

**University Graduate Programs Committee
October 3, 2018
Meeting Minutes**

Present: Ken Dawson-Scully, GPC Chair, Science; Paul Peluso, UGC Chair, Education; Mihaela Cardei, Engineering; Susan Bulfin, Nursing; Kenneth Frankel, Library; Andrew Oleinikov, Medicine; Adam Bradford, A&L; Stephen Charbonneau, A&L; Sabrina Sembiante, Education; Hannah Baker, GPSA; Valentine Aalo, Engineering;

Others Present: Nancy Condemi, Graduate College; Khaled Sobhan, Graduate College; Brian Hodge, Registrar; Manny Gonzalez, CDSI; Joy McClellan, CDSI, Christine Kraft, Science;

Absent: Anita Pennathur, Business; Eric Dumbaugh, CDSI;

- I.** Meeting called to order by GPC Chair, Ken Dawson-Scully at 2:01 pm.
- II.** Brief announcements and discussions:
 - a. The Provost will be attending the UGC meeting the following week on October 10th
 - b. 3MT applications are coming to a close, urge students to apply
- III.** The minutes from the last GPC meeting on September 12th were unanimously approved.
- IV.** The below items/curriculum proposals were reviewed:

New Curriculum Proposals for October 3, 2018

Curriculum Document Type	Title	College (Department)	Credit	Action
Reviewers by College: Science, Library				
New Course	SOW6714- Social Work Practice in Behavioral/Process Addictions	CDSI	3	AC (changes made)
Reviewers by College: A&L, Education				
New Course	BME5937- Special Topics in Bioengineering	Engineering	3	AC (changes made)
New Course	BME6935- Special Topics in Bioengineering	Engineering	3	AC (changes made)
New Course	EEL5268- Smart Grid	Engineering	3	A
Program Change	Marine Engineering Management Certificate	Engineering	N/A	A
Program Change	MS Computer Science, MS Computer Engineering, MS Electrical Engineering, MS Bioengineering, MS Information Technology and Management	Engineering	N/A	AC (changes made)

Program Change	MS Ocean Engineering, MS Mechanical Engineering	Engineering	N/A	AC (changes made)
Program Change	MS CS, MS CE, MS EE, MS Bioengineering, PhD CS, PhD CE, PhD EE	Engineering	N/A	AC (changes made)
Reviewers by College: Medicine, Engineering, Business				
Program Change	Ph.D. Experimental Psychology	Science	N/A	A

Additional Discussion Items		
Documents	Centralized GA/GRA/GTA Offer Letter	Graduate College

CDSI

- i. The New Course Proposal for SOW6714- Social Work Practice in Behavioral/Process Addictions was approved unanimously by the committee contingent upon removing the dates from the course description and matching the course description on the syllabus and New Course Proposal form.

Engineering

- i. The New Course Proposal for BME5937- Special Topics in Bioengineering was approved unanimously by the committee contingent upon removing the syllabus and adding a clause as to the purpose of the course on the New Course Proposal form.
- ii. The New Course Proposal for BME6935- Special Topics in Bioengineering was approved unanimously by the committee contingent upon removing the syllabus and adding a clause as to the purpose of the course on the New Course Proposal form.
- iii. The New Course Proposal for EEL5268- Smart Grid was unanimously approved by the committee.
- iv. The Program Change Request for Marine Engineering Management Certificate was unanimously approved by the committee.
- v. The Program Change Request for MS Computer Science, MS Computer Engineering, MS Electrical Engineering, MS Bioengineering, MS Information Technology and Management was approved unanimously by the committee contingent upon updating the catalog language anywhere it stated '33' credits to '30' credits and adding an explanation/rationale for the change to the New/Change Program Request form.
- vi. The Program Change Request for MS Ocean Engineering, MS Mechanical Engineering was approved unanimously by the committee contingent upon updating the catalog language anywhere it stated '33' credits to '30' credits and adding an explanation/rationale for the change to the New/Change Program Request form.
- vii. The Program Change Request for MS CS, MS CE, MS EE, MS Bioengineering, PhD CS, PhD CE, PhD EE was approved unanimously by the committee contingent upon updating the catalog language anywhere it stated '33' credits to '30' credits and adding an explanation/rationale for the change to the New/Change Program Request form.

Science

- i. The Program Change Request for Ph.D. Experimental Psychology was approved unanimously by the committee with a recommendation to be approved by the Catalog Revision Committee at the UGC meeting.
- V. The Interim Dean of the Graduate College's Report:
 - a. Dr. Sobhan informed the committee of the number of Master's and Doctorate students who are currently active/registered and of degrees awarded.
 - b. He announced the number of students registered for the 3MT competition
 - c. The following events are coming up and encouraged committee members to get involved:
 - i. Recruitment workshop- October 25th
 - ii. Graduate College Open House-November 1st
 - iii. Graduate School Fair- October 18th
 - d. He also brought up the idea proposed to him by the College of Business recommending there be a Ph.D. Committee for the University to coordinate activities and such between programs
 - i. Ken suggested this should also include Master's program as well
 - ii. Dr. Sobhan inquired who in the committee would be interested in meeting to discuss a plan and brainstorm ideas.
 1. Susan Bulfin from Nursing volunteered as well as Sabrina Sembiante in Education and Adam Bradford in A&L
 - e. Dr. Sobhan discuss the offer letter item that is on the agenda under "Additional Discussion Items"
 - i. He explained the Provost provided positive feedback
 - ii. Encouraged committee members to take the document back to their departments to review and bring back comments to the next GPC meeting on November 7th
 - iii. Ken suggested editing the fellowship paragraph to include the clause, "contingent upon available funds"
 - iv. This item will stay on the GPC agenda for discussion and will not move to the UGC.
- VI. Ken proposed that all questions for the Provost be sent to Paul Peluso to prioritize them for next week's UGC meeting.
- VII. Meeting adjourned by Ken Dawson-Scully, GPC Chair, at 3:12 p.m.

The next Graduate Programs Committee meeting is November 7, 2018