

Graduate Council Meeting Minutes

February 4, 2020

Members Present: Allan, Craig – Geography and Earth Sciences
Anderson, Nadia – School of Architecture
Browne, Aidan – Engineering Technology & Construction Management
Burfield, Allison – School of Nursing
Godev, Concepción – Languages & Culture Studies and Graduate Council Chair
Lachance, Joan – Middle, Secondary & K-12 (alternate for Lyndon Abrams, CLSG)
Mauer, David – Finance
Miller, Elizabeth – English
Mostafavi, Taghi – Computer Science (alternate for Heather Lipford, SIS)
Reynolds, Tom – Graduate School Dean (ex-officio, non-voting)
Scarborough, Beth – Atkins Library
Suptela, Alex – PhD Candidate, BIOL and Graduate Student Representative (GPSG)
Tabor, James – Religious Studies

Also Attending: Clark, Kim - Kinesiology
Goodliffe, Julie – Graduate School
Hall-Hertel, Katherine – Graduate School
Krause, Sandy – Graduate School
Lim, Churlzu – Systems Engineering & Engineering Management
Morse, Janet – Graduate School
Skerlak, Christi – Graduate School
Tudor-Locke, Catrine – Dean, College of Health & Human Services
Vetter, Lara - English
Warren- Findlow, Jan – Public Health Sciences
Watson, Johnna – Graduate School
White, Brian – Graduate School
Wierzalis, Ed – Counseling
Young, Aura – Center for Graduate Life, Graduate School

I. Report of the Chair – Concepcion Godev

Chair Godev announced the subcommittee facilitating the annual review of the Dean of the Graduate School. Allison Burfield, CHHS, School of Nursing will serve as Chair, along with David Mauer, College of Business, Finance department, and Craig Allan, CLAS, Geography and Earth Sciences department. The review will be distributed the first week of April, 2020.

Beginning with the March 10 Graduate Council meeting, in order to expedite business and to allow for substantive discussions of policies, the Graduate Council will try to proceed differently regarding the discussion of curriculum proposals. The new procedure will be tested in March and will be adjusted per the Graduate Council's feedback. The new procedure will be as follows: 1) Proposals will be assigned to review teams as it has been done to date, 2) If a review team member (or any other Graduate Council member) deems that discussion is needed,

she/he/they will enter “discussion needed” under the comments function (click on comment icon) in Curriculog by 11:30am on the day of the Graduate Council meeting or earlier, 3) Only proposals that are flagged with at least one “discussion needed” comment will be discussed at the meeting, and 4) Proposal originators will be asked to attend the meeting only if they see a “discussion needed” comment in Curriculog by 11:30am on the day of the Graduate Council meeting or earlier.

A. Approval of the November 5, 2019 Meeting Minutes

Burfield made a motion to approve as submitted with a second from Mauer. The motion was unanimously approved.

B. Approval of the December 3, 2019 Meeting Minutes

Burfield made a motion to approve as submitted with a second from Mauer. The motion was unanimously approved.

C. Approval of the January 7, 2020 Meeting Minutes

Burfield made a motion to approve as submitted with a second from Mauer. The motion was unanimously approved.

II. Report of the Dean – Tom Reynolds

Dean Reynolds congratulated the Council and their colleagues on helping achieve a Graduate Student enrollment record of 5,341 students for spring 2020. The goal was 5,012. In fact, graduate student enrollment broke records in the fall 2019 and spring 2020.

III. Course and Curriculum Proposals

A. CMET 5000 – Special Topics – Construction Management

Originator: Deborah Sharer, Engineering Technology and Construction Management

Graduate Council Assignments: Elizabeth Miller, Craig Allan, James Tabor & Alex Suptela

This course is a Special Topics course. The program has CMET 4000 and 6000 courses, but no 5000 level until now.

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

B. CSLG 6205 – Counseling Older Adults

Originator: Ed Wierzalis, Counseling Department

Graduate Council Assignments: Aidan Browne, Joan Lachance and Allison Burfield

Dr. Wierzalis attended to field questions. The Council communicated that a couple items were missing from the syllabus.

