

University Graduate Programs Committee
November 7, 2018
Meeting Minutes

Present: Ken Dawson-Scully, GPC Chair, Science; Paul Peluso, UGC Chair, Education; Susan Bulfin, Nursing; Kenneth Frankel, Library; Adam Bradford, A&L; Stephen Charbonneau, A&L; Sabrina Sembiente, Education; Valentine Aalo, Engineering; Anita Pennathur, Business;

Others Present: Nancy Condemi, Graduate College; Khaled Sobhan, Graduate College; Brian Hodge, Registrar; Manny Gonzalez, CDSI; Joy McClellan, CDSI; Mihaela Cardei, Engineering; Christine Williams, Nursing; Debra Szabo, Office of Provost; Hannah Baker, GPSA; Mary Kay Boyd, Business; Lincoln Sloas, CDSI; Dianne Wright, Education; Robert Pinsker, Business; Michael Brady, Education; Melih Madanoglu, Business;

Absent: Eric Dumbaugh, CDSI; Andrew Oleinikov, Medicine;

- I.** Meeting called to order by GPC Chair, Ken Dawson-Scully at 2:00 pm.
- II.** Brief announcements and discussions:
 - a. Dean’s Report:
 - i. The Interim Dean of the Graduate College, Dr. Khaled Sobhan, thanked the committee for their support and for attending the Graduate College Recruitment Workshop and Open House. He reminded the committee the deadline to submit their recruitment grant and fellowship application is November 9th.
 - ii. Dr. Sobhan met with undergrad regarding combined degree programs and is working with financial aid for funding to offer students.
 - iii. He announced the winners of the 3MT Championship.
 - 1. Thanked the committee for their work, support and contribution.
 - iv. Each college should choose 3 Key Performance Indicators (KPIs)
 - 1. The question was brought up, in regards to the Ph.D. programs that allow a Master’s En Passant (Master’s along the way), if the Ph.D. and Master’s degree count as one degree or two.
 - a. Dr. Sobhan will confirm this question.
 - v. Graduate Housing- renewed the interest with the Provost.
 - vi. Tuition waiver policy- preparing and starting discussions to bring to the committee.
- III.** The minutes from the last GPC meeting on October 3rd were unanimously approved.
- IV.** The below items/curriculum proposals were reviewed:

New Curriculum Proposals for November 7, 2018

Curriculum Document Type	Title	College (Department)	Credit	Action
Reviewers by College: Education, Library				

Course Change	ACG5505- Government Accounting Theory	Business	N/A	AC (changes made) Removed
Course Change	ACG6376- Writing in Forensic Accounting	Business	3	AC (changes made)
Course Change	ACG6396- Communication Skills for Accounting Professionals	Business	3	AC (changes made)
Course Change	MAN6525- Quality Management	Business	N/A	AC (changes made)
Course Change	TAX6878- Writing for Tax Accountants	Business	3	AC (changes made)
Program Change	Hospitality and Tourism Management (Certification)	Business	N/A	AC (changes made)
Program Change	Hospitality and Tourism Management (Specialization)	Business	N/A	AC (changes made)
Program Change	Master of Accounting	Business	N/A	Removed
Reviewers by College: Science, Library				
Course Change	PAD6260- Financial Management for Nonprofit Managers	CDSI	3	AC (changes made)
Course Change	PAD6143- Public Policy and Nonprofit Organizations	CDSI	3	AC (changes made)
New Course	CCJ6629-Serial Homicide	CDSI	3	A
New Course	CJL6521- Problem-solving Courts	CDSI	3	AC (changes made)
New Course	SOW6611- Clinical Social Work with Families	CDSI	3	A
New Course	SOW6616- Clinical Social Work with Groups	CDSI	3	A
New Course	SOW6786- Social Work Practice with Survivors of Human Trafficking	CDSI	3	AC (changes made)
Reviewers by College: A&L, CDSI				
New Course	EDG6637- Responsible Conduct of Research	Education	2	

