

Graduate Council Meeting Minutes

February 20, 2018

Members Present: Barth, Tom – Political Science & Public Administration
Beorkrem, Chris – School of Architecture
Binder, Amanda – Atkins Library
Boyd, Suzanne – School of Social Work
Fitchett, Paul – Middle, Secondary, and K-12 Education
Godev, Concepción – Languages & Culture Studies
Haynes, Christine – History
Mauer, David – Finance
McCloud, Sean – Religious Studies
Reynolds, Tom – Graduate School
Su, Zhengchang – Computer Science
Valley, Taylor – GPSG Representative, Public Administration
Wu, Jay – Infrastructure & Environmental Systems (INES)

Also Attending: Foxx, Sejal – Counseling
Freitag, Alan – Graduate School
Hall-Hertel, Katherine – Graduate School
Ladner, George – Graduate School Advisory Board Member
Morse, Janet – Graduate School
Turner, Michael – Gerontology/Kinesiology
Wang, Yongge – Software and Information Systems
Watson, Johnna – Graduate School

Absent: Sanders, Bridgette – Atkins Library

I. Report of the Chair – Chair Christine Haynes

- **Approval of the January 16, 2018, Meeting Minutes:** Chair Haynes called for a motion to approve the January 16, 2018, Graduate Council meeting minutes as submitted. McCloud made the motion with a second from Mauer. The motion was approved unanimously.
- **Graduate Council Agenda Items:** As we are winding down to our last three meetings of this academic year, Chair Haynes encouraged Graduate Council members to add issues their departments would like to see addressed to the agenda.

II. Report of the Dean – Dean Tom Reynolds

- **New Program Review and Approval Forms Proposal:** UNC System, formerly UNC General Administration, has developed new processes and procedures for the review and approval of all degree programs, with a May 2018 implementation date. This is the perfect time for Graduate Council to consider modifying how the review and approval process occurs on campus. The proposed changes would ensure that the Graduate Council has a voice

in the process by incorporating the *Letter of Intent* and *Request to Establish* documents into the faculty governance procedures for curriculum review utilizing *Curriculog*, including the Graduate Council in the review of both documents. Dean Reynolds and Chair Haynes will collaborate with Rich Leeman, Faculty Council President, to work out the logistics.

- **Annual Performance Evaluation of the Dean of the Graduate School Proposal:** In an effort to make the Graduate Council's annual evaluation of the Dean of the Graduate School more meaningful, Dean Reynolds submitted a proposal with suggested changes for consideration. Currently, the Dean has limited interaction with the individuals requested to respond to the survey; therefore, he has suggested a more targeted group of individuals to survey. In addition, he would like the survey to include a link and encourage respondents to review his self-assessment of annual goals for the current year and new goals for the coming year. Finally, he offered appropriate questions for the Council to consider including in the survey.
- **Bylaws Subcommittee Update:** The subcommittee has identified modifications to improve the process for appointing and re-appointing Graduate Faculty in accordance with the Graduate Faculty Bylaws. Dean Reynolds will draft the proposed changes, request input from the Bylaws Subcommittee, and have the final proposal ready for full Council consideration at the March meeting.

III. Discussion Topics and other Items of Business

- **Dean of the Graduate School Annual Evaluation Subcommittee:** Chair Haynes called for three Council members to form a subcommittee to facilitate the annual review of the Dean of the Graduate School. Sean McCloud and Conception Godev volunteered. Chair Haynes would like to have one more volunteer by the March meeting.
- **Standardized Test Waiver Proposal:** Johnna Watson, Associate Dean of the Graduate School, gave an overview of the proposal and answered questions. A discussion took place and the following revisions were requested.
 - Remove the first bullet on page two. See below.

The new policy could be:

 - A prospective student who has already earned a master's or doctoral degree will not be required to submit standardized test scores for any program.
 - Add language which states *the Graduate School requires an official standardized test score from applicants of masters and doctoral programs.*

Chair Haynes called for a motion to approve pending revisions. Godev made the motion with a second from McCloud. The motion was unanimously approved.