Burfield made a motion to approve pending minor edits to the syllabus, with a second from Browne. The motion was approved unanimously.

- C. EMGT 5114 – Production Control Systems
Originator: Churlzu Lim, System Engineering and Engineering Management
Graduate Council Assignments: Elizabeth Miller, Craig Allan, James Tabor & Alex Suptela

Dr. Lim attended to field questions.

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

- D. ENGL 5206 – Writing Creative Nonfiction
Originator: Lara Vetter, English Department
Graduate Council Assignments: Nadia Anderson, David Mauer and Heather Lipford

Dr. Vetter attended to field questions.

Mauer made a motion to approve as submitted with a second from Burfield. The motion was approved unanimously.

- E. ENGL 5235 – History of the Book
Originator: Lara Vetter, English Department
Graduate Council Assignments: Nadia Anderson, David Mauer and Heather Lipford

Dr. Vetter attended to field questions.

The Council communicated that the syllabus is missing a graduate grading scale. Mauer made a motion to approve the proposal pending the revision to the syllabus with a second from Burfield. The motion was approved unanimously.

- F. ENGL 5271 – Studies in Writing, Rhetoric, and New Media
Originator: Lara Vetter, English Department
Graduate Council Assignments: Nadia Anderson, David Mauer and Heather Lipford

Dr. Vetter attended to field questions.

Mauer made a motion to approve as submitted with a second from Burfield. The motion was approved unanimously.

- G. ENGL 5274 – Visual Rhetoric
Originator: Lara Vetter, English Department
Graduate Council Assignments: Nadia Anderson, David Mauer and Heather Lipford

Dr. Vetter attended to field questions.

Mauer made a motion to approve as submitted with a second from Burfield. The motion was approved unanimously.

- H. ENGL 5275 – Rhetoric and Technology
Originator: Lara Vetter, English Department
Graduate Council Assignments: Nadia Anderson, David Mauer and Heather Lipford
- Dr. Vetter attended to field questions.
- Mauer made a motion to approve as submitted with a second from Burfield. The motion was approved unanimously.
- I. ENGL 5277 – Digital Literacies
Originator: Lara Vetter, English Department
Graduate Council Assignments: Nadia Anderson, David Mauer and Heather Lipford
- Dr. Vetter attended to field questions.
- Mauer made a motion to approve as submitted with a second from Burfield. The motion was approved unanimously.
- J. ENGL 5280 – Writing About Place
Originator: Lara Vetter, English Department
Graduate Council Assignments: Nadia Anderson, David Mauer and Heather Lipford
- Dr. Vetter attended to field questions.
- Mauer made a motion to approve as submitted with a second from Burfield. The motion was approved unanimously.
- K. ENGL 6687 – Seminar in Global Literature
Originator: Lara Vetter, English Department
Graduate Council Assignments: Nadia Anderson, David Mauer and Heather Lipford
- Dr. Vetter attended to field questions.
- Mauer made a motion to approve as submitted with a second from Burfield. The motion was approved unanimously.
- L. GRAD 8610 – Making Dissertations Happen: Managing Writing & Life
Originator: Jill Huerta, Center for Graduate Life, Graduate School
Graduate Council Assignments: Aidan Browne, Joan Lachance and Allison Burfield
- Aura Young attended to field questions.
- Burfield made a motion to approve as submitted with a second from Lachance. The motion was approved unanimously.

