MINUTES
Graduate Council
February 20, 2020 (revised 2/25/2020)

Present: Ex officio: M. Gallo
Voting Members: W. Allen, C. Bostater, D. Carroll, D. Carstens, H. Edwards, V. Follette,
T. Kiguradze, J. Martinez-Diaz, E. Perez, J. Perez, B. Webster
Guests: M. Baarmand, E. Fox, C. Johnston, R. Peverati, M. Ruane

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

1) CALL TO ORDER – Dr. Michael Gallo

Dr. Gallo announced that he would be working from a restructured agenda.

2) MINUTES OF THE JANUARY 2020 GRADUATE COUNCIL MEETING

Unanimously Approved

The minutes of the January 23, 2020 meeting were unanimously approved (with one abstention) on a motion by Dr. Carstens and a second by Dr. J. Perez.

3) NOMINATION COMMITTEE REPORT – Dr. Debbie Carstens

Dr. Gallo advised that consistent with Graduate Policy 4.2.1, he appointed the nomination committee earlier this month to prepare a slate of candidates for Chair of Graduate Council for a minimum two-year term (beginning Fall 2020). The nomination committee consists of Drs. Bostater, Carstens and Edwards.

Dr. Carstens reported that the nomination committee met on February 11, 2020 to discuss a process to seek nominations for Chair of Graduate Council. On behalf of the committee, she emailed Graduate Council voting members on February 11 asking for nominations. The two nominees that came forward and accepted the nomination were Dr. David Carroll and Dr. Heidi Edwards.

Consistent with Robert’s Rules of Order, Dr. Gallo discharged the committee because it had completed its task. He thanked Drs. Bostater, Carstens, and Edwards for their time and contribution to this process.

He stated that per Robert’s Rules of Order, the Chair is required to call for further nominations from the floor. Given that there were no further nominations for Chair of Graduate Council, then, without objection the nominations were closed. Voting will take place at the March 2020 meeting by written ballot to provide the opportunity for write-in candidates.

4) CHANGING GRADUATION REQUIREMENTS –PhD Degree Program in Chemistry – Information Item
Request is made by the Department of Biomedical and Chemical Engineering and Sciences to inform Graduate Council that it has decided to withdraw its request to add the requirement to pass a “written entrance examination” for the PhD degree program in Chemistry (9031) as originally proposed at the January 2020 Graduate Council meeting.

Dr. Gallo advised that this is a tabled item from the January meeting. He stated that the department hereby informs Council that it has decided to withdraw the request to pass a written entrance examination. Instead, the department has decided to modify the catalog description and as a result of this withdrawal, the tabled item is now considered an information item and no Council action is required.

Dr. Peverati added that the internal faculty committee for the Chemistry PhD revision are not making any changes to the graduation requirements that requires students to pass “the cumulative written exams.” Dr. Layne referenced the new catalog description that requires “each new doctoral student to comply with the specific program guidelines” and wanted to make sure that the guidelines do not include hidden requirements such as a graduation requirement to publish a journal article. Dr. Peverati confirmed that the program guidelines will not have hidden requirements; rather, the guidelines are procedural and will explain how the cumulative exams will happen.

5) **CHANGING GRADUATION REQUIREMENTS – MS Degree Program in Meteorology**

*Unanimously Approved*

Request is made by the Department of Ocean Engineering and Marine Sciences to change graduation requirements for its MS degree program in Meteorology by removing the required course MET 5001 *Principles of Atmospheric Science.*

Dr. Gallo advised that because this change will reduce the number of required credit hours from 12 to 9, the department will apply these 3 credit hours to elective courses so the change will not impact the total credits required for graduation. He advised that the department has flagged MET 5001 as an idle course because it has not been taught since 2015. As a result, the course will not be published in the catalog or made available for registration, but it could be republished and reactivated at a later date.

