

Graduate Council Meeting Minutes

November 7, 2017

Members Present: Akella, Srinivas – Computer Science (Alt. for Su)
Barth, Tom – Political Science & Public Administration
Beorkrem, Chris – School of Architecture
Fitchett, Paul – Middle, Secondary, and K-12 Education
Godev, Concepción – Languages & Culture Studies
Haynes, Christine – History
Mauer, David – Finance
Neese, Jane – School of Nursing (Alt. for Warren-Findlow)
Reynolds, Tom – Graduate School
Sanders, Bridgette – Atkins Library
Zheng, Nigel – Mechanical Engineering and Engineering Science (Alt for Wu)

Also Attending: Birkett, James – Graduate School
Freitag, Alan – Graduate School
Hall-Hertel, Katherine – Graduate School
Morse, Janet – Graduate School
Tankersley, Rick – Research & Graduate Education, CLAS
Watson, Johnna – Graduate School
Wyse, Matt – Academic Affairs

Absent: McCloud, Sean – Religious Studies
Valley, Taylor – GPSG Representative, Public Administration
Su, Zhengchang – Computer Science
Wu, Jay – Infrastructure & Environmental Systems (INES)

I. Report of the Chair – Chair Christine Haynes

- **Approval of the October 3, 2017 Meeting Minutes:**
Chair Haynes called for a motion to approve the October 3, 2017 Graduate Council meeting minutes as submitted. Godev made the motion with a second from Barth. The motion was approved unanimously.
- **Graduate School Advisory Board Members:**
Chair Haynes introduced three Graduate School Advisory Board members, Bobby Arnold, Susan Easley, and Jeff Petry. Alan Freitag invited the board members to attend in order to learn more about Graduate School affairs.
- **Graduate Funding Task Force Update:**
Chair Haynes informed the Council about two campus forums the Graduate Funding Task Force is holding for both faculty/staff and students in order to receive as much feedback from as many people on campus as possible. Everyone is encouraged to attend and spread the word to his or her students and colleagues. The co-chair of the Task Force, Rick Tankersley, was present and added that it is important the committee hears about challenges

faculty and students are facing and that this is an opportunity to provide recommendations for possible solutions that they can include in their final report.

- **Research Integrity Proposal:**

The Council was asked to review the Research Integrity proposal and consider if they would endorse and support this initiative. This proposal would initiate an on-going, long-term initiative to begin developing and promoting *Best Practices* as outlined in *Fostering Integrity in Research: A Report from the National Academies of Science, Engineering, and Medicine*. Dean Reynolds, also the university Research Integrity Officer, gave an overview of the proposal and discussed the council's role in communicating these ideas to their individual colleges. He also announced that Lisa Rasmussen, in the Department of Philosophy, will join the Graduate School as a new faculty fellow to help develop the process of implementing these best practices. Rick Tankersley talked about an NSF proposal to study how students and faculty acquire information and are trained with regards to research integrity. Barth made a motion to endorse the proposal with a second from Godev. The motion was approved unanimously.

II. Report of the Dean – Dean Tom Reynolds

- **Proposed Changes to *Establishing a New Program*:** At the October 26th UNC Graduate Council meeting, a new process for the way degree proposals are reviewed was introduced. Documents have been distributed for campus review and comments. Dean Reynolds noted that this is an opportunity for the Graduate Council to get involved earlier in the approval process and have a greater impact. He could request a change to incorporate the Graduate Council in reviewing both the request to establish and letter of intent. Since this review will only take place twice a year, Oct 1 and Jan 15, he suggested that the council form a subcommittee to decide if this is something the council would be interested in.
- **Tax Reform Proposal:** Dean Reynolds informed the Council of a new tax reform proposal that would tax tuition support, which is currently tax exempt, for graduate students. This could reduce the number of students that enter graduate school and the ability to fund those that do. If given the opportunity, he encouraged the Council to speak out again this new proposed tax.

III. Discussion Topics and other Items of Business

- **Continuation of Discussion of Bylaws of the Graduate Faculty Article II, Section 2 and 3:** Chair Haynes reached out to the program directors regarding this issue and received a suggestion to link faculty reappointments to the TFPR process. Chris Beorkrem offered a draft proposal to update these procedures. The council agreed that there was enough interest in this topic to form a subcommittee to review this draft proposal, gather more information, take a look at peer institutions, and make sure a change is in the best interest of the students. Subcommittee members are: Chris Beorkrem, Tom Barth, Dave Mauer, Zhengchang Su, Tom Reynolds, and Christine Haynes.
- **Draft Policy Proposal - Transferring C Grades:** Katherine Hall-Hertel was present to give an overview, offer guidance, and answer questions. A discussion took place and Chair Haynes called for a motion to approve as submitted. Mauer made the motion with a second from Fitchett. The motion was approved unanimously.