- M. HLTH 6277 – Nutritional Assessment and Epidemiology
Originator: Jan Warren-Findlow, Public Health Sciences
Graduate Council Assignments: Elizabeth Miller, Craig Allan, James Tabor & Alex Suptela
- Warren-Findlow attended to field questions.
- Burfield made a motion to approve as submitted with a second from Mauer. The motion was approved unanimously.
- N. INES 8104 – Renewable Energy
Originator: Jay Wu, Director for the PhD in Infrastructure and Environmental Systems
Graduate Council Assignments: Elizabeth Miller, Craig Allan, James Tabor & Alex Suptela
- Wu attended to field questions.
- Allan made a motion to approve as submitted with a second from Mostafavi. The motion was approved unanimously.
- O. INES 8202 – Advanced Infrastructure Systems
Originator: Jay Wu, Director for the PhD in Infrastructure and Environmental Systems
Graduate Council Assignments: Elizabeth Miller, Craig Allan, James Tabor & Alex Suptela
- Wu attended to field questions.
- Allan made a motion to approve as submitted with a second from Mostafavi. The motion was approved unanimously.
- P. KNES 6110 – Assessment of Physical Activity Across the Lifespan
Originator: David Bellar, Department Chair for Kinesiology
Graduate Council Assignments: Aidan Browne, Joan Lachance and Allison Burfield
- Browne made a motion to approve as submitted with a second from Suptela. The motion was approved unanimously.
- Q. KNES 6333 – Pedagogy for Teaching Assistants
Originator: David Bellar, Department Chair for Kinesiology
Graduate Council Assignments: Aidan Browne, Joan Lachance and Allison Burfield
- Burfield made a motion to approve as submitted with a second from Browne. The motion was approved unanimously.
- R. RESP 6110 – Cardiopulmonary Disease Management
Originator: Kim Clark, Kinesiology
Graduate Council Assignments: Aidan Browne, Joan Lachance and Allison Burfield
- Clark attended to field questions.

Burfield made a motion to approve as submitted with a second from Lachance. The motion was approved unanimously.

- S. New Graduate Certificate Program – Respiratory Care Clinical Concepts
Originator: Kim Clark, Kinesiology
Graduate Council Assignments: Aidan Browne, Joan Lachance and Allison Burfield

Clark attended to field questions.

Browne made a motion to approve as submitted with a second from Mauer. The motion was approved unanimously.

- T. New Graduate Certificate Program – Respiratory Care Leadership
Originator: Kim Clark, Kinesiology
Graduate Council Assignments: Aidan Browne, Joan Lachance and Allison Burfield

Clark attended to field questions.

Browne made a motion to approve as submitted with a second from Mauer. The motion was approved unanimously.

- U. SOWK 5090 – Topics in Social Work
Originator: Amy Peters, Social Work
Graduate Council Assignments: Elizabeth Miller, Craig Allan, James Tabor & Alex Suptela

The Council communicated that the proposal is missing a syllabus. Even though it is a Special Topics course, it should still have a general syllabus attached.

Burfield made a motion to approve pending the addition of a syllabus with a second from Miller. The motion was approved unanimously.

- V. SOWK 5112 – Forensic Social Work
Originator: Diana Rowan, Social Work
Graduate Council Assignments: Elizabeth Miller, Craig Allan, James Tabor & Alex Suptela

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

- W. SOWK 5113 – Mental Health and Substance Abuse
Originator: Diana Rowan, Social Work
Graduate Council Assignments: Elizabeth Miller, Craig Allan, James Tabor & Alex Suptela

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

IV. Discussion Topics

A. Academic Load Policy for Graduate Students – Johnna Watson (Graduate School)

Watson presented the proposal to the Council. There was positive feedback from the Council. The proposal will now go before the Faculty Executive Council.

B. Parental and Childbirth Accommodations for Graduate Students – Revised
Katherine Hall-Hertel (Graduate School)

This is the second reading for this proposal. Hall-Hertel revised from the first version and will now solicit feedback from the Faculty Executive Council.

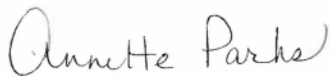
V. Other Business

Julie Goodliffe (Director of Funding and Fellowships, Graduate School) communicated that the Graduate Student Funding Committee is drafting a proposal to adopt university sanctioned definitions for TA and RA's. This information is being housed in Canvas and has already garnered feedback from various faculty members. The Funding Committee will present their proposed policy at the March 10, Graduate Council Meeting. If approved, it will then be presented to the Faculty Executive Council and lastly before the Faculty Council.

The next Graduate Council meeting is scheduled for Tuesday, March 10, 2020.

Burfield made a motion to adjourn the meeting with a second from Tabor. The meeting adjourned at 1:30pm.

Respectfully submitted,



Annette Parks
Graduate Council Secretary