MINUTES
Graduate Council
November 18, 2010

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

Voting Members: J. Cain, D. Carroll, P. Cosentino, J. Dshalalow, M. Gallo,
H. Rassoul, T. Richardson, V. Sharma, J. Strother, M. Tomadakis,
A. Vamosi (by proxy), B. Webster

Guests: M. Baloga, M. Bonhomme, G. Boy, P. Hsu, R. Taylor, C. Young

The meeting was called to order at 1:00 p.m.

1) MINUTES OF THE SEPTEMBER and OCTOBER 2010 GRADUATE COUNCIL MEETINGS

Unanimously Approved

The minutes of the September 16, 2010 and October 21, 2010 meetings were approved on a motion by Dr. Maul and a second by Dr. Richardson.

2) DIRECTOR’S REPORT

Dr. Layne reminded Graduate Council members of impending graduation deadlines for final program examinations and thesis submission. She distributed the “Fall 10 – Summer 11 Main Campus Graduate Students Graduation Deadlines” prepared in collaboration with the Registrar’s Office to ensure consistency with Graduate Policy 4.10 and efficiency in graduation processing. She stated that this document is accessible on the Graduate Programs website.

She advised council members that the Office of Graduate Programs is in the process of updating the current Graduate Faculty list in collaboration with academic unit heads. She explained that the project is carried out in two phases. Phase one involves removing faculty members who have left FL Tech as well as adding new graduate faculty. Phase two (beginning March 2011) involves 3-year and 5-year reviews of graduate faculty per Graduate Policy 4.1.2. She indicated that professors emeriti who were members of the graduate faculty at the time of their retirement will remain full members of the graduate faculty. She reiterated the responsibilities of Graduate Faculty members serving at the master’s and doctoral levels.
3) **ADDING A NEW COURSE TO THE CURRICULUM: COM 5003 Preparing Academic Documents**

*Approved*

This item was tabled at the October Graduate Council meeting for course revisions requested by fellow council members. No motion was required to open the agenda item for discussion.

Dr. Strother informed fellow council members of revisions made to the course title, syllabus, and catalog description. She also noted that it will be at the discretion of the academic unit to decide whether or not the course will be accepted as part of a student’s program plan. Dr. Gallo reminded council members that Graduate Policy 2.2.2 limits the number of Pass/Fail courses to count toward the doctoral program. Dr. Layne stressed that if a student fails this course, it will affect his/her academic standing.

The vote resulted in 14 in favor, two opposed, and one abstention.

4) **ADDING A NEW COURSE TO THE CURRICULUM: MAE 6810 & HCD 6810 Life-Critical Systems**

*Approved*

It was noted that the type of grade to be issued was omitted from the Adding a New Course to the Curriculum Form. Dr. Hsu clarified that the grading system would be A, B, C, D, F. Dr. Boy explained that this course is a modern way of listing system interactions, covering topics such as safety and design, how life is modified by technology. It was also noted that there are no prerequisites because students from multiple disciplines may want to take the course. It is listed at a 6000 level so that it will attract students who are doctoral students.

On a motion by Dr. Sharma and a second by Dr. Maul, the vote resulted in 15 in favor and two abstentions.

5) **ADJUNCT GRADUATE FACULTY APPOINTMENT: Dr. Mevlut GUVENDIK**

*Unanimously Approved at MS Level*

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

6) **ADJUNCT GRADUATE FACULTY APPOINTMENT: Dr. David BREININGER**

*Item Was Removed from Agenda*

This item was removed from the agenda at the request of the Biological Sciences department. However, the agenda item sparked discussion regarding use of appropriate faculty academic ranks and corresponding functions in accordance with those specified in the
Faculty Handbook. Concerns were expressed over individuals being appointed to Graduate Faculty status without any teaching experience and/or current teaching duties.

7) CHANGE IN GRADUATION REQUIREMENTS: MS Mechanical Engineering

Unanimously Approved

The proposed specialization area of Biomedical Engineering in the MS program in Mechanical Engineering includes two new courses: BIO 5210 Applied Physiology and BME 5702 Biomedical Applications in Physiology which were approved at the October Graduate Council Meeting and will be added to the Fall spring 2011.

On a motion by Dr. Martinez-Diaz and a second by Dr. Carroll, the vote resulted in unanimous approval.

8) DEFINING A CREDIT HOUR

Dr. Baloga requested to open discussion among council members about the university’s definition of a credit hour. Initial discussions on this topic began in the Undergraduate Curriculum Committee around the same time that SAC Committee on Colleges has required each institution to provide the definition of a credit hour. U.S. Department of Education wants to have a federal definition of “credit hour” that would apply only for financial aid purposes; however, that definition has not been released to date. Dr. Baloga noted that “time in seat” cannot be the sole definition. Dr. Gallo concurred that the Florida Tech definition needs to be revised while being sensitive to all emerging delivery systems (including online and hybrid). Dr. Richardson stated that the definition should encompass synchronous and asynchronous delivery systems and that flexibility is important. Dr. Webster wondered if the term “credit hour” itself is an obsolete term. Dr. Baloga advised that the Florida Tech definition would need to be submitted by March 2011. Dr. Alford suggested that the Graduate Council Committee on Standards address this topic in January.

There were no remarks from the floor.

The next meeting will be held on the 3rd Thursday, January 20, 2011.

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

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