



## GRADUATE COUNCIL MINUTES

December 12th, 2022

The Graduate Council met virtually on Monday, December 12th, 2022, at 2:00 P.M.

Graduate Council members present: Dr. Jean Ellis, Vice Chair; Drs. Demetrius Abshire, Hassan Anderson, Fang Jing, Edie Goldsmith, Shana Harrington, Kathy Kim, William Matchin, Srihari Nelakuditi, Wendy Regoeczi, David Reisman, Sriram Venkataraman, Sheryl Wiskur, Neal Woods, and Christina Yao

Graduate Council members absent: Drs. Subra Bulusu, Terrance McAdoo, Stephen Shapiro (Excused), and Rajat Das Gupta (GSA)

Graduate School Representatives: Dr. Cheryl Addy (Excused), Dr. Murray Mitchell (Secretary), Dr. Angelina Sylvain, Dale Moore, Wright Culpepper, Libby Cross, and Wanda Barr

Provost Office Representatives: Trena Houpp

Guests: Dr. Beth Barnes (COMD), Dr. Matthew Brashears (Sociology), Dr. Sheri Silfies (Exercise Sciences), Dr. Robert Lipe (DMSB), Dr. Kim Thompson (School of Information Science), Dr. Mike Walsh (College of Arts and Sciences), Dr. Satish Jayachandran (DMSB), Maxwell Akonde (GSA), and Moseetta Ragin (Social Work).

**NOTE: These minutes will become final on January 23rd, 2023, if not challenged.**

1. **Call to Order and Approval of Agenda** (Jean Ellis, Vice Chair for Stephen Shapiro, Chair)  
The meeting was called to order at 2:00p.m., and the Agenda was approved.
2. **Approval of the Minutes from November 28, 2022.** Approved actions by Graduate Council become effective 30 days after posting. A copy is available on the Graduate School website at: <https://bit.ly/3SvPO0E>.  
*The minutes from November were unanimously approved.*
3. **Report of the Chair** (Jean Ellis for Stephen Shapiro)  
No report.
4. **Report of the Interim Dean of the Graduate School** (Murray Mitchell for Cheryl Addy)  
No report.
5. **Report of the Secretary of the Graduate Council** (Murray Mitchell)  
Dr. Mitchell indicated sincere appreciation to Wanda Barr for her assistance in all things Graduate Council and beyond. Also, thanks again to the curriculum committee members and especially to the

chairs, Dr. Fang and Dr. Regoeczi, for their work in processing another high volume of proposals with a tight timeline this past month. He also expressed appreciation to Trena Houpp and Jenell Peoples in the Office of Academic Programs for their prompt and very helpful ongoing support in processing the many proposals that we have received across this semester.

Dr. Mitchell also requested that members would encourage their colleagues to submit grades on every student, in every course prior to leaving for winter break.

**6. Report of the Interim Associate Dean for Diversity, Equity, and Inclusion, and Associate Director, Grace Jordan McFadden Professors Program (Toby Jenkins)**

Dr. Jenkins referred to the email that she sent out last week regarding the Rising Star Fellowships. She tried to reach as many people as possible. Due to funding limitations, they have decided to make the Rising Star Fellowship a funding initiative for master's and specialist students allowing them to have a shorter-term commitment and to allow more students to be funded. To clarify some things, they are still looking that the current partnerships (the 4 + 1 and the 3 + 2), agreements are still in play. All students that are scholars who currently have a commitment will see their commitment through--commitments for any doctoral students that were previously committed will be honored. The requirement is that they must enroll in a master or specialist degree program, and they must be enrolled full time as a graduate student if not in a 4 + 1 or a 3 + 2 initiative. Funding will be for summer or fall admission only. Students nominated must have received their undergraduate degrees from HBCUs. They are encouraging all programs to proactively pay attention to their applicants and where they earned their undergraduate degrees, to nominate any eligible applicants. The nomination process is not something that students will be able to apply for themselves. Students need to be nominated by the graduate director. They do want to make sure that students are aware of these opportunities. Please share the Rising Star Fellowship website with your students; so, they can review these opportunities for themselves. Interested students should reach out to their academic diversity officer in their colleges. The academic diversity officers can then point them in the right direction of notifying the graduate directors of their interests.

Thanks to their colleagues in the Doctor of Physical Therapy program, they have made some amendments to the updates to the application process for the following programs: EdD, DPT, and DNP. These programs will continue to be eligible for the Rising Star Fellowship program. She will notify them directly and then post the change to the Rising Star Fellowship website. Given the kind of limited funding that is available at the doctorate level, these three programs will be the exception to the rule. The requirements of being enrolled full time may still limit some of those programs.

Dr. Jenkins sent the email with all the Rising Star Fellowship information out early to give departments a few weeks to be able to go through the website. Her hope is to give a sense of what the new updates are so when the call for nominations occurs in January, departments would have had the opportunity to process the changes. She thanked Dr. Jean Ellis for sitting with them and going over the processes for the Presidential Fellows and their multiple deadlines. They have incorporated multiple deadlines to the Rising Star Fellowships as well. There will now be a February deadline and a March deadline to facilitate the differences in application deadlines that occur across programs.

They are always open to and welcome feedback and questions to help better serve and address anything that may not have been considered previously. As you can see, the immediate response from the DPT program resulted in immediate action. She has provided Kesha Clavon's contact information as a continued point of contact in addition to herself.

Dr. Ellis thanked Dr. Jenkins for all her hard work and for providing funding opportunities to the master's degree-seeking students who are often overlooked and underserved on this campus. We can

highlight them and help that group get the education they need for their training or for doctoral programs, particularly because there are a lot of programs on campus that require a masters before doctorate studies. Thank you so much for thinking of that group and giving them the opportunity to get funding.