New Course	EDA6375- Education and Philanthropy	Education	3	A
Program Change	Master of Education with Major in Curriculum and Instruction	Education	N/A	A
Program Change	Ph.D. in Counseling	Education	N/A	A
Program Change	Higher Education Leadership, School Leaders, Adult & Community Education	Education	N/A	AC (changes made)
Reviewers by College: A&L, Education				
Program Change	Transportation, Logistics and Supply Chain Management Graduate Certificate	Engineering	N/A	T
New Combined Degree	B.A. or B.S. in Liberal Arts and Sciences with Biology, Biological Chemistry, Chemistry, Marine Biology, Physics, Neuroscience Concentrations/ MS in Bioengineering	Engineering	N/A	A
New Combined Degree	B.A. or B.S. in Liberal Arts and Sciences/ MS in Computer Engineering	Engineering	N/A	A
New Combined Degree	B.A. or B.S. in Liberal Arts and Sciences/ MS in Computer Science	Engineering	N/A	A
New Combined Degree	B.A. or B.S. in Liberal Arts and Sciences/ MS in Electrical Engineering	Engineering	N/A	A
New Combined Degree	B.A. or B.S. in Liberal Arts and Sciences/ MS in Information technology and Management, with Advanced Information Technology Concentration	Engineering	N/A	A
New Combined Degree	B.A. or B.S. in Liberal Arts and Sciences/ MS in Information Technology and Management, with Computer Science Data Analytics Concentration	Engineering	N/A	A
Reviewers by College: Engineering, Business, Medicine				
Course Change	NGR7116- Caring: An Essential Domain of Nursing Knowledge	Nursing	3	AC (changes made)
New Course	NGRXXXX- Caring Science II: Developing Phenomena of Interest within Research Focus Areas	Nursing	3	AC (changes made)
New Course	NGRXXXX- Caring Science III: Innovative Methodologies to Study Caring Science	Nursing	3	AC (changes made)
New Course	NGRXXXX- Applied Advanced Statistics	Nursing	3	AC (changes made)
New Course	NGRXXXX- Scholarship Practicum	Nursing	3	AC (changes made)

New Course	NGRXXXX- Mixed Methods in Practice-Based Research	Nursing	3	AC (changes made)
Program Change	PhD in Nursing Program (1)	Nursing	N/A	A
Program Change	PhD in Nursing Program (2)	Nursing	N/A	A
Program Change	PhD in Nursing Program (3)	Nursing	N/A	A
Program Change	PhD in Nursing Program (4)	Nursing	N/A	A
Program Change	PhD in Nursing Program (5)	Nursing	N/A	A
Program Change	PhD in Nursing Program (6)	Nursing	N/A	A
Program Change	PhD in Nursing Program (7)	Nursing	N/A	A
Program Change	PhD in Nursing Program (8)	Nursing	N/A	A
Program Change	PhD in Nursing Program (9)	Nursing	N/A	A
Program Change	PhD in Nursing Program (10)	Nursing	N/A	A
Program Change	PhD in Nursing Program (11)	Nursing	N/A	A
Program Change	PhD in Nursing Program (12)	Nursing	N/A	A
Program Change	PhD in Nursing Program (13)	Nursing	N/A	A
Reviewers by College: Engineering, Business				
Course Change	PCB6456- Experimental Design and Biometry	Science	3	A
Course Change	PCB6749- Environmental Physiology	Science	3	A
New Course	BSC6468L- Laboratory Methods in Biotechnology	Science	3	A
New Course	BSC6938- Seminar	Science	1	A
New Course	BSC6946- Professional Science Masters in Business Biotechnology (PSM)- Scientific Internship	Science	2	A
New Course	BSC6958- Journal Club	Science	1	A
New Course	BSC6962- MS Comprehensive Exam	Science	1	A
New Course	BSC6963- MS Proposal Seminar	Science	1	A
New Course	BSC6975- MS Defense Seminar	Science	1	A
New Course	BSC6977- Integrative Biology Ph.D. Lab Rotation	Science	1-9	A
New Course	EVS6956- Writing Science for Ecologist	Science	3	A

New Course	MAN6946- Professional Science Masters in Business Biotechnology (PSM)- Business Internship	Science	2	A
New Course	RAT6204- Radiation Biology	Science	3	A
Program Change	PSM in Medical Physics, Medical Physics Certificate for PhD, Combined BS in Physics/PSM in Medical Physics	Science	N/A	A

