimously approved.

8) **ADDING A NEW COURSE TO THE CURRICULUM – ECE 5129 Advanced Topics in Wireless Communication Application Development, ECE 5560 Computer Systems, and ECE 5590 Android Embedded Application Development**

*Unanimously Approved*

Request is made by Department of Electrical and Computer Engineering to add three new courses: ECE 5129 Advanced Topics in Wireless Communication, ECE 5560 Computer Systems, and ECE 5590 Android Embedded Application Development.

Dr. Shoaff stated that CIS is working on creating a new mobile apps course and that it is very important to make sure material does not overlap.

On a motion by Dr. Cosentino and a second by Dr. Jennings, the request made by Department of Electrical and Computer Engineering to add new courses: ECE 5129 Advanced Topics in Wireless Communication, ECE 5560 Computer Systems, and ECE 5590 Android Embedded Application Development was unanimously approved.

9) **ADDING A NEW COURSE TO THE CURRICULUM – CVE 5061 Pavement Design**
CVE 5062 Statistical and Econometric Methods for Transportation Data Analysis, and CVE 5064 Transportation Planning

Unanimously Approved

Request is made by Department of Civil Engineering to add three new courses: CVE 5061 Pavement Design, CVE 5062 Statistical and Econometric Methods for Transportation Data Analysis, and CVE 5064 Transportation Planning.

On a motion by Dr. Edwards and a second by Dr. Jennings, the request made by Department of Civil Engineering to add new courses: CVE 5061 Pavement Design, CVE 5062 Statistical and Econometric Methods for Transportation Data Analysis, and CVE 5064 Transportation Planning was unanimously approved.

10) CHANGING GRADUATION REQUIREMENTS IN A MAJOR – MS Geo-Environmental Engineering Specialization

Unanimously Approved

Request is made by Department of Civil Engineering to remove Geo-Environmental Engineering specialization from MS program.

Dr. Cosentino explained that the department was looking to add a new area of expertise where they are stronger in statistical transportation planning.

On a motion by Dr. Hamed and a second by Dr. Richardson, the request made by Department of Civil Engineering to remove Geo-Environmental Engineering specialization from MS program was unanimously approved.

11) CHANGING GRADUATION REQUIREMENTS IN A MAJOR – MS Transportation Engineering Specialization

Unanimously Approved

Request is made by Department of Civil Engineering to add Transportation Engineering specialization to MS program.

On a motion by Dr. Kaya and a second by Dr. Cosentino, the request made by Department of Civil Engineering to add Transportation Engineering specialization to MS program was unanimously approved.

12) CHANGING GRADUATION REQUIREMENTS IN A MAJOR – MS Chemical Engineering Nonthesis Option

Unanimously Approved
Request is made by Department of Chemical Engineering to add a course-based nonthesis option to the MS Chemical Engineering program.

In response to a Council member question, Dr. Jennings confirmed that the nonthesis course option requires a passing score on an oral or written final program examination. A question was raised about who determines what type of final program exam is administered. Dr. Jennings said that the choice for either an oral or written examination is made by the department for each individual case. The department wanted to allow flexibility since these examination choices are new and there are no prior experiences in giving them.

On a motion by Dr. Hamed and a second by Dr. Jennings, the request made by Department of Chemical Engineering to add a nonthesis course-option to the MS Chemical Engineering program was unanimously approved.

13) **REMARKS FROM THE FLOOR**

Dr. Kalajian announced that he plans to form a sub-committee to look into examination procedures at other universities from the viewpoint of what we (meaning COE) are “re-examining” since students already have grades in the courses. He welcomed other colleges to join in on this.

Dr. Richardson stressed the importance of knowing learning outcomes to make sure that FL Tech is in SACS compliance. Dr. Kalajian agreed and said that this an assessment for oral and written final program examinations. He feels that this review will create a more efficient process for our faculty.

14) **ANNOUNCEMENTS**

Dr. Gallo announced that the next Graduate Council meeting is November 19, 2015, and the submission deadline for materials is November 5, 2015.

With no further business, the meeting adjourned at 1:46 p.m.

Rosemary G. Layne, Ed.D.
Director of Graduate Programs
<table>
<thead>
<tr>
<th>Council</th>
<th>Graduate Certificate Program</th>
<th>Coll</th>
<th>Dept</th>
<th>Courses</th>
<th>Admissions &amp; Completion Requirements</th>
</tr>
</thead>
<tbody>
<tr>
<td>11/15/12</td>
<td>Flight Test Evaluation 8240</td>
<td>Aero</td>
<td></td>
<td>4</td>
<td>Applicants must have earned a bachelor's degree from a regionally accredited institution. All courses must be completed with a minimum grade of C. A minimum cumulative GPA of 3.0 will be required for the certificate to be awarded.</td>
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<td>03/24/11</td>
<td>Management (online) 8250</td>
<td>CoB</td>
<td>Bus</td>
<td>4</td>
<td>(none stated)</td>
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<td>CoB</td>
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<td>Bus</td>
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<td>(none stated)</td>
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<td>Bus</td>
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<td>ESD</td>
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<tr>
<td>02/19/15</td>
<td>Acquisitions &amp; Contract Management 8271</td>
<td>CoB</td>
<td>ESD</td>
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<td>01/17/08</td>
<td>Enterprise Architecture (Systems Engineering) 8009</td>
<td>CoE</td>
<td>Eng Sys</td>
<td>4</td>
<td>Applicants must have bachelor's degree in engineering, physical sciences, computing or math from an ABET-accredited university. Students must complete four graduate-level courses listed below.</td>
</tr>
<tr>
<td>03/22/12</td>
<td>Information Assurance &amp; Cybersecurity (online) 8259</td>
<td>CoE</td>
<td>CSE</td>
<td>4</td>
<td>...requires the successful completion of four graduate-level courses in information assurance and cybersecurity. ...</td>
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<tr>
<td></td>
<td>Applied Behavior Analysis Assistant 8002</td>
<td>CPLA</td>
<td>SBA</td>
<td>5</td>
<td>...suites for those who have a bachelor's degree. Completion of the 12-credit course sequence will allow students who hold a minimum of an undergraduate degree from an accredited university and who go on to obtain the supervised field experience required by the BACB, to qualify to take the BCaBA examination. ...</td>
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<tr>
<td>03/24/05</td>
<td>Applied Behavior Analysis 8003</td>
<td>CPLA</td>
<td>SBA</td>
<td>8</td>
<td>...suites for students who have a graduate degree. Completion of the 19-credit course sequence will allow students holding a minimum of a master's degree in a BACB-accredited field from an accredited university and who go on to obtain the supervised field experience required by the BACB, to qualify for the BCBA examination. ...</td>
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<td>09/14/06</td>
<td>Marketing Communication 8006</td>
<td>CPLA</td>
<td>SAC</td>
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<td>...admissions requirements include a bachelor's degree from an accredited institution with a 3.0 GPA and two letters of recommendation.</td>
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<td>04/17/03</td>
<td>Teaching 8004</td>
<td>COS</td>
<td>DEIS</td>
<td>6</td>
<td>Applicants must have a bachelor's degree in math or science, or in an area in which state certification is sought, from an accredited college or university, and be currently teaching with temporary certification. Requires passing the six courses listed below with a GPA of at least 3.0. All courses must be taken at FI Tech.</td>
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Prepared by RGLayne 10/8/15