IV. Course and Curriculum Proposal

1. ITIS 6250/8250 [New Course] – Quantum Information Theory:

Yongge Wang, from the department of Software and Information Systems, was present to give a brief overview and answer questions. Chair Haynes noted that this proposal was considered at the January 16, 2018, meeting. The Council suggested changing the course title from Quantum Information Theory to Quantum Computing and adding required elements to the syllabus. Both requested revisions were made. A discussion took place and Chair Haynes

called for a motion to approve this proposal as submitted. Godev made the motion with a second from Barth. The motion was unanimously approved.

2. CSLG 8443 [New Graduate Course] – Doctoral Internship: Research:

Sejal Foxx, from the department of Counseling, was present to give a brief overview and answer questions. A discussion took place and Chair Haynes called for a motion to approve this proposal as submitted. Mauer made the motion with a second from Beorkrem. The motion was approved unanimously.

3. GRNT 6134 [Course Revision] – Family Caregiving Across the Lifespan: Theory, Practice, and Policy: *Sent to the Graduate Council Chair, she is requesting full Council review.*

Michael Turner, from the department of Gerontology/Kinesiology, was present to answer questions and give a brief overview of the course revisions. A discussion took place and Chair Haynes called for a motion to approve this proposal as submitted. Mauer made the motion with a second from McCloud. The motion was approved unanimously.

4. EMGT 5141 [New Graduate Course] – Engineering Experimental Design:

Deferred from the January 16, 2018, meeting to include required guidelines on the syllabus. A discussion took place and the following revision was requested.

- Clarify statistics prerequisite.

There being no further discussion, Chair Haynes called for a motion to approve this proposal pending revisions. Godev made the motion with a second from Mauer. The motion was unanimously approved.

5. EMGT 5142 [New Graduate Course] – Reliability Management

A discussion took place and the following revision was requested.

- Clarify statistics prerequisite.

There being no further discussion, Chair Haynes called for a motion to approve this proposal pending revisions. McCloud made the motion with a second from Beorkrem. The motion was unanimously approved.

6. ITCS 5156 – Applied Machine Learning

A discussion took place and the following revisions were requested.

- University policies are missing. Please refer to the syllabus boilerplate on the Faculty Governance website for guidance. <https://facultygovernance.uncc.edu/resources-materials-templates>
- Lack of deadlines on the syllabus.

There being no further discussion, Chair Haynes called for a motion to approve this proposal pending revisions. Boyd made the motion with a second from Mauer. The motion was unanimously approved.

7. ITCS 6040 [New Course] – Topics in Data Science

A discussion took place and Chair Haynes called for a motion to approve this proposal as submitted. Godev made the motion with a second from Beorkrem, and one abstention. The motion was approved by majority vote.

8. ANTH 6613 [New Graduate Course] – Seminar in Medical Anthropology:

A discussion took place and the following revision was requested.

- Please revise to include a graduate level grading scale.

There being no further discussion, Chair Haynes called for a motion to approve this proposal pending revisions. McCloud made the motion with a second from Mauer. The motion was unanimously approved.

9. LACS 5050 [New Graduate Course] – Topics in Foreign Language

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

10. TRAN 5050 [New Graduate Course] – Practicum in Translation

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

11. MEGR 7191/8191 [New Course] – Introduction to Optical Fabrication and Testing:

A discussion took place and the following revisions were requested.

- Clarify graduate level grading scale and include percentage.
- Show cross listing.
- Please refer to the syllabus boilerplate on the Faculty Governance website for guidance. <https://facultygovernance.uncc.edu/resources-materials-templates>


There being no further discussion, Chair Haynes called for a motion to approve this proposal pending revisions. Mauer made the motion with a second from McCloud. The motion was approved unanimously.

12. GRAD 6012/8012 [New Graduate Course] – Academic Writing:

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

The meeting adjourned at 1:50 pm.

Respectfully submitted,



Secretary to the Graduate Council