

Present: Kris Condic (*Ex Officio*), Karl Majeske, Zissimos Mourelatos, Robert Noiva, Claudia Petrescu (Chair), Claire Rammel (*Ex Officio*), Brad Roth, Julia Smith, and Kris Thompson

Absent: Margaret Glembocki, Ledong Li, Harvey Qu, Mohammad-Reza Siadat

Staff: Julie Delaney and Tina Tucker (Secretary)

Guest: Shaun Moore

Visitor: Huirong Fu, Department of Computer Science and Engineering

Claudia Petrescu, Dean of Graduate Education, called the meeting to order at 2:08PM.

APPROVAL OF MINUTES

Bob Noiva moved to approve the minutes of the September 9, 2015, Graduate Council Meeting. Zissimos Mourelatos seconded the motion. Motion passed unanimously.

Bob Noiva moved to approve the minutes of the October 7, 2015, Graduate Council Meeting. Kris Thompson seconded the motion. Motion passed unanimously.

REPORT OF THE CHAIR

- Graduate Open House is today.
- MEd in International Baccalaureate: First reading was done by Graduate Council at the February 18, 2015, meeting. Council returned the proposal to the department for additional work. Revisions are currently being made and proposal will return to Graduate Council for the second reading soon.
- The Master of Music with a concentration in World Percussion: Proposal will be forwarded to the Senate as soon as the signature page has been received from the Department of Music.
- Enrollment strategies: Current enrollment is down 9%. Projected enrollment for the next 5 years is a 6% increase. Graduate Study office is currently looking at the admission processes and looking for ways to streamline those processes. There are a large number of prospective graduate students applying for admission and not completing their files. Also, there are a number of students that are admitted and enrolled in classes but never attend. Graduate Study staff have begun calling all of these students, approximately 422, to see if they would like to update to a future semester and also offer assistance to those who did not complete their files.
- Brown Bag Lunches scheduled for Graduate Program Coordinators: November 9th and November 16th, 12:00-1:30PM.

NEW BUSINESS

- DNP Program from the School of Nursing: Need two reviewers. Bob Noiva and Kris Thompson volunteered.

OLD BUSINESS

- Program Review Process: Continuation of discussion on program review process is scheduled for the agenda of the next Graduate Council Meeting. An "Example" of a SWOT Analysis has been posted to eSpace to use while reviewing the Biomedical Sciences: Medical Physics PhD Program Self Study, also located on eSpace.

Master of Science in Cyber Security New Program Proposal

Reviewers: Bob Noiva and Brad Roth Visitor: Huirong Fu, Department of Engineering

Second Reading: Debatable, amendable, and eligible for final vote at this meeting.

Dr. Fu was available to address any questions or concerns that the Council may have regarding the proposal. Council requested that some corrections/revisions be made prior to voting on the proposal. Corrections/revisions include 1) Include justification for the two additional faculty requested in the proposal; 2) Include a new/updated timeline for program; and 3) Adjust program of study so that each semester is full-time study. Council also informed Dr. Fu that, being a new program, the department will need to submit the proposal to the Assessment Department. Council agreed to postpone voting on the proposal until the revised document has been received.

GOOD AND WELFARE

No Good and Welfare

ADJOURNMENT

With no further business, the meeting adjourned approximately 3:35 PM.