

**Present:** Kris Condic (*Ex Officio*), Meghan Harris, Ledong Li, Shaun Moore (*Ex Officio*), Robert Noiva (*Co-chair*), Claire Rammel (*Ex Officio*), Meir Shillor, Julia Smith, Kris Thompson, Jennifer Vonk

**Absent:** Manohor Das, Claudia Petrescu, Mohammad-Reza Siadat, and Wonjoo Yun

**Staff:** Tina Tucker (Secretary)

The meeting was called to order at 1:45PM

### APPROVAL OF MINUTES

*Julia Smith moved to approve the minutes of the October 11, 2017, Graduate Council Meeting as written. Ledong Li seconded the motion. Motion passed unanimously.*

### REPORT FROM THE CHAIR

No report from the chair.

### INFORMATION ITEMS

No information items.

### NEW BUSINESS

**New Graduate Certificate in Liberal Studies** Reviewers: Ledong Li and Wonjoo Yun  
**First Reading:** Debatable, amendable, but not eligible for final vote at this meeting.

#### Issues Discussed:

- The 4-digit course numbers must be provided in the proposal.
- Rationale does not provide strong enough support of the proposal. Weak justification for a new certificate.
- It is not clear how new certificate program relates to the existing Master's degree program, whether it could help strengthen and/or improve the current degree program, and how it could help increase enrollment.
- Since the credits will not be double-counted for the Master's degree, how will it affect the retention of degree-seeking students?
- Item #5 needs clarification. 1) It states that LBS 502 offers 8 credit hours, which does not fit for the plan of study described in Item #4. 2) LBS 511 is mentioned in Item #4, but missing in Item #5
- In Item #8, the student population needs to be described in greater detail, even if the target population seems to be teachers and retirees. It should have more description about the market size, general needs of the target groups, and viable means of communication.

Graduate Council Members agreed to table the second reading of the proposal until an updated proposal addressing the Graduate Council recommended revisions/corrections has been provided.

**New Post-Master Graduate Certificate in Liberal Studies** Reviewers: Ledong Li and Wonjoo Yun  
**First Reading:** Debatable, amendable, but not eligible for final vote at this meeting.

Issues Discussed:

- The 4-digit course numbers must be provided in the proposal.
- The rationale and benefits explained in Item #1 are not clear. Rationale only contains part of the rationale used for the Graduate Certificate in Liberal Studies, no other reasons are mentioned.
- Proposal needs more clarification, including its rationale and benefits statement.
- Clarification needed for Item #5. 1) It seems to be a discrepancy that LBS 514 counts as four credit hours, but seems to be offered twice in Item #4. 2) While eight credit hours are counted for LBS 513, this course is only shown in the Plan of Study. 3) LBS 512 is mentioned in Item #4, but missing in Item #5.
- The student population mentioned in Item #8 is the same as described in the Graduate Certificate in Liberal Studies. Most of the courses required for the Post-Master Certificate are identical to the proposed Graduate Certificate. Why is this Post-Master Certificate needed beyond the Graduate Certificate?
- The admission requirement should be somewhat different from that required for the Graduate Certificate. A Master's degree should be required for the Post-Master Graduate Certificate.

***Julia Smith moved to table the first reading until the department re-submits an updated proposal addressing the questions and concerns of the Graduate Council. Meir Shillor seconded the motion. Motion passed unanimously.***

**New PhD in Nursing Program** Reviewers: Meir Shillor and Julia Smith  
**First Reading:** Debatable, amendable, but not eligible for final vote at this meeting.

Graduate Council agreed to table the first reading until the next scheduled meeting to allow for additional time to review the proposal.

## **OLD BUSINESS**

### **Master of Science in Safety Management Program Modification**

Reviewers: Meghan Harris and Julia Smith

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

Professor Richard Olawoyin, from Occupational Safety and Health, attended to respond to questions and concerns of the Graduate Council regarding the modifications to the Master of Science in Safety Management.

Issues discussed and addressed between Graduate Council and Professor Olawoyin:

- Graduate Council Members were concerned with how the extra workload on faculty who supervise research classes will be recognized. Professor Olawoyin agreed to consult with the Dean of the School of Health Sciences about having the workload recognized and address the concern in the revised proposal.
- Professor Olawoyin also agreed to list the EHS 6998 with variable credits from 1 to 10 to allow faculty members to monitor students' progress through the program and give students the flexibility to enroll in

multiple sections of the research course throughout their study period, while meeting their financial aid eligibility.

**PhD in Music Education Program Modification**

Reviewers: Julia Smith and Jennifer Vonk

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

Dr. Joe Shively has been invited to the November 8, 2017, meeting to address questions and concerns of the Graduate Council regarding the modifications to the PhD in Music Education Program.

**Ph.D. in Education: Autism Spectrum Disorders**

Reviewers: Meir Shillor and Jennifer Vonk

**Work in Progress:** Committee working with Dr. Chaturi Edrisinha

**Master of Science in Information Technology Program Modification Proposal**

**Work on Hold**

**GOOD AND WELFARE**

No good and welfare.

**ADJOURNMENT**

With no further business, the meeting adjourned at approximately 3:30 PM