IV. Course and Curriculum Proposal

1. BIOL 6366/8366 – Advanced Protein Biotechnology

A discussion took place and the following comments were shared.

- Course number on the syllabus does not match the proposal

Thereby hearing no further discussion, Chair Haynes called for a motion to approve pending revisions. Beorkrem made the motion with a second from Barth. The motion was approved unanimously.

2. GEOG 6600 – Planning for Urban Sustainability

A discussion took place and the following comments were shared.

- The syllabus does not include the following items: -- Course grade scheme -- Disability Services policy -- Religious Accommodations policy
- A few issues with the syllabus: 1. The grading scheme was unclear 2. The course objectives, while implicit under the "More Challenges Ahead" Subtitle are not clear. Consider more explicit headings for a draft syllabus.
- Except for an outdated reference in the syllabus to moodle 2, this looks good to me.
- Inclusion of a graduate level grading scale.
- Course objectives need to be more specific.
- Include UNC Charlotte policies.

Thereby hearing no further discussion, Chair Haynes called for a motion to approve pending revisions. Fitchett made the motion with a second from Godev. The motion was approved unanimously.

3. GEOG 8600 Sustainable Urban Development Seminar

A discussion took place and the following comments were shared.

- Inclusion of a graduate level grading scale.
- Course objectives need to be more specific.
- Include UNC Charlotte policies.

Thereby hearing no further discussion, Chair Haynes called for a motion to approve pending revisions. Fitchett made the motion with a second from Godev. The motion was approved unanimously.

4. Mechanical Engineering, M.S.M.E. or Engineering, M.S.E. – Program Revision

A discussion took place and Chair Haynes called for a motion to approve the proposal as submitted. Beorkrem made the motion with a second from Mauer. The motion was approved unanimously.

5. MEGR 7955 – Graduate Design I

A discussion took place and Chair Haynes called for a motion to approve the proposal as submitted. Beorkrem made the motion with a second from Mauer. The motion was approved unanimously.

6. MEGR 7956 – Graduate Design II

A discussion took place and Chair Haynes called for a motion to approve the proposal as submitted. Beorkrem made the motion with a second from Mauer. The motion was approved unanimously.

7. MEGR 7130/8130 – Introduction to Control Systems

A discussion took place and the following comments were shared.

- The syllabus does not include the following items: -- Contact information -- Course grade scheme -- Disability Services policy -- Religious Accommodations policy
- The description in two places discusses undergraduate offerings. Possible typo? The two syllabi are very condensed samples

Thereby hearing no further discussion, Chair Haynes called for a motion to approve pending revisions. Godev made the motion with a second from Beorkrem. The motion was approved unanimously.

8. MEGR 7131/8131 – Automotive Power Plants

A discussion took place and the following comments were shared.

- Syllabus is unclear.
- Confirm a clear graduate level grading scale is included.
- If there is a difference between 8000 and 6000 level courses please clarify.
- Course objectives need to be more specific.
- Textbook seems old.
- No final exam schedule.

Thereby hearing no further discussion, Chair Haynes called for a motion to approve pending revisions. Fitchett made the motion with a second from Mauer. The motion was approved unanimously.

9. MEGR 7133/8133 – Applied Vehicle Aerodynamics

A discussion took place and the following comment were shared.

- The course description should be written in complete sentences for the catalog. The syllabus does not provide a sufficient topical outline. The syllabus makes reference to the difference between undergraduate and graduate level coursework. It is my understanding that course is cross-listed with doctoral work, not undergraduate. Therefore, the syllabus should differentiate between 7000- and 8000-level coursework.
- Confirm a clear graduate level grading scale is included.
- If there is a difference between 8000 and 6000 level courses please clarify.
- Course objectives needs to be more specific.

Thereby hearing no further discussion, Chair Haynes called for a motion to approve pending revisions. Godev made the motion with a second from Barth. The motion was approved unanimously.

10. MEGR 7147/8147 – Flight Dynamics

A discussion took place and the following comments were shared.

- Confirm a clear graduate level grading scale is included.
- If there is a difference between 8000 and 6000 level courses please clarify.
- Course objectives needs to be more specific.

Thereby hearing no further discussion, Chair Haynes called for a motion to approve pending revisions. Godev made the motion with a second from Barth. The motion was approved unanimously.

11. MEGR 7148/8148 – Stability and Control of Nonlinear Systems

A discussion took place and the following comments were shared.

- Confirm a clear graduate level grading scale is included.
- If there is a difference between 8000 and 6000 level courses please clarify.
- Course objectives needs to be more specific.

