Minutes
Graduate Council
April 21, 2011

Present: M. Sohn (Chairperson)


Guests: G. Boy (via Skype), F. Ham, E. Kalajian, N. Nesnas, D. Platt, H. Rassoul, C. Young

The meeting was called to order at 1:04 p.m.

1) **MINUTES OF THE MARCH 2011 GRADUATE COUNCIL MEETING**

   Unanimously Approved

   The minutes of the March 21, 2011 meeting were unanimously approved on a motion by Dr. Richardson and a second by Dr. Gallo.

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

   Dr. Layne announced results of the Graduate Council Chair election. Dr. Mary Sohn was elected for another two year term. Council members joined Dr. Layne in extending thanks to Dr. Sohn for her years of service and welcoming her as Chair for the next two academic years (2011-2012 and 2012-2013).

   Dr. Layne reported on the electronic circulation of three proposed new courses. MAE 5680 *Advanced Manufacturing Processes* was approved with 14 votes, one no opinion and two no response. Dr. Layne reminded Graduate Council members that two proposed meteorology courses are still under consideration in the electronic voting process. (Following the Graduate Council meeting MET 5311 *Numerical Weather and Climate Prediction* was approved with 11 votes, 2 no opinion and 4 no response and MET 5320 *Global Climate Change* was approved with 10 votes, 3 no opinion and 4 no response).

   Dr. Layne addressed progress on the review of full-time graduate faculty. Graduate Policy 4.1.2 requires a review process to be done at five-year intervals following initial graduate faculty appointment. The process has proven to be a bit of a challenge due to the number of faculty members who need to be reviewed. In approximately two weeks, the Office of Graduate Programs is slated to electronically distribute a survey for faculty to report their professional activity and attach a current vita. Dr. Layne stressed that the success of this process is dependent on faculty signing and returning their responses in a timely fashion for
administrative review. She asked fellow Graduate Council members to give their colleagues a "head's up" of the upcoming review.

Dr. Laync stated that although Dr. Nelson was unable to be at today's meeting, he requested her to bring forth a question to Graduate Council members to obtain departmental input. Who should be listed in the catalog and why? Should an adjunct be listed? Should all adjuncts be listed? When are they removed? What about research faculty? Dr. Nelson suggested that the university may want to set parameters to address this and he would value the input of council members.

3) **GRADUATE FACULTY APPOINTMENT – Dr. Stephane BUCAILLE**

*Approved*

On a motion by Dr. Grossman and a second by Dr. Tomadakis, the vote resulted in 11 approvals, one opposed, and two abstentions.

4) **CHANGING GRADUATION REQUIREMENTS IN A MAJOR – MS Chemistry**

*Unanimously Approved*

Dr. Nesnas stated the need for a non-thesis option for the MS Chemistry degree, noting that student enrollment in the program is expected to double in the next year. This option should provide an alternative to minimize overpopulating the current physical space available in the research labs. This option is similar to the current Master's program with the exception of requiring nine credits of thesis and thesis seminar. Instead of seminar, students will take nine credits of coursework, which can be outside the department or from chemistry electives. Also, students would be required to take the proposed course CHM 5095 *Chemical Research Projects*. Dr. Nesnas explained that this course will require a final presentation, which will serve as an oral final program examination (making this request compliant with Graduate Policy 1.6- Final Program Examination, Master's and Specialist Students.)

On a motion by Dr. Sharma and a second by Dr. Tomadakis, the vote resulted in unanimous approval for the change in graduation requirements and the new course CHM 5095 *Chemical Research Projects*.

5) **NEW PROGRAM – Graduate Certificate Program (Nathan M. Bisk College of Business)**

*Unanimously Approved*

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

6) **CHANGING GRADUATION REQUIREMENTS IN A MAJOR – MS Chemical Engineering**

*Unanimously Approved*
Dr. Tomadakis explained that the proposed non-thesis option of the MS Chemical Engineering degree will require three credits of the new course CHE 5998 *Graduate Project in Chemical Engineering* and three credits of an approved elective, which may be satisfied with an additional three hours of CHE 5998. Students will also be required to pass a final program examination based on both a written report and an oral presentation on the graduate project, both of which are presented to the student's committee.

