

Graduate Council Meeting Minutes

May 4, 2021

Members Present:

Allan, Craig – Geography and Earth Sciences
Fenwick, Abbey – Kinesiology
Godev, Concepción – Languages & Culture Studies and Graduate Council Chair
Lachance, Joan – Middle, Secondary & K-12
Lai, Gene – Finance
Miller, Elizabeth (Liz) – English
Morse, Ed – Mechanical Engineering and Engineering Science
Mostafavi, Taghi – Computer Science
Prasad, Ritika – History (alternate for Kent Brintnall)
Reynolds, Tom – Associate Provost and Graduate School Dean
Suptela, Alex – PhD Candidate, BIOL/Graduate Student Representative (GPSG)
Truesdale, Angel – Atkins Library

Also Attending: Dalton, David – Languages & Culture Studies (incoming G.C. Chair)
Goodliffe, Julie, Graduate School
Hall-Hertel, Katherine – Graduate School
Krause, Sandy – Graduate School
Maity, Dipankar – Electrical and Computer Engineering
Names-Mattefs, Alaina – College of Liberal Arts and Sciences
Moller-Smith, Stephanie – Public Policy PhD Program
Mukherjee, Pinku – College of Liberal Arts and Sciences
Watson, Johnna – Graduate School
White, Brian – Graduate School

I. Report of the Chair – Dr. Concepcion Godev

A. Approval of the April 6, 2021 Graduate Council Meeting minutes.

Allan made a motion to approve the minutes as submitted with a second from Suptela. The motion was unanimously approved.

Godev introduced Dr. David Dalton, Associate Professor, Languages and Culture Studies, the incoming Graduate Council Chair. She also thanked the Council members for their hard work this year and gave a special thanks to those individuals rotating off the Council: Craig Allan, Liz Miller, and Alex Suptela.

Godev also mentioned an item which will carry over into fall, the topic of Graduate Assistants Handbook.

Godev thanked the Graduate Council subcommittee charged with facilitating the Graduate School Dean's Performance review (Craig Allan, Chair, Mona Azarbayjani and Kent Brintnall). They are almost finished with the report for the Provost.

Godev communicated that she will share a copy of the Graduate Council Annual Report with the Council after the meeting.

II. Report of the Graduate School Dean – Dr. Tom Reynolds

Dean Reynolds reported that the University's 10-year Strategic Plan is focusing on four areas, with one of those expanding and strengthening graduate education and research, which is great for our graduate students. There are two listening tours scheduled for Thursday and Friday, May 6 and 7. He encouraged the Council and their faculty to participate in these sessions.

Reynolds thanked the Council for their hard work this year and gave a special commendation to Chair Concepcion Godev. Reynolds presented Godev with a wooden plaque for Outstanding Leadership in serving as the Graduate Council chair from 2019-2021.

III. Course and Curriculum Proposals

A. BIOL 6400 – Internship Project

Originator: Adam Reitzel, Biological Sciences

Graduate Council Assignments: Mona Azarbayjani, Joan Lachance

The proposal was reviewed by the assigned subcommittee. It was suggested that minimum requirements for the paper be outlined. Mostafavi made a motion to approve pending revision with a second from Lachance. The motion was approved unanimously.

B. ECGR 5105 – Introduction to Machine Learning

Originator: Chen Chen, Electrical and Computing Engineering

Graduate Council Assignments: Gene Lai, Alex Suptela

The proposal was reviewed by the assigned subcommittee with the following requests:

- Submit a separate syllabus for ECGR 4105.
- Change to graduate student grading scale, A, B, C, U.
- Add consultation with affected departments.
- Add weekly schedule timeframe for topics.

Miller made a motion to approve the proposal pending revisions with a second from Mostafavi. The motion was approved unanimously.

C. ECGR 5106 – Real Time Machine Learning

Originator: Hamed Tabkhivayghan, Electrical and Computer Engineering

Graduate Council Assignments: Craig Allan, Kent Brintnall

The proposal was reviewed by the assigned subcommittee with the following requests:

- Submit a separate syllabus for ECGR 4106.
- Change to graduate student grading scale, A, B, C, U.
- On page 3, correct typo, 5185 to 5106.

