

# Graduate Council Meeting Minutes

March 1, 2016

Members Present: Anderson, Kelly – Special Education and Child Development  
Ge, Yaorong – Software & Information  
Haldeman, Randy – Music  
Hildreth, John – Engineering Technology and Construction Management  
Livesay, Dennis – Bioinformatics & Genomics (Chair)  
McCarter, Susan – School of Social Work  
McCloud, Sean – Religious Studies  
McGregor, Rob Roy – Economics  
Tom Reynolds – Graduate School  
Speights, Sabrina – PhD Candidate, Org Science and GPSG Student Representative  
Steck, Todd – Biological Sciences  
Walker, Judy – Atkins Library  
Webster, Murray – Sociology

Absent: Haynes, Christine – History

Also Attending: Hall-Hertel, Katherine – Graduate School  
Lipford, Heather, SIS  
Morse, Janet – Graduate School  
Parks, Annette – Graduate School  
Post, Phyllis, Counseling  
Watson, Johnna – Graduate School

## I. Report of the Chair

- Approval of the February 2, 2016 Meeting Minutes:
  - Chair Livesay called for a motion to approve the Feb. 2, 2016 Graduate Council meeting minutes as submitted. McCarter made the motion with a second from McGregor. The motion was approved unanimously.
- Announced Rob Roy McGregor as new Graduate Council Chair:
  - Chair Livesay will be leaving the College of Computing and Informatics at UNC Charlotte on March 22, 2016. Dennis will be the new Graduate School Dean and Associate Vice President of Research and Technology Transfer at Wichita State University.
- Chair Livesay announced two guests:
  - *Janet Morse*, Degree Works project manager, to offer clarification of the Degree Works short form proposal from the department of Systems Engineering and Engineering Management: **MSEM Editorial Change of Degree Requirements**, which increases the number of degree requirements from 30 credits to 31 credits.
  - *Heather Lipford*, from Software and Information Systems, to answer any questions regarding proposal **SIS 2-5-2016 New M.S. in Cyber Security**.

## II. Report of the Dean – Dean Tom Reynolds.

- Linda Burke and Andrew Crutchfield from the campus bookstore, Barnes and Noble, addressed updates and informed the Council members of ways they give back to the university and encouraged students to use them over other businesses.
  - The bookstore has made improvements to offer textbooks and other resources in a timely manner.
  - A portion of the proceeds goes back to students in the form of scholarships.
- Approval of Early Entry Applications
  - Early Entry Application-MEd Elementary Education
  - Early Entry Application-Graduate Certificate, Elem Math
  - Early Entry Application-Graduate Certificate, Elementary Ed.
  - Early Entry Application-Graduate MA in religious Studies
  - Revision of Early Entry for Latin American Studies – Increase the number of hours that can be counted double
- Approval of Accelerated Master’s Degree
  - Applied Physics - 12 hours may be double counted
- Thanked Dennis for his service as Graduate Council Chair
- Philanthropic Awards
  - Graduate School administers several scholarships, visit the Niner Scholars portal and apply by April 15<sup>th</sup>
- Veterans Graduate Assistantships
  - Two year assistantship for newly admitted Master’s or Doctoral students
  - Deadline is March 15 to submit an application.

## III. Course and Curriculum Proposal

### A. SIS 2.5.2016 New M.S. in Cyber Security

Heather Lipford attended from SIS to field questions. A discussion took place and the following revision was requested.

- Under heading **III. Resources Required to Support Proposal, A. Personnel:** in the last paragraph, remove duplicate sentence.

Thereby hearing no further discussion, Chair Livesay called for a motion to approve the proposal pending a few mechanical revisions. Anderson made the motion with a second from Walker. The motion was approved unanimously.

### B. MSEM Engineering Mgmt. Degree Requirements-MS-EMGT

Janet Morse attended to field questions. Chair Livesay explained that this proposal is part of the Degree Works reconciliation. The Council approved Dennis to review Degree Works proposals independently, but since this proposal changes the number of credits required for the MSEM degree (30 to 31), he wanted it to be vetted by the full Council.

A discussion took place and a motion was made to approve the proposal as submitted. McGregor made the motion with a second from Hildreth. The motion was approved unanimously.

### C. CEE 20151201 Establishment of Permanent Course Numbers

A discussion took place and the Council decided to send the proposal back to the department for the following revisions.

- Under **A. Proposal Summary**, as *recommended changes by faculty*, the Council has requested justification and explanation of each change requested in list 1-5 below.
  - 1)→ Remove CEGR 5184: Highway Safety from the catalog listing (an advanced course is being offered on this topic).¶
  - 2)→ Change CEGR 5273 title to “Engineering Ground Improvement” (title/ name in the current catalog is “Soil Improvement”).¶
  - 3)→ Change catalog description to reflect that only one outside the concentration course is allowed with prior approval from the adviser and the Graduate Program Director.¶
  - 4)→ CEGR 6893: Graduate Master Project (currently, CEGR 6892: Individualized Study and Projects is used for both regular independent study / project as well as Graduate Master Project causing confusion and, at times, inappropriate reflection of the actual focus of the Master Project).¶
  - 5)→ CEGR 6999: Graduate Master Additional Work. Several students are registering for additional thesis / project hours than required due to incompleteness of their Thesis, Project or Comprehensive Exam. Regular grade for this additional effort leads to inaccurate computation of their GPA. Therefore, this course number is created for students to initiate or continue an individual investigation culminating in the preparation and presentation of a deliverable (could be part of Master Thesis or Project), upon meeting the 30-credit hours degree requirement. This course will be graded on a Pass/Unsatisfactory or IP basis.¶
- Include the required course syllabus. Please follow the guidelines by Faculty Council regarding procedures to implement major changes via long form:  
<http://facultygovernance.uncc.edu/sites/facultygovernance.uncc.edu/files/media/Long-Form-mjw-05-06-14.pdf>

Thereby hearing no further discussion, Chair Livesay called for a motion to return the proposal to the department for revisions and defer approval until the revisions are approved by the Council. McCarter made the motion with a second from Hildreth. The motion was approved unanimously.

### D. CHFD – Reinstate CHFD 6200 and CHFD 6230 for CHFD 5116

A discussion took place and a motion was made to approve the proposal as submitted. Hildreth made the motion with a second from McCarter. The motion was approved unanimously.

### E. CSLG 2-4-16 Play Therapy Concentration

Phyllis Post attended to field questions. A discussion took place and the following revisions were requested:

- Page 3, **RE:** section, suggest revising the explanation of the proposal to clarify the Graduate Certificate in Play Therapy is not going away but they are creating a concentration.
- Change title to **CSLG 2-4-16: Creating Concentration for Graduate Certificate in Play Therapy** to better depict the change.

There being no further discussion a motion was made to approve pending revisions. McGregor made the motion with a second from Anderson. The motion was passed unanimously

IV. Other Business

Chair Livesay asked for volunteers to form a subcommittee to facilitate the annual review of the Dean of the Graduate School

- Judy Walker, Susan McCarter, John Hildreth, and Todd Steck were nominated.

There being no further discussion a motion was made to approve the nominations. McGregor made the motion with a second from McCarter. The motion was passed unanimously

The meeting was adjourned at 2:00pm.

The next meeting of the Graduate Council will be Tuesday, April 5, 2016.

Respectfully submitted,



Christi Skerlak  
Secretary to the Graduate Council