

Present: Brandy Randall, (*Chair*), Joanne Lipson-Freed (*Co-Chair*), Darrin Hanna, Daniel Llamocca, Victoria Lucia, Meir Shillor, Anne Hranchook, Paul Weinberg, John Krauss, Seong Yeon Cho, and Nicole Boelk

Absent: Claire Rammel (*Ex Officio*), and Helen Levenson

Staff: Jessica Taylor (*Secretary*)

REPORT FROM THE CHAIR

- A. Welcome
- B. ProQuest and Master's Thesis; Thesis/Dissertation Bound Copies
- C. Updating Grad Council Forms to Include required HLC and MASU language
The Grad Council members shared questions and concerns with how to look up a CIP code.
- D. Naming Convention for Combined Program
The Naming Convention was created in order to list the names of each program the same way in the Undergraduate and Graduate Catalogs.

APPROVAL OF MINUTES

Seong Yeon Cho introduced a motion to approve the minutes from October 16, 2023. Victoria Lucia seconded the motion. The minutes were approved.

INFORMATION ITEM

- A. **Wellness and Health Promotion, Combined B.S./M.P.H.**, Requesting to change the name to Public Health, Combined B.S./M.P.H.

This modification was approved by UCUI on April 18, 2023 via electronic vote. The next step was for this to be submitted to the Graduate Council for their review. This step was missed and the modification was sent to the University Senate as an informational item.

No issues were brought forward on this being presented as an informational item.

CONTINUING BUSINESS

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

Brandy Randall introduced a revised proposal from Business Analytics, noting that the revision was highlighted. The Graduate Council was satisfied with the revisions that were submitted. There were no additional questions or concerns that came from the Grad Council members.

John Krauss introduced a motion to approve the new certificate program. Joanne Lipson-Freed seconded the motion to approve the new Graduate Certificate in Data Science. The new certificate program was unanimously approved.

2. **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 and Tara Diesbourg
3. **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 and Tara Diesbourg
4. **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 and Tara Diesbourg

Brandy Randall introduced the three new certificate programs: Industrial Hygiene, Human Factors and Ergonomics, and Environmental Protection, and handed the conversation over to the two Grad Council reviewers. Joanne Lipson-Freed opened the discussion with the summary of the new graduate certificate programs, while Victoria Lucia shared her minor questions with the Grad Council members. Caress Dean and Tara Diesbourg joined the meeting via ZOOM and were able to answer any questions or concerns that the Grad Council members presented. There were concerns of financial aid, delivery methods, and a section of language that needed to be addressed and revised in all three certificates.

Joanne Lipson-Freed introduced a motion to waive the second reading of the Graduate Certificate in Industrial Hygiene, the Graduate Certificate in Human Factors and Ergonomics, and the Graduate Certificate in Environmental Protection. Seong Yeon Cho seconded the motion. The motion was unanimously approved.

Joanne Lipson-Freed introduced a motion to approve as amended the Graduate Certificate in Industrial Hygiene, the Graduate Certificate in Human Factors and Ergonomics, and the Graduate Certificate in Environmental Protection. Victoria Lucia seconded the motion. Pending the revisions of the delivery methods on the cover pages of all 3 certificates and changing the 'pathway' language of section #3 In all 3 certificates, the proposals have been unanimously approved.

NEW BUSINESS

1. **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. **Reviewer:** Brandy Randall; **Presenter(s):** Kathy Battles

Brandy Randall introduced the proposal and stated that Claire Rammel was originally the reviewer for this proposal. Claire Rammel was unable to attend this meeting, so Brandy Randall reviewed this proposal on her behalf. There was much debate from each of the Grad Council members in regards to the program modification. A handful of questions and concerns were raised at this time. Kathy Battles joined the discussion explaining the changes to the program.

The Graduate Council has requested the presenter to provide a summary of the changes between the existing program and the proposed revision. The Grad Council also asked for edits to the proposal, including to revise the proposal in Section #4 and remove the ‘*’ portion of the language that no longer has a referent in the document; Remove the ‘Declaration of Eligibility’ form in Section #4; and to add the word ‘undergraduate’ in Section #3, Sentence: “Successful completion of undergraduate major core requirements with a GPA of 3.0 does not guarantee admission” and in Section #4, Sentence: “Students who have completed the required undergraduate courses with a minimum grade of B- must submit an application through the Graduate School for the Combined Communication B.A/ Communication M.A..”**

GOOD AND WELFARE

N/A

ADJOURNMENT

The meeting adjourned at approximately 2:11 PM