MINUTES
Graduate Council
April 18, 2013

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

Voting Members: D. Carroll, S. Cusick, E. Dshalalow, M. Harvey,
P. Jennings, G. Maul, K. Mitra, J.P. Pinelli, T. Richardson,
V. Sharma, M. Silaghi, J. Strother, A. Vamosi, B. Webster

Guests: R. Alford, J. Cain, E. Fox, L. Irving, S. Koksal, J. Martinez-Diaz,
L. Mayron, G. Nelson, N. Nesnas, M. Tomadakis, C. Young

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

1) ADDRESS COUNCIL MEMBERS – Dr. Monica Baloga

Dr. Baloga opened her remarks with a welcome to Dr. Gallo who was present to co-chair the graduate council meeting with Dr. Sohn. He will serve his first term as Graduate Council Chair beginning with the September 2013 meeting.

Dr. Baloga thanked Dr. Sohn for her 10 years of service as Graduate Council Chair. Dr. Layne read a proclamation dedicated to Dr. Sohn in honor of her tenure. She was then presented with a personalized desk clock as a gesture of gratitude.

2) MINUTES OF THE MARCH 2013 GRADUATE COUNCIL MEETING

Unanimously Approved

The minutes of the March 28, 2013 meeting were unanimously approved on a motion by Dr. Sharma and a second by Dr. Silaghi.

3) DIRECTOR'S REPORT – Dr. Rosemary Layne

Dr. Layne reported that three proposed new courses were circulated electronically in March and April for consideration by Council Members.

The first course, from the Department of Computer and Electrical Engineering, ECE 5529 Audio Processing in Wireless Communications, was approved with a vote of 14 in favor, one no opinion, and two no response.

Two proposed new courses were requested from Biomedical Engineering; BME 5310 Cardiovascular Engineering was approved with 15 votes in favor and two no opinion.
BME 5900 Biomedical Engineering Seminar was requested for Graduate Council review by Dr. Vamosi and was placed on today’s Graduate Council Agenda (item 12).

4) **COMMITTEE ON STANDARDS REPORT**

**Unanimously Approved**

Dr. Richardson reported Committee on Standards’ unanimous recommendation for approval of requirements for a preliminary syllabus that should be included in material submitted to Graduate Council with the Adding a New Course to the Curriculum form. The following requirements for a preliminary syllabus were approved for immediate implementation.

- Course title, number, credit hours.
- Prerequisite course(s)/ requirements.
- Foundational knowledge/skills (optional).
- Overview of course: course description (not catalog description).
- General course goal. (For example, what competencies/skills/knowledge are students expected to demonstrate at the end of the course?)
- Primary or required books/readings for the course.
- Supplemental or optional books/readings.
- Other materials such as software, clickers, lab equipment, software etc. (optional)
- Grading policy (Describe how students will be graded. Clarify preliminary weighting of course components. If bi-level course, provide distinction between undergraduate/graduate requirements).
- Tentative list of topics.

Due to time constraints, the Committee on Standards will reconvene at a later date to discuss two additional items: Graduate Policy 4.12 Dismissal for Misconduct, Graduate Programs and Graduate Policy 1.11.7 Appeals from Second and Subsequent Dismissals.

5) **GRADUATE FACULTY APPOINTMENT – WINE, Byron**

**Unanimously Approved**

The request is made by the School of Psychology to appoint Dr. Byron Wine to the Masters level of Graduate Faculty.

On a motion by Dr. Harvey and a second by Dr. Maul, the request made by the School of Psychology to appoint Dr. Byron Wine to the Masters level of Graduate Faculty was unanimously approved.
6) GRADUATE FACULTY APPOINTMENT – HINTZE, Paul

Unanimously Approved

The request is made by the Department of Chemical Engineering to appoint Dr. Paul Hintze to the Masters level of Graduate Faculty.

On a motion by Dr. Harvey and a second by Dr. Maul, the request made by the Department of Chemical Engineering to appoint Dr. Paul Hintze to the Masters level of Graduate Faculty was unanimously approved.

7) CHANGING RESTRICTIONS AND CREDITS IN A COURSE – BIO 5537 Applied Technology

Unanimously Approved

The request is made by the Department of Biological Sciences to change the restriction of one semester as well as the credit amount from 6 hours to 3-6 hours for course BIO 5537 Applied Technology.

Dr. Carroll explained that credit amount was at a fixed six credits and there was a need to modify that set amount to provide flexibility in student scheduling. Council members requested that the statement “May be repeated for a maximum of 6 credits” be added to the course description. Discussion ensued about how to monitor the number of times a student was allowed to take this course and it was determined that students could take the course once for six credits or twice at three credits each for a total of six credit hours spanned over two different terms. Ms. Young added that the academic department would need to enforce these parameters.

