M I N U T E S
Graduate Council
February 21, 2019

Present: Ex officio: M. Gallo

Voting Members: W. Allen, C. Bashur, C. Bostater, D. Carstens, N. Daher (via phone),
H. Edwards, V. Follette, T. Kiguradze, J. Martinez-Diaz, E. Perez, J. Perez,
Y. Sharaf-Eldeen

Guests: G. Burns, E. Fox, C. Johnston, R. Sippel

The meeting was called to order at 1:02 p.m.

1) CALL TO ORDER – Dr. Michael Gallo

Dr. Gallo reminded everyone that Dr. Nick Daher was present via telephone representing
Extended Studies and said he would be working from a restructured agenda.

2) MINUTES OF THE JANUARY 2019 GRADUATE COUNCIL MEETING

Unanimously Approved

The minutes of the January 17, 2019 meeting were unanimously approved on a motion by
Dr. Sharaf-Eldeen and a second by Dr. J. Perez.

3) CHANGING REQUIREMENTS FOR A COURSE – MGT 5000 Financial Accounting,
MGT 5006 Introductory Managerial Statistics, MGT 5021 Business Law, MGT 5022
Analytical Methods for Management, and MGT 5132 Basic Economics

Unanimously Approved

Request is made by Bisk College of Business to change the course requirements for five
courses (listed above) by adding the restriction “May not be taken for graduate credit by MBA
program (Major Code 8300) students.”

Dr. Gallo said the requested change involved adding the restriction, “May not be taken for
graduate credit by MBA program (Major Code 8300) students.” Because there were no objections,
he requested a single motion for all five courses.

Dr. E. Perez provided background information to support the rationale for this request. He
said that because MBA students would have similar courses as part of their program, taking these
courses would be redundant. Dr. E. Perez said that this requested restriction would discourage the
student from attempting to register for these courses.

On a motion by Dr. Edwards and a second by Dr. E. Perez, the request made by Bisk
College of Business to change the course requirements for five courses (listed above) by adding
the restriction “May not be taken for graduate credit by MBA program (Major Code 8300) students” was unanimously approved.

4) **ADDING A NEW COURSE – MET 5407 Marine Meteorology, MET 5010 Tropical Meteorology, and MET 5309 Climate Dynamics**

**Unanimously Approved**

Request is made by Department of Ocean Engineering and Marine Sciences to add three new courses MET 5407 Marine Meteorology, MET 5010 Tropical Meteorology, and MET 5309 Climate Dynamics.

Dr. Gallo said the courses will be dual-numbered and correspond respectively to their undergraduate counterparts: MET 4407, MET 4010, and MET 4310. He noted that corrections to the administrative forms have been made after consulting with Liz Fox, Manager of Catalog and Curriculum, and Dr. Mark Archambault, Assistant Dean of Academics, College of Engineering and Science. Because there were no objections, he requested a single motion for all three courses.

Dr. Bostater elaborated on the subject matter for two of the courses and also addressed questions regarding textbooks and learning materials.

On a motion by Dr. Martinez-Diaz and a second by Dr. Bostater, the request by Department of Ocean Engineering and Marine Sciences to add three new courses MET 5407 Marine Meteorology, MET 5010 Tropical Meteorology, and MET 5309 Climate Dynamics was unanimously approved.

5) **CHANGING GRADUATION REQUIREMENTS – MBA Degree Program in Business Administration**

**Unanimously Approved**

Request is made by Bisk College of Business to change graduation requirements for its MBA degree program in Business Administration by deactivating 11 degree programs, MBA–Finance (8313), MBA–Cybersecurity (8314), MBA–International Business (8316), MBA–Global Supply Chain Management (8317), MBA–Information Technology Management (8332), MBA–Accounting and Finance (8333), MBA–Healthcare Management (8334), MBA–Management (8335), MBA–Marketing (8336), MBA–Project Management (8337), MBA–Project Management in Information Technology (8353) and restructuring the MBA degree program, so it consists of a 24-credit hour core and 12-credit hour areas of specialization (one each for the current options).

Dr. Gallo reminded Council of the distinction between a program option and specialization (presented at the October 2018 Graduate Council meeting). A program option is a separate degree program that shares part of its name and curriculum with another major, is assigned its own major code, published in the university catalog, and appears on the official university transcript. A program specialization refers to a specific area of interest, field, or concentration within an academic program; is not considered a separate academic program; does not get assigned a major code number; reflects on the transcript the courses taken in the specialization or concentration, but only identifies the academic program and not the specialization.
He noted the rationale provided for this request is to reduce the number of degree programs while allowing the degree concentration to appear on the transcript. He asked Council to note that this statement is a departure from current procedures on how specializations are treated relative to what appears on a transcript.

Ms. Caroline Johnston, Registrar, reported that she has been working with the College of Business and other academic units to allow specializations to appear on the transcript. She is working behind the scenes with Ellucian in terms of programming needed and anticipates roll out for Fall 2020. Dr. E. Perez said reducing the number of degree programs will help with accreditation, lessen student confusion, and provide flexibility. A question was raised about the use of words specialization and concentration, if they are interchangeably used. Dr. Gallo said yes and added that the goal is for transcripts to reflect the specialization as early as Fall 2020.

A separate question was raised regarding if other academic units should follow suit and submit a request through Graduate Council as the College of Business has done today. Ms. Johnston said she is currently looking at other programs with the academic units and will see who needs to review and possibly make a change.

On a motion by Dr. Sharaf-Eldeen and a second by Dr. Carstens, the request made by Bisk College of Business to change the graduation requirements for its MBA degree program in Business Administration by deactivating the 11 option degree programs and restructuring the MBA degree program was unanimously approved.

6) OTHER – Graduate Policy 4.2.1 Graduate Council Membership

Dr. Gallo introduced the next agenda category as “other” and referenced Graduate Policy 4.2.1 relative to Graduate Council membership. This policy states, in part, “...The chair of the council is elected for a minimum two-year term by the council members from a slate of candidates prepared by a nomination committee, which is appointed prior to the March meeting by the current chair...”

He advised Council that he was re-elected to a 2-year term as Chair beginning Fall 2017, which means that his current appointment ends at the end of Spring 2019. Per policy, he is to appoint members to a nomination committee before next month’s meeting to prepare a slate of candidates for Chair. Policy also indicates that the Chair is elected for a minimum 2-year term.

He said although he is willing to continue as Chair, he is unable at this time, to commit to another 2-year term. He added if Council were amenable to extending his current 2-year appointment for one more year, he would welcome the opportunity to continue in his current role.

As a result, Dr. Gallo requested that Council members cast a “yes” or “no” ballot vote to extend his current appointment. He read the protocol outlined in Roberts’ Rules of Order for casting ballots. Ballots containing the “yes” or “no” option were handed out by appointed tellers Dr. Rosemary Layne and Ms. Patricia Noe. Of the 12 votes cast, the tally was 12 votes for “yes”.

Based on the results of the ballots cast, Council officially extended Dr. Gallo’s current appointment as Chair for one year (2019/2020). Dr. Gallo thanked everyone for their vote and said he will continue to run meetings as efficiently as possible.
7) **ANNOUNCEMENTS**

Dr. Gallo announced that the next Graduate Council meeting is March 28, 2019, and the submission deadline for materials is March 14, 2019.

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

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