

Present: Brandy Randall, (*Chair*), Joanne Lipson-Freed (*Co-Chair*), Claire Rammel (*Ex Officio*), Darrin Hanna, Seong Yeon Cho, Victoria Lucia, Meir Shillor, Anne Hranchook, Paul Weinberg, John Krauss, Helen Levenson, and Nicole Boelk (*Guest*)

Absent: Daniel Llamocca

Staff: Jessica Taylor (*Secretary*)

REPORT FROM THE CHAIR

A question had come from the General Education committee about whether we had concerns regarding using a graduate class in a combined undergraduate/graduate program to fulfill a general education requirement. The Council members concurred in believing that this should be determined by the General Education committee. If it is allowed, the graduate class should only be used in that way by students accepted into a combined program, not broadly open to all undergraduates as a way to fulfill a general education requirement.

APPROVAL OF MINUTES

Joanne Lipson-Freed introduced a motion to approve the minutes from October 2, 2023. Meir Shillor seconded the motion. The minutes were approved.

CONTINUING BUSINESS

1. **Policy Revision: Combined Bachelor/Graduate Degree Program, Policy Modification:** Second Reading: Debatable, amenable, and eligible for a final vote at this meeting.

Brandy Randall opened the discussion by introducing additional language that needs to be added to this policy. Meir Shillor had some questions and wanted more detail. Brandy Randall continued to discuss the policy and the added language in more detail to help the Grad Council members gain clarity. Joanne Lipson-Freed and Paul Weinberg contributed to the discussion with more questions and concerns. The Grad Council members reached an agreement regarding the added language.

Meir Shillor introduced a motion to approve the policy revision. Seong Yeon Cho seconded the motion. The policy revision was unanimously approved.

NEW BUSINESS

1. **MS in Medical Sciences, New Degree Program:** First Reading: Debatable, amenable, and not eligible for a final vote at this meeting. **Reviewers:** Daniel Llamocca and Anne Hranchook; **Presenter(s):** Victoria Lucia

Victoria Lucia, Grad Council member and presenter, excused herself from the conference room, allowing the remaining Grad Council members to discuss the new degree program. Anne Hranchook opened the discussion with her review of questions and concerns. Brandy Randall read aloud Daniel Llamocca's review questions and concerns as he was unable to attend the meeting. The Grad Council members went

into further discussion and debate. Victoria Lucia was called into the conference room to present her new degree program and answer any questions or concerns that the Grad Council members had.

Victoria Lucia has been asked to define the total number of credits for the MS degree. Council suggested that the faculty consider having only one additional course for the capstone that is repeated until the student is done, using 'SP' (Satisfactory Progress) and 'NP' (No Progress) grading levels that is used for thesis and dissertation, and the grade for the final semester when the project is completed would be an S. If they decide to go in that direction, they would need to determine what to do if a student(s) receives an NP. This proposal for a new degree program will return at a future Grad Council meeting for a second reading.

2. **Graduate Certificate in Data Science, New Certificate Program:** First Reading: Debatable, amenable, and not eligible for a final vote at this meeting. **Reviewers:** Darrin Hanna and Paul Weiberg; **Presenter(s):** Vijayan Sugumaran

Darrin Hanna opened the discussion with the summary of the proposal and provided the Grad Council members his review in great detail. Paul Weinberg gave his review and shared concerns that he had in regards to the new certificate program. Vijayan Sugumaran joined the meeting, in-person, to answer any questions or concerns. He also added documentation to his presentation. Dr. Sugumaran will submit a written response to the reviews and any revisions to the proposal for the next meeting.

Time did not allow for the certificates and modification below to be discussed. They will be on the agenda for the next meeting.

3. **Graduate Certificate in Industrial Hygiene, New Certificate Program:** First Reading: Debatable, amenable, and not eligible for a final vote at this meeting. **Reviewers:** Victoria Lucia and Joanne Lipson-Freed; **Presenter(s):** Caress Dean, Tara Diesbourg, and Darryl Hill
4. **Graduate Certificate in Human Factors and Ergonomics, New Certificate Program:** First Reading: Debatable, amenable, and not eligible for a final vote at this meeting. **Reviewers:** Victoria Lucia and Joanne Lipson-Freed; **Presenter(s):** Caress Dean, Tara Diesbourg, and Darryl Hill
5. **Graduate Certificate in Environmental Protection, New Certificate Program:** First Reading: Debatable, amenable, and not eligible for a final vote at this meeting. **Reviewers:** Victoria Lucia and Joanne Lipson-Freed; **Presenter(s):** Caress Dean, Tara Diesbourg, and Darryl Hill
6. **Communication B.A. to M.A. Combined Degree Program, Program Modification:** First Reading: Debatable, amenable, and not eligible for a final vote at this meeting. **Reviewers:** Seong Yeon Cho and Claire Rammel; **Presenter(s):** Kathy Battles

GOOD AND WELFARE

N/A

ADJOURNMENT

The meeting adjourned at approximately 2:30 PM.

