MINUTES
Graduate Council
November 16, 2017

Present: Ex officio: M. Gallo (Chair), R. Bonhomme
Voting Members: W. Allen, C. Bashur, D. Carroll, D. Carstens, N. Daher (via phone),
J. Dshalalow, H. Edwards, H. Heck, P. Jennings, Y. Liao, J. Martinez-Diaz,
E. Perez, J. Perez, P. Sahoo (non-voting) for C. Bostater, L. Steelman,
A. Stephane, B. Webster, M. Wilde (non-voting) for Y. Sharaf-Elddeen

Guests: E. Fox, R. Sippel

The meeting was called to order at 1:03 p.m.

1) CALL TO ORDER – Dr. Michael Gallo

Dr. Gallo welcomed everyone and announced he would be working from a restructured
agenda.

2) MINUTES OF THE OCTOBER 2017 GRADUATE COUNCIL MEETING

Unanimously Approved

The minutes of the October 19, 2017 meeting were unanimously approved on a motion by
Dr. Carstens and a second by Dr. Jennings.

3) CHANGING GRADUATION REQUIREMENTS – MS Degree Programs in Information
Technology, IT – Database Administration

MS in Information Technology Unanimously Approved

MS in Information Technology – Cybersecurity Unanimously Approved

MS in Information Technology – Database Administration Approved

Request is made by Bisk College of Business to change graduation requirements by
removing MGT 5000 and MGT 5002 from core curriculum and updating core and/or directive
electives courses for MS degrees in Information Technology, IT – Cybersecurity, and IT –
Database Administration.

Dr. Gallo said the request was to change graduation requirements in the MS Information
Technology program and two related programs, Cybersecurity and Database Administration.
Because these were three different programs (each has its own major code), and the changes were not the same, each were reviewed separately.

Dr. Gallo introduced the first program, MS in Information Technology and the proposed changes in graduation requirements to remove MGT 5000 Financial Accounting and MGT 5002 Corporate Finance as core requirements and make MGT 5151 Database Systems Management a core requirement rather than a directed elective. These actions will have a net effect of decreasing the core requirements to 21 credit hours from the current 24 credit hours, and increasing the directed electives to 12 credit hours from the current 9 credit hours. The overall total credits remain the same at 33 credit hours.

On a motion by Dr. Carroll and a second by Dr. Bashur, the request made by Bisk College of Business to change graduation requirements for MS degree in Information Technology was unanimously approved.

Dr. Gallo introduced the second program, the MS in Information Technology—Cybersecurity. The proposed changes in graduation requirements are to remove MGT 5000 Financial Accounting and MGT 5002 Corporate Finance as core requirements and replace them with MGT 5151 Database Systems Management and MGT 5152 Computer Systems Administration.

On a motion by Dr. E. Perez and a second by Dr. J. Perez, the request made by Bisk College of Business to change graduation requirements for MS degree in Information Technology—Cybersecurity was unanimously approved with 15 votes in favor and one abstention.

Dr. Gallo introduced the third program, MS in Information Technology—Database Administration and the proposed changes in graduation requirements to include removing MGT 5000 Financial Accounting and MGT 5002 Corporate Finance as core requirements and replace them with MGT 5150 Management of Software Systems and MGT 5152 Computer Systems Administration.

Discussion ensued regarding the rationale for making a database course an elective in a program titled “Database Administration” and a question of why the courses are “directive electives” when all three need to be taken.

On a motion by Dr. E. Perez and a second by Dr. Edwards, the request made by Bisk College of Business to change graduation requirements for MS degree IT – Database Administration was approved with 15 votes in favor and one opposed.

4) **CHANGING GRADUATION REQUIREMENTS – PhD Degree Programs in Physics and in Space Sciences**

**Unanimously Approved**

Request is made by Department of Physics and Space Sciences to change graduation requirements for PhD programs in Physics and in Space Sciences by changing the minimum number of required credit hours beyond the bachelor’s degree from 75 to 72.

Dr. Gallo said the change involves eliminating one 3-credit formal course from each program. Although these are different programs, because the requested changes were identical and there were no objections, they were reviewed collectively.
A question was raised about the minimum number of formal course work credit hours. Dr. J. Perez responded that this request was to match other PhD programs offered at the university. Dr. Gallo added that this request is commensurate with Graduate Policy 2.2.2 and that different departments can require additional hours beyond the minimum credits required.

On a motion by Dr. J. Perez and second by Dr. Bashur, the request made by Department of Physics and Space Sciences to change graduation requirements for PhD programs in Physics and in Space Sciences by changing the minimum number of required credit hours beyond the bachelor’s degree from 75 to 72 was unanimously approved.

5) **ADDING A NEW COURSE – BIO 5621 Marine Mammal Studies in the Pacific Northwest**

**Unanimously Approved**

Request is made by Department of Biological Sciences to add new dual-numbered course BIO 5621 *Marine Mammal Studies in the Pacific Northwest*.

Dr. Gallo said this proposed new dual-numbered course will complement the corresponding undergraduate course, BIO 3621, recently approved by the Undergraduate Curriculum Committee.