- Please include graduate policies which address Disability Accommodations, Attendance, Conduct, Title IX, etc.
- Add consultation with affected departments.
- Add weekly schedule timeframe for your topics outline.

Allan made a motion to approve the proposal pending revisions with a second from Lai. The motion was approved unanimously.

D. ECGR 5115 – Convex Optimization and A1 Applications

Originator: Dipankar Maity, Electrical and Computer Engineering

Graduate Council Assignments: Abbey Fenwick, Ed Morse

The proposal was reviewed by the assigned subcommittee with the following requests:

- Submit a separate syllabus for ECGR 4115 and list that this is cross listed with 5115 in the syllabus.
- Change to graduate student grading scale, A, B, C, U.
- Add consultation with affected departments.
- Add instructional method to syllabus. (Face-to-face, hybrid, online, etc.)
- Add a timeline to your topics outline, (week 1, 2, 3, etc.).
- Be sure to include university policies on Disability Accommodations, Attendance, Conduct, Title IX, etc.

Lai made a motion to approve the proposal pending revisions with a second from Morse. The motion was approved unanimously.

E. ECGR 5127 – Machine Learning for the Internet of Things

Originator: Jeremy Holleman, Electrical and Computer Engineering

Graduate Council Assignments: Liz Miller, Taghi Mostafavi

The proposal was reviewed by the assigned subcommittee with the following requests:

- Submit a separate syllabus for ECGR 4127.
- Change to graduate student grading scale, A, B, C, U.
- Add consultation with affected departments.
- Add instructional method to syllabus. (Face-to-face, hybrid, online, etc.)
- Add a timeline to your topics outline, (week 1, 2, 3, etc.).
- Be sure to include university policies on Attendance, Conduct, Title IX, etc.
- On page 2, if this is a typo, please change to ECGR 4127 from 4433 under Journal Paper Report.

Mostafavi made a motion to approve the proposal pending revisions with a second from Miller. The motion was approved unanimously.

Special Review

These next three proposals were reviewed outside of the Graduate Council's Curriculog queue in anticipation that the proposals would show up on that queue shortly after the last Graduate Council meeting of the academic year. The proposals needed to be reviewed so that they could be included in the fall 2021 graduate catalog.

- F. PPOL 8101 – Public Policy Studio 1: Data Management and Basic Analytics
Originator: Stephanie Moller, Sociology/Director, Public Policy Doctoral Program
Graduate Council Assignments: **Mona Azarbayjani, Joan Lachance, Gene Lai**

The proposal was reviewed by the assigned subcommittee. Lai made a motion to approve as submitted with a second from Allan. The motion was approved unanimously.

- G. PPOL 8102 – Public Policy Studio 2: Applied Research and Regression Analysis
Originator: Stephanie Moller, Sociology/Director, Public Policy Doctoral Program
Graduate Council Assignments: **Alex Suptela, Craig Allan, Kent Brintnall, Abbey Fenwick**

The proposal was reviewed by the assigned subcommittee. Allan made a motion to approve as submitted with a second from Suptela. The motion was approved unanimously.

- H. PPOL 8802 – Independent Study 2: Applied Research Experience
Originator: Stephanie Moller, Sociology/Director, Public Policy Doctoral Program
Graduate Council Assignments: **Ed Morse, Liz Miller, Taghi Mostafavi**

The proposal was reviewed by the assigned subcommittee with the following requests.

- Change the instructional method to Face-to-Face in the proposal and syllabus.
- Change the enrollment to 1 (from 10) on the proposal.

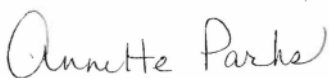
Mostafavi made a motion to approve with revisions with a second from Morse. The motion was approved unanimously.

IV. Other Business

Chair Godev shared that on the Provost's website (provost.uncc.edu/policies), there are guidelines to follow for an Independent Study and an Independent Study template that should be added to Curriculog. Over the summer, she will work with the Faculty Governance Assistant to add this and a graduate course syllabus template in Curriculog to make it easier for faculty to submit a complete proposal including all pertinent elements.

Miller made a motion to adjourn the meeting with a second from Mostafavi. The meeting adjourned at 1:32pm.

Respectfully,



Annette Parks
Graduate Council Secretary