Thereby hearing no further discussion, Chair Haynes called for a motion to approve pending revisions. Godev made the motion with a second from Barth. The motion was approved unanimously.

12. MEGR 7151/8151 – Orthopedic Biomechanics

A discussion took place and the following comments were shared.

- Confirm a clear graduate level grading scale is included.
- If there is a difference between 8000 and 6000 level courses please clarify.
- Course objectives needs to be more specific.
The additional expectations for students in the 8000 version of cross-listed course is not included in the syllabus.
- Why wasn't the Department of Kinesiology consulted? Four to Five students when course was offered (2011, 2015), doesn't 5-10 project seem high? Topics Outline seems a bit vague. No differentiation between 7000-level and 8000-level coursework in the syllabus.

Thereby hearing no further discussion, Chair Haynes called for a motion to approve pending revisions. Godev made the motion with a second from Barth. The motion was approved unanimously.

13. MEGR 7163/8163 – Materials Characterization and Analysis

A discussion took place and the following comments were shared.

- Confirm a clear graduate level grading scale is included.
- If there is a difference between 8000 and 6000 level courses please clarify.
- Course objectives needs to be more specific.

Thereby hearing no further discussion, Chair Haynes called for a motion to approve pending revisions. Godev made the motion with a second from Barth. The motion was approved unanimously.

14. MEGR 7187/8187 – Flexures

A discussion took place and the following comments were shared.

- The syllabi are similarly abbreviated as with 7130/8130. Is this perhaps the norm for the Mechanical Engineering program?
- Syllabus is unclear
- Confirm a clear graduate level grading scale is included.
- If there is a difference between 8000 and 6000 level courses please clarify.

- Course objectives needs to be more specific.

Thereby hearing no further discussion, Chair Haynes called for a motion to approve pending revisions. Godev made the motion with a second from Barth. The motion was approved unanimously.

15. MEGR 7213/8213 – Introduction to Computational Fluid Dynamics

A discussion took place and the following comments were shared.

- Greatly abbreviated syllabus
- Syllabus is unclear
- Confirm a clear graduate level grading scale is included; how will final grade be determined?
- If there is a difference between 8000 and 6000 level courses please clarify.
- Course objectives needs to be more specific.

Thereby hearing no further discussion, Chair Haynes called for a motion to approve pending revisions. Godev made the motion with a second from Barth. The motion was approved unanimously.

16. MEGR 7214/8214 – Turbulent Shear Flows

A discussion took place and the following comments were shared.

- Syllabus is unclear
- Confirm a clear graduate level grading scale is included.
- If there is a difference between 8000 and 6000 level courses please clarify.
- Course objectives needs to be more specific.

Thereby hearing no further discussion, Chair Haynes called for a motion to approve pending revisions. Godev made the motion with a second from Barth. The motion was approved unanimously.

17. MEGR 7215/8215 – Turbulence Modeling and Simulations

A discussion took place and the following comments were shared.

- Syllabus is unclear
- Confirm a clear graduate level grading scale is included.
- If there is a difference between 8000 and 6000 level courses please clarify.
- Course objectives needs to be more specific.

Thereby hearing no further discussion, Chair Haynes called for a motion to approve pending revisions. Godev made the motion with a second from Barth. The motion was approved unanimously.

18. MEGR 7221/8221 – Vibration of Discrete and Continuous Systems

A discussion took place and the following comments were shared.

- Syllabus is unclear

- Confirm a clear graduate level grading scale is included.
- If there is a difference between 8000 and 6000 level courses please clarify.
- Course objectives needs to be more specific.

Thereby hearing no further discussion, Chair Haynes called for a motion to approve pending revisions. Godev made the motion with a second from Barth. The motion was approved unanimously

19. Energy Analytics, Graduate Certificate – Graduate Program Inactivation

A discussion took place and Chair Haynes called for a motion to approve the proposal as submitted. Mauer made the motion with a second from Barth. The motion was approved unanimously.

20. Lean Six Sigma, Graduate Certificate - Graduate Program Inactivation

A discussion took place and Chair Haynes called for a motion to approve the proposal as submitted. Mauer made the motion with a second from Barth. The motion was approved unanimously.

21. Logistics and Supply Chains, Graduate Certificate - Graduate Program Inactivation

A discussion took place and Chair Haynes called for a motion to approve the proposal as submitted. Mauer made the motion with a second from Barth. The motion was approved unanimously.

22. Systems Analytics, Graduate Certificate - Graduate Program Inactivation

A discussion took place and Chair Haynes called for a motion to approve the proposal as submitted. Mauer made the motion with a second from Barth. The motion was approved unanimously.

The meeting adjourned at 1:50pm.

Respectfully submitted,



Secretary to the Graduate Council