Questions were raised as to when this course was offered, coursework rigor for graduate students, and the rationale for this new dual-numbered course. Dr. Carroll said the course will be offered during the summer term and that graduate students will have a higher level of coursework rigor by completing an independent research project. He said the graduate students will be required to read more journal articles and present them to undergraduate students in the course. Dr. Carroll said that having two different courses would not be practical due to the synchronous nature of the course timeline. There will be two different scoring rubrics between graduate and undergraduate students taking this dual-numbered course.

A question was raised about the differences between bi-level and dual-numbered courses. Dr. Layne provided copies of a handout listing definitions of bi-level and dual-numbered courses.

On a motion by Dr. Carroll and a second by Dr. Edwards, the request made by Department of Biological Sciences to add new dual numbered course BIO 5621 *Marine Mammal Studies in the Pacific Northwest* was unanimously approved.

6) **ADDING A NEW COURSE – CSE 5645 Analytics for Time Series Data, CSE 5646 Analytics for Textual Data, CSE 5647 Analytics for Network Data, and CSE 5648 Analytics for Visual Data**

**Unanimously Approved**

Request is made by School of Computing to add four new courses: CSE 5645 *Analytics for Time Series Data*, CSE 5646 *Analytics for Textual Data*, CSE 5647 *Analytics for Network Data*, and CSE 5648 *Analytics for Visual Data*. 
Since there were no objections, Dr. Gallo brought forth all four courses as a block for discussion.

Dr. Allen said he is not sure how often the proposed new four courses will be offered; however, the goal is to offer two courses in the fall and two in the spring. A question was raised about the material covered in CSE 5645 Analytics for Time Series Data. Dr. Allen assured all present that there was no material or course overlap with courses in the Department of Mathematical Sciences. He said this course focuses on using software analysis for statistical interpretation.

On a motion by Dr. Martinez-Diaz and a second by Dr. Allen, the request made by School of Computing to add four new courses: CSE 5645 Analytics for Time Series Data, CSE 5646 Analytics for Textual Data, CSE 5647 Analytics for Network Data, and CSE 5648 Analytics for Visual Data was unanimously approved.

7) **CHANGING GRADUATION REQUIREMENTS – Graduate Certificate in Data Science**

**Unanimously Approved**

Request is made by School of Computing to change graduation requirements for Graduate Certificate in Data Science by adding four courses to list of approved elective courses.

Dr. Gallo said this certificate program is a 12-credit program partitioned into a fixed 9-credit core and a 3-credit elective, which currently contains two courses. The addition of the four proposed courses will increase the list of elective courses to six.

On a motion by Dr. E. Perez and a second by Dr. Carroll, the request made by School of Computing to change graduation requirements for Graduate Certificate in Data Science by adding four courses to list of approved elective courses was unanimously approved.

8) **ADDING A NEW COURSE AND CHANGING GRADUATION REQUIREMENTS – MAE 5806 Dynamics and Robotics of Spacecraft Rendezvous and Capture for the MS degree program in Aerospace Engineering with the specialization “Flight Mechanic and Controls”**

**Both Unanimously Approved**

Request is made by Department of Mechanical and Aerospace Engineering to add new course MAE 5806 Dynamics and Robotics of Spacecraft Rendezvous and Capture and to add the proposed new course to the core courses in the MS degree program in Aerospace Engineering with specialization “Flight Mechanic and Controls.”

Dr. Gallo noted that subsequent to the submission of this request, the catalog description given on p. 36 was changed by the academic unit and approved by Liz Fox, Manager of Catalog and Curriculum. The approved catalog description was provided on the agenda.

Second, the preliminary syllabus given on p. 37 was missing the course description, which is a required component of preliminary syllabi and is different from the catalog description. Dr. Wilde prepared this description earlier this week.
On a motion by Dr. Carroll and a second by Dr. E. Perez, the request made by Department of Mechanical and Aerospace Engineering to add new course MAE 5806 Dynamics and Robotics of Spacecraft Rendezvous and Capture was unanimously approved.

Dr. Gallo said the Department of Mechanical and Aerospace Engineering also is requesting that this new course be added to the list of core courses for the MS degree program in Aerospace Engineering with the specialization “Flight Mechanic and Controls.” Per program requirements, students, in consultation with their advisor, select three courses (9 hours) from this list of core courses. The current list contains six courses; the addition of MAE 5806 will make it seven.

On a motion by Dr. Bashur and a second by Dr. Jennings, the request made by Department of Mechanical and Aerospace Engineering to add new course MAE 5806 Dynamics and Robotics of Spacecraft Rendezvous and Capture to the list of electives for the MS degree program in Aerospace Engineering with the specialization “Flight Mechanic and Controls” was unanimously approved.

9) **REMARKS FROM THE FLOOR**

Dr. Martinez-Diaz announced that if he takes leave in spring 2018, Dr. Weatherly will be present in his stead at the next Graduate Council meeting.

10) **ANNOUNCEMENTS**

Dr. Gallo announced that the next Graduate Council meeting is January 18, 2018, and the submission deadline for materials is January 4, 2018. He said be aware that Liz Fox, Manager of Catalog and Curriculum, has advised that the January 2018 meeting is the deadline for submission of materials for the 2018–2019 University Catalog.

Dr. Gallo wished everyone a safe and happy Thanksgiving as well as a peaceful and relaxing semester break.

With no further business, the meeting adjourned at 1:37 p.m.

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