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

7) **REVISED PROGRAM – MS Chemical Engineering**

**Unanimously Approved**

On a motion by Dr. Maul and a second by Dr. Sharma, the vote resulted in unanimous approval to update requirements for the Biomedical Engineering Specialization.

8) **CHANGING RESTRICTIONS IN A COURSE – PhD Science & Mathematics Education**

**Approved**

Dr. Richardson presented a synopsis of the April 14, 2011 Committee on Standards meeting at which Dr. Layne requested the committee to review the proposed change of restrictions for EDS 6999 *Dissertation – Science Education* for consistency with Graduate Policies 2.2, 2.5 and 2.6. Minutes were provided for fellow graduate council members to review. Committee on Standards agreed that the proposal Changing Restrictions in a Course – PhD as submitted by Science/Mathematics Education (for EDS 6999 *Dissertation – Science Education*) is consistent with Graduate Policy.

On a motion by Dr. Maul and a second by Dr. Richardson, the vote resulted in 14 approvals and one abstention to approve changing restrictions in courses EDS 6070 *Statistics for Educational Research*, EDS 6000 *Readings in Educational Research*, EDS 6010 *Research Practicum* and EDS 6999 *Dissertation – Science Education*.

9) **NEW PROGRAM – PhD Human Centered Design**

**Approved**

Dr. Sohn informed Graduate Council members that Dr. Boy was available via Skype and that Dr. Ham was also present to answer any questions. Dr. Ham elaborated that because Human-Centered Design would be a highly interdisciplinary program, it is necessary to establish proper academic oversight. He referenced the memorandum of understanding in the Graduate Council packet and explained that oversight for various academic components will be provided by the College of Engineering Dean’s Office. Dr. Boy clarified the required TOEFL scores for interested student applicants is 550, as listed on page 48 of the April Graduate Council Materials
packet. Dr. Boy provided two examples of how interviews for interested applicants were conducted (one from out of state and one from another country). Dr. Boy will teach most of the courses (including five new proposed courses). However, Dr. Boy will share teaching duties with two other visiting professors from France and anticipates hiring new faculty members as well. Dr. Ham noted that the review of faculty credentials and the hiring process will not be the sole responsibility nor decision of the College of Engineering because this process must be done in conjunction with others. Dr. Boy noted that courses HCD 6999 Dissertation and HCD 6899 Final Semester Dissertation will need to be created and added to the curriculum.

On a motion by Dr. Maul and a second by Dr. Baarmand, the vote resulted in six approvals and seven abstentions to approve the new program and five new courses HCD 6820 Advanced Interaction Media, HCD 6830 Cognitive Engineering and Human-Centered Design, HCD 6840 Complexity Analysis for Human-Centered Design, HCD 6850 Organization Design and Management for Human-Centered Design, and HCD 6860 Modeling and Simulation.

10) **ITEM OF INFORMATION – MS in ABA, ABA & OBM, & OBM**

Dr. Martinez-Diaz informed fellow graduate council members of his impending request to change graduation requirements for the MS in ABA, ABA & OBM, and OBM as a result of major changes in Behavior Analyst Certification Board (BACB) requirements to take effect for students graduating after Summer term 2014. He, along with Dean Kenkel will begin the review process and make necessary revisions as needed during Summer 2011 for consideration at the September 2011 Graduate Council meeting.

11) **ITEM OF INFORMATION – Change in Academic Oversight MS/IT & MS/CIS Programs**

Dr. Richardson informed fellow graduate council members about changes in academic oversight in the MS/IT and MS/CIS degree programs. The academic oversight for the MS/IT program will move from the Extended Studies Division of the Nathan M. Bisk College of Business to the Information Technology Management / Information Systems unit of the Nathan M. Bisk College of Business effective Fall 1 2011. The MS/CIS program, both Melbourne and online, will move from the Virtual Campus of Extended Studies Division to the School of Computing in the College of Engineering effective Summer 2011.

There were no remarks from the floor.

The next meeting will be held on the 3rd Thursday, September 15, 2011.

With no further business, the meeting adjourned at 2:24 p.m.

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