On a motion by Dr. E. Perez and a second by Dr. Allen, the request made by Department of Ocean Engineering and Marine Sciences to change graduation requirements for its MS degree program in Meteorology by removing required course MET 5001 *Principles of Atmospheric Science* was unanimously approved.

6) **CHANGING GRADUATION REQUIREMENTS – MS Degree Program in Oceanography**

*Unanimously Approved*

Request is made by the Department of Ocean Engineering and Marine Sciences to change graduation requirements for its MS degree program in Oceanography by removing four targeted OCN courses and increasing the number of approved electives by 3 credits per course within four specializations: Biological Oceanography, Chemical Oceanography, Geological Oceanography, and Physical Oceanography.
Before requesting a motion and second, Dr. Gallo advised that the initial request was to remove five courses. However, subsequent to distribution of the Graduate Council packet, the department revised its request and only four courses are now targeted for removal. The course that will remain is OCN 5103 Marine Zooplankton and only one 3-credit-hour course will be removed – OCN 5104 Marine Benthos – and the number of elective credits will increase from 3 credits to 6 credits. He said that the department has flagged the targeted four courses as idle courses and they will not be published in the catalog or made available for registration, but they could be republished and reactivated at a later date.

Dr. Kiguradze commented that one of the targeted courses has not been taught since 2003 and wondered if there is not a rule to remove a course that has not been taught in a certain number of years. Ms. Fox responded that the goal is to keep the curriculum lean and clean with the help of the academic departments.

On a motion by Dr. Carroll and a second by Dr. J. Perez, the request made by Department of Ocean Engineering and Marine Sciences to change graduation requirements for its MS degree program in Oceanography by replacing four targeted OCN courses and increasing the number of approved electives by 3 credits per course was unanimously approved with one abstention.

7) **CHANGING GRADUATION REQUIREMENTS – MS Degree Program in Environmental Science**

*Unanimously Approved*

Request is made by the Department of Ocean Engineering and Marine Sciences to change graduation requirements for its MS degree program in Environmental Science by removing ENS 5800 Limnology from its core courses and thereby reducing the number of core credit hours from 15 to 12.

Dr. Gallo said that because this change will reduce the number of core credit hours from 15 to 12, the department will apply these 3 credit hours to elective courses so that total required credit hours for the MS degree will remain at 30 credits. The department has flagged ENS 5800 as an idle course because it has not been taught since 2015.

On a motion by Dr. Bostater and a second by Dr. Carroll, the request made by Department of Ocean Engineering and Marine Sciences to change graduation requirements for its Ph.D. degree program in Environmental Science by removing ENS 5800 Limnology from its core courses and thereby reducing the number of core credit hours from 15 to 12 was unanimously approved with one abstention.

8) **REMARKS FROM THE FLOOR**

Dr. Baarmand asked why courses remain idle and wondered if it was because there are no faculty to teach, no student interest, or a combination of the two? Ms. Fox responded that the reason was a combination of the two. She indicated that there are 2,500+ active courses in the system (undergraduate and graduate). Dr. Martinez-Diaz said that the School of Behavior Analysis has elective courses (generally one-credit-hour courses) that are taught by experts who are brought in; however sometimes they do not have access to these experts and that is why the courses remain
“on the books.” Dr. Kiguradze described a scenario in which students often are not interested in fundamental, yet difficult, mathematical sciences courses.

Dr. Gallo said credit belongs to the Ocean Engineering and Marine Sciences Department in general and Dr. Lazarus in particular for taking time to review its curriculum, flag idle courses, and bring these forth to Graduate Council. He suggested that perhaps other academic units can take a lesson from OEMS in that regard.

9) **ANNOUNCEMENTS**

Dr. Gallo announced that the next Graduate Council meeting is March 26, 2020, and the submission deadline for materials is March 5, 2020. He asked members to note that the meeting is pushed back one week because of Spring Break.

With no further business, the meeting adjourned at 1:28 p.m.

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