On a motion by Dr. Jennings and a second by Dr. Strother, the request made by the Department of Biological Sciences to change the restriction of one semester and credit amount from 6 hours to 3-6 hours for course BIO 5537 Applied Technology was unanimously approved.
8) **CHANGING GRADUATION REQUIREMENTS IN A MAJOR – MA Degree in Professional Behavior Analysis**

Unanimously Approved

The request is made by the School of Psychology to add new course: **BEH 5025 Intensive Practicum in Professional Behavior Analysis**. Students may take a total of nine credits of either **BEH 5025** or **BEH 5026**, or a combination of **BEH 5025** and **BEH 5026**.

Dr. Martínez-Díaz explained that this change in program requirements allows students more time with their supervisor and that this is the preference of agencies. This request allows a more manageable workload for employees. He stated that the catalog description will vary slightly from that of **BEH 5026**.

On a motion by Dr. Harvey and a second by Dr. Sharma, the request made by the School of Psychology to approve and add the new course **BEH 5025**, along with changing graduation requirements for the MA degree in Professional Behavior Analysis was unanimously approved.

9) **CHANGING GRADUATION REQUIREMENTS IN A MAJOR – PsyD Degree in Clinical Psychology**

Unanimously Approved

The request is made by the School of Psychology to change graduation requirements by adding a new elective course **PSY 6539 Death and Dying** to the PsyD Clinical Psychology program.

On a motion by Dr. Harvey and a second by Dr. Maul, the request made by the School of Psychology to change graduation requirements by adding a new elective course **PSY 6539 Death and Dying** to the PsyD Clinical Psychology program was unanimously approved.
10) **CHANGING RESTRICTIONS IN A COURSE – AVT 5000 *Airspace Safety***

**Unanimously Approved**

The request is made by the College of Aeronautics to change restrictions in AVT 5000 *Airspace Safety* to remove current restriction.

Dr. Cusick explained that this course had been used as a deficiency course. The CoA has outgrown this restriction and most students now need this course. CoA wants students to use this course as part of their program plan.

On a motion by Dr. Maul and a second by Dr. Harvey, the request made by the College of Aeronautics to change restrictions in AVT 5000 *Airspace Safety* to remove current restriction was unanimously approved.

11) **CHANGING GRADUATION REQUIREMENTS IN A MAJOR – MS in Information Assurance and Cybersecurity***

**Unanimously Approved**

The request is made by the Department of Computer Science to add new courses to the curriculum, change elective choices, and change restrictions in a course. This includes proposed two new deficiency courses: CYB 5015 *Fundamentals of Programming for Cybersecurity* and CYB 5017 *Fundamentals of Mathematics for Cybersecurity*; changes of elective choices from only CYB elective choices to CYB, CSE, and SWE elective choices; and Changing Restrictions in a Course to request prerequisite changes for four courses: CYB 5288 *Secure Computer Systems*, CYB 5660 *Secure Software Development*, CYB 5675 *Data Mining for Cybersecurity*, and CYB 5678 *Cryptography and Information Hiding*.

Dr. Dshalalow confirmed that CYB 5017 would be a distinctive new course because Mathematical Sciences does not have the same course. Dr. Sohn added that this is a specialized deficiency course built around a discipline relevant to the students in that area.

On a motion by Dr. Silaghi and a second by Dr. Jennings, the requests made by the Department of Computer Science to add new courses to the curriculum, change elective choices, and change restrictions in a course were unanimously approved.

12) **ADDDING A NEW COURSE TO THE CURRICULUM – BME 5900 *Biomedical Engineering Seminar***

**Unanimously Approved**

The request is made by Biomedical Engineering to add new course BME 5900 *Biomedical Engineering*.
Dr. Mirra explained that this course was designed for zero credit and is based on attendance. Dr. Sohn added that courses like this exist in the Chemistry Department as well and are graded as satisfactory/unsatisfactory. Dr. Vamosi appreciated the explanation and rationale behind the course.

On a motion by Dr. Maul and a second by Dr. Richardson, the request made by Biomedical Engineering to add new course BMF 5900 Biomedical Engineering was unanimously approved.

13) REMARKS FROM THE FLOOR

It was stated that Dr. Sohn will be greatly missed. She thanked the Graduate Council members again for the lovely gifts and for being such a pleasure to work with.

Dr. Layne mentioned that Committee on Standards has agreed to meet one more time in the near future regarding time sensitive items noted in item 4 above. Dr. Jennings and Dr. Strother suggested that if Committee on Standards makes a unanimous recommendation regarding Graduate Policies 4.12 and 1.11.7, Council members can vote electronically on these policies over the summer. Dr. Layne agreed to submit for an electronic vote.

The next meeting will be held on Thursday, September 19, 2013.

With no further business, the meeting adjourned at 1:51 p.m.

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