A: Approved, AC: Approved with changes, T: Tabled

Business

- i. The Course Change Request for ACG5505- Government Accounting Theory was approved unanimously by the committee contingent upon adding the syllabus, adding the tracked changes from the catalog, adding a memo justifying the change and changing the effective date on the Course Change Request form to a future date. This request was later removed per Robert Pinsker in the College of Business, notifying the Graduate College that this was a mistake since this change was already reflected in the catalog currently.
- ii. The Course Change Request for ACG6376- Writing in Forensic Accounting was approved unanimously by the committee contingent upon adding the syllabus, adding the tracked changes from the catalog, adding a memo justifying the change and changing the effective date on the Course Change Request form to a future date.
- iii. The Course Change Request for ACG6396- Communication Skills for Accounting Professionals was approved unanimously by the committee contingent upon adding the syllabus, adding the tracked changes from the catalog, adding a memo justifying the change and changing the effective date on the Course Change Request form to a future date.
- iv. The Course Change Request for MAN6525- Quality Management was approved unanimously by the committee contingent upon adding the syllabus, adding the tracked changes from the catalog, and adding a justification statement for the change.
- v. The Course Change Request for TAX6878- Writing for Tax Accountants was approved unanimously by the committee contingent upon adding the tracked changes from the catalog, adding a memo justifying the changes and changing the effective date on the Course Change Request form to a future date.
- vi. The Program Change Request for Hospitality and Tourism Management (Certification) was approved unanimously by the committee contingent upon adding the tracked changes from the catalog, and indicating who will be advising the student(s) on the syllabus.
- vii. The Program Change Request for Hospitality and Tourism Management (Specialization) was approved unanimously by the committee contingent upon adding the tracked changes from the catalog, and indicating who will be advising the student(s) on the syllabus.
- viii. The Program Change Request for Master of Accounting was removed from the agenda because this change was already in the request above for the Course Change Request ACG5505- Government Accounting Theory.

CDSI

- i. The Course Change Request for PAD6260- Financial Management for Nonprofit Managers was approved unanimously by the committee contingent upon changing the effective date on the Course Change Request form to a future date and adding the CAPS statement to the syllabus.
- ii. The Course Change Request for PAD6143- Public Policy and Nonprofit Organizations was approved unanimously by the committee contingent upon changing the effective date on the Course Change Request form to a future date and adding the CAPS statement to the syllabus.
- iii. The New Course Proposal for CCJ6629-Serial Homicide was unanimously approved by the committee.
- iv. The New Course Proposal for CJL6521- Problem-solving Courts was unanimously approved by the committee contingent upon updating the past date of November 30, 2017 on page 2 of the syllabus.
- v. The New Course Proposal for SOW6611- Clinical Social Work with Families was approved unanimously by the committee.
- vi. The New Course Proposal for SOW6616- Clinical Social Work with Groups was approved unanimously by the committee.
- vii. The New Course Proposal for SOW6786- Social Work Practice with Survivors of Human Trafficking contingent upon adding in the table contents on page 8.

Education

- i. The New Course Proposal for EDG6637- Responsible Conduct of Research was approved unanimously by the committee.
- ii. The New Course Proposal for EDA6375- Education and Philanthropy was approved unanimously by the committee.
- iii. The Program Change Request for Master of Education with Major in Curriculum and Instruction was approved unanimously by the committee.
 - i. The Program Change Request for Ph.D. in Counseling was approved unanimously by the committee with a recommendation to be approved by the Catalog Revision Committee at the UGC meeting.
- iv. The Program Change Request for Higher Education Leadership, School Leaders, Adult & Community Education was unanimously approved by the committee contingent upon adding a description on the Program Change Request form.

Engineering

- i. The Program Change Request for Transportation, Logistics and Supply Chain Management Graduate Certificate was tabled until next GPC meeting on December 5th where the Business part of the change will also be on the agenda since the items coincide.
- ii. The New Combined Degree Program Request for B.A. or B.S. in Liberal Arts and Sciences with Biology, Biological Chemistry, Chemistry, Marine Biology, Physics, Neuroscience Concentrations/ MS in Bioengineering was approved unanimously by the committee.

- iii. The New Combined Degree Program Request for B.A. or B.S. in Liberal Arts and Sciences/ MS in Computer Engineering was approved unanimously by the committee.
- iv. The New Combined Degree Program Request for B.A. or B.S. in Liberal Arts and Sciences/ MS in Computer Science was approved unanimously by the committee.
- v. The New Combined Degree Program Request for B.A. or B.S. in Liberal Arts and Sciences/ MS in Electrical Engineering was approved unanimously by the committee.
- vi. The New Combined Degree Program Request for B.A. or B.S. in Liberal Arts and Sciences/ MS in Information technology and Management, with Advanced Information Technology Concentration was approved unanimously by the committee.
- vii. The New Combined Degree Program Request for B.A. or B.S. in Liberal Arts and Sciences/ MS in Information Technology and Management, with Computer Science Data Analytics Concentration was approved unanimously by the committee.

