



GRADUATE COUNCIL

Minutes of Meeting Held on September 5, 2013

Present: Professors Wang, Reed, Boboc, Monaghan, Sridhar, Plecnik, Regoeczi, Rutar, Bubenik, Resnick, Reinthal, Zingale, Schultheiss, and Dean Zhu

Absent/Excused: Professors Gatica, Ziolk, Sotiropoulos, Kosteas

Dean Zhu called the meeting to order at 3:03 p.m.

1. Continuing Business – Dr. Zhu thanked everyone for their continued work with the 4-3 curriculum conversion. The next department to review is BGES.

❖ **Biological, Geological, and Environmental Studies (BGES)**

- i. The department has proposed current courses originally 4 credits to be split into two courses, 3 hours lecture and 1 or 2 hours for the lab, with no change in content or contact hours.
- ii. Lab content hours were discussed. It might have been helpful to see the old/current syllabi to see how the lab time was structured.
- iii. The question was raised, again, about cross listing over more than one level (400/500/700). Dr. Zhu reminded everyone that issue will be initiated after the curricular conversion process is completed. No new courses will be approved across more than one level without a compelling reason. These BGES courses are existing courses.
- iv. It appears that BIO 435/535/735 goes to a 2-hour lab while other courses split from 4 credits to 3 credits and 1 credit. This split will make a total number of credits as 5. Council members are questioning where the extra hour is accounted for since there is no change to content. Could it perhaps be written incorrectly?
- v. BIO 380/580/780 is a course going from 5 credits to 3 and 1. Where are the content cuts? This course also lists an impact on the College of Education curriculum but there is no evidence (memo) that Education has been notified of the changes. EVS 580/780 is being deactivated and also impacts Education.
- vi. Care will need to be taken with the course descriptions. Co-requisites and pre-requisites may list a course involved in the split.
- vii. Grading criteria was discussed. Since these courses are becoming 2 separate courses, there should be two separate grades. It is not clear if one grade is being assigned to both courses or will two grades be given? Council requests clarification.
- viii. Dr. Zhu asked if a conditional approval should be given until all questions are answered. Once we receive responses to the items seeking clarification, it

will be emailed to Council members. If satisfactory, the proposal will be forwarded to UCC.

- ix. **Dr. Zhu made a motion to conditionally approve the BGES graduate conversion, pending satisfactory clarification of the questioned issues. The motion was seconded and approved.**

2. Graduate Faculty Status applications-Summer

- ❖ Ten applications were received
- ❖ The Committee recommends seven approvals outright.
- ❖ Two applications were denied but granted exceptions, one to teach and one to serve on a dissertation committee because of his expertise.
- ❖ Council was told the third denial is scheduled and teaching a 600-level course this Fall. The department chair endorses his teaching based on his expertise. This faculty member will also be granted an exception to teach one course in Fall.
- ❖ Dr. Zhu notified Council that the new criteria will take effect in Spring 2014. During the Fall 2013, each College will need to revise their College guidelines to conform to the new criteria at each Level and what will be accepted in the different categories.
- ❖ The Summer group will be the last group approved under the current, existing guidelines. Any Fall 2013 expirations will be granted a one semester extension until Spring in which they can then apply under the new guidelines.
- ❖ **A motion was made to accept the Graduate Faculty Review Committee recommendations. The motion was seconded and approved.**

3. Graduate Council representative to UCC

- ❖ Dr. Sridhar served over the summer and agreed to continue as the Graduate Council representative to the University Curriculum Committee for the two year term.
- ❖ **A motion was made to close nominations and approve Dr. Sridhar's candidacy. The motion was seconded and approved.**

4. Graduate Council electronic recordings

- ❖ Council's advice is being sought on how long to keep the electronic recordings of Graduate Council meetings. A previous note stated to keep for 5 years.
- ❖ Paper copies of the Minutes are kept indefinitely. The Archivist has the copies.
- ❖ A Council member asked if there was ever a case in which the electronic recordings needed to be referred to after a meeting. In the last 6 years, there is one time that the recording needed to be referenced again and it was the current year's recording.
- ❖ Following discussion, Council agreed that two years was sufficient.
- ❖ **A motion was made to keep the electronic recordings of Graduate Council meetings for two years. The motion was seconded and approved.**

5. Next Meeting

- ❖ The next meeting will be **Thursday, September 19 @ 2:00 p.m.** in PH 200.

6. Adjournment: The meeting adjourned at 3:58 p.m.