Nursing

- ii. The Course Change Request for NGR7116- Caring: An Essential Domain of Nursing Knowledge was unanimously approved by the committee contingent upon defining what 'hybrid' consists of on the syllabus, adding the CAPS statement to the syllabus, and adding the effective term and year on the Course Change Request form.
- iii. The New Course Proposal for NGR7118- Caring Science II: Developing Phenomena of Interest within Research Focus Areas was unanimously approved by the committee contingent upon defining what 'hybrid' consists of on the syllabus, adding the CAPS statement to the syllabus, unchecking 'Sat/Unsat' box on the New Course Proposal, lessening the amount of required texts and providing a suggested course number on the form and syllabus.
- iv. The New Course Proposal for NGR7119- Caring Science III: Innovative Methodologies to Study Caring Science was unanimously approved by the committee contingent upon defining what 'hybrid' consists of on the syllabus, adding the CAPS statement to the syllabus, and adding the effective term and year on the New Course Proposal, lessening the amount of required texts and providing a suggested course number on the form and syllabus.
- v. The New Course Proposal for NGR7845- Applied Advanced Statistics was unanimously approved by the committee contingent upon adding the CAPS statement, attaching the email from Mathematics supporting it for backup, adding the effective term and year on the New Course Proposal, removing the word 'habitual' from the attendance statement, lessening the amount of required texts and providing a suggested course number on the form and syllabus.
- vi. The New Course Proposal for NGR7946- Scholarship Practicum was unanimously approved by the committee contingent upon defining what 'hybrid' consists of on the syllabus, adding the CAPS statement, adding the effective term and year on the New Course Proposal, lessening the amount of required texts and providing a suggested course number on the form and syllabus.
- vii. The New Course Proposal for NGR7816- Mixed Methods in Practice-Based Research was unanimously approved by the committee contingent upon defining what 'hybrid' consists of on the syllabus, adding the CAPS statement, adding the effective term and

- year on the New Course Proposal, lessening the amount of required texts and providing a suggested course number on the form and syllabus.
- viii. The Program Change Request for PhD in Nursing Program (1) was approved unanimously by the committee.
 - ix. The Program Change Request for PhD in Nursing Program (2) was approved unanimously by the committee.
 - x. The Program Change Request for PhD in Nursing Program (3) was approved unanimously by the committee.
 - xi. The Program Change Request for PhD in Nursing Program (4) was approved unanimously by the committee.
 - xii. The Program Change Request for PhD in Nursing Program (5) was approved unanimously by the committee.
 - xiii. The Program Change Request for PhD in Nursing Program (6) was approved unanimously by the committee.
 - xiv. The Program Change Request for PhD in Nursing Program (7) was approved unanimously by the committee.
 - xv. The Program Change Request for PhD in Nursing Program (8) was approved unanimously by the committee.
 - xvi. The Program Change Request for PhD in Nursing Program (9) was approved unanimously by the committee.
 - xvii. The Program Change Request for PhD in Nursing Program (10) was approved unanimously by the committee.
 - xviii. The Program Change Request for PhD in Nursing Program (11) was approved unanimously by the committee.
 - xix. The Program Change Request for PhD in Nursing Program (12) was approved unanimously by the committee.
 - xx. The Program Change Request for PhD in Nursing Program (13) was approved unanimously by the committee with a recommendation to be approved by the Catalog Revision Committee at the UGC meeting.

Science

- i. The Course Change Request for PCB6456- Experimental Design and Biometry was approved unanimously by the committee.
- ii. The Course Change Request for PCB6749- Environmental Physiology was approved unanimously by the committee.
- iii. The New Course Proposal for BSC6468L- Laboratory Methods in Biotechnology was approved unanimously by the committee.
- iv. The New Course Proposal for was approved unanimously by the committee.
- v. The New Course Proposal for BSC6938- Seminar was approved unanimously by the committee.
- vi. The New Course Proposal for BSC6946- Professional Science Masters in Business Biotechnology (PSM)- Scientific Internship was approved unanimously by the committee.

- vii. The New Course Proposal for BSC6958- Journal Club was approved unanimously by the committee.
- viii. The New Course Proposal for BSC6962- MS Comprehensive Exam was approved unanimously by the committee.
- ix. The New Course Proposal for BSC6963- MS Proposal Seminar was approved unanimously by the committee.
- x. The New Course Proposal for BSC6975- MS Defense Seminar was approved unanimously by the committee.
- xi. The New Course Proposal for BSC6977- Integrative Biology Ph.D. Lab Rotation was approved unanimously by the committee.
- xii. The New Course Proposal for EVS6956- Writing Science for Ecologist was approved unanimously by the committee.
- xiii. The New Course Proposal for MAN6946- Professional Science Masters in Business Biotechnology (PSM) - Business Internship was approved unanimously by the committee.
- xiv. The New Course Proposal for RAT6204- Radiation Biology was approved unanimously by the committee.
- xv. The Program Change Request for PSM in Medical Physics, Medical Physics Certificate for PhD, Combined BS in Physics/PSM in Medical Physics was approved unanimously by the committee

V. Meeting adjourned by Ken Dawson-Scully, GPC Chair, at 3:30 p.m.

The next Graduate Programs Committee meeting is December 5, 2018