**7. Report on Professional Development (Wright Culpepper)**

Wright shared that many departments will probably be bringing in new cohorts of students in the spring. Oftentimes, the spring semester gets overlooked relative to fall in terms of onboarding activities. One thing that worked for a lot of cohorts in the fall was when Matt Klopfenstein from National Fellowships, Nigel Smith from the Career Center, and Wright from the Graduate School conducted a ‘traveling roadshow’ (so to speak). They went to a lot of different orientation events or met with student groups just to talk about different types of resources that are offered through the Graduate Student Resources Hub, and community-wide. Some of these resources are external to the University, while others are within the University. If you have a new group of students or student groups that you would like for them to come talk to at the beginning of the spring semester, please feel free to email him to get that on the calendar. They would love to come and talk to your students about ways they can help them supplement what they are getting from your programs.

**8. Report of the Graduate Student Association (Maxwell Akonde for Rajat Das Gupta)**

Maxwell thanked the members of the Graduate Council and Interim Dean Addy for all of the incredible support and helpful conversations this semester. Their last two Cabinet meetings were fruitful. One follow-up was for GSA to make a presentation before the Council of Academic Deans. Basically, this request is for a continued push for better financial support for graduate students. They are currently trying to get data on stipends and the cost-of-living estimates from graduate students. They are working on a survey with Student Life that will open on Friday, December 16<sup>th</sup> and will remain open through January 13<sup>th</sup>, 2023, to help them collect this information and hopefully enable them to make a better case for increased stipends. They are trying to secure levels of funding for graduate assistantships and fellowships and any other type of funding the graduate students might be receiving.

**9. Report of the Academic Policy and Practices Committee (Jean Ellis)**

Dr. Ellis indicated that she and her committee are continuing their deliberations regarding the initiative to propose an alternative way to populate the Graduate Council. The feedback from the earlier draft of the proposal is being thoughtfully considered. A revised proposal will be presented at a future meeting.

**10. Report of the 500/600 Level Courses (Murray Mitchell)**

This report is presented to Council for informational purposes only; no action is necessary.

**500/600 Courses for December 2022 Grad Council**

(CCP = Course Change Proposal; NCP=New Course Proposal)

**ELCT 521** (3) Introduction to Microwave Engineering (CCP: Fall 2023)

**ELCT 559** (3) Special Topics in Distributed Energy Resources for Electric Energy Systems (Fall 2023)

**ENCP 530** (3) Cases in Technology Feasibility Analysis (CCP: Fall 2023)

**IBUS 529** (3) Comparative Innovation Systems (NCP: Spring 2023)

**MART 541** (3) Sound Design Advanced: Sound for Motion Picture (CCP: Fall 2023)

**11. Associate Graduate Faculty Nominations (Murray Mitchell)**

Name: **Ambrish Kumar** (PhD)  
Program: School of Medicine (Biomedical Sciences)  
Term: Spring 2023 – Fall 2029

Name: **Fernanda B.M. Priviero** (PhD)  
Program: School of Medicine (Biomedical Sciences)  
Term: Spring 2023 – Fall 2029

**These nominations were unanimously approved by Graduate Council.**

**12. Fellowships and Scholarships Committee (Srihari Nelakuditi)**

No report.

**13. Report of Science, Math, and Related Professional Programs Committee (Jing Fang)**

Below is a list of proposals reviewed by the Committee.

- **Technology and Innovation and Entrepreneurial Engineering, MS** (PCP: Fall 2023)
- **HGEN 730** (3) Advanced Medical Genetics I (CCP: Spring 2023)
- **HGEN 731** (3) Advanced Medical Genetics II (CCP: Fall 2022)
- **Certificate of Graduate Study in Information Security and Cyber Leadership** (NPP: Fall 2023)
- **Information Security and Cyber Leadership, MS** (NPP: Fall 2023)
- **Information Technology, MS** (NPP: Fall 2023)

**These proposals were unanimously approved by Graduate Council.**

**14. Report of the Humanities, Social Sciences, Education, and Related Professional Programs Committee (Wendy Regoeczi)**

Below is a list of proposals reviewed by the Committee.

- **Creative Writing, M.F.A.** (PCP: Fall 2023)
- **EDTE 751** (3) STEAM Instructional Design (NCP: Spring 2023)
- **EDTE 752** (3) STEAM Instructional Methods (NCP: Spring 2023)
- **EDTE 753** (3) STEAM Assessment (NCP: Spring 2023)
- **EDTE 754** (3) STEAM Enacted and Evaluated (NCP: Spring 2023)
- **MGMT 775** (3) Strategic Analysis and Application of Innovation (CCP: Fall 2023)
- **MGMT 776** (3) Strategic Innovation Planning and Processes (CCP: Fall 2023)
- **MGMT 777** (3) Innovation and New Venture Analysis (CCP: Fall 2023)
- **Cognitive Neuroscience Minor** (NPP: Fall 2023)
- **Dance Studies, MA** (NPP: Fall 2023)
- **Quantitative Psychology Minor** (NPP: Fall 2023)
- **Cybersecurity Management, Certificate** (PCP: Fall 2023)
- **EDLP 878** (3) Accelerated Dissertation in Practice Writing Course (NCP: Spring 2023)
- **EDTE 742** (3) Practicum in Project-based Learning (CCP: Fall 2023)
- **IBUS 744** (3) Managing Cyber Risk in Global Organizations (NCP: Spring 2023)
- **MGSC 789** (3) Business Process Analysis, Design, and Implementation (CCP: Fall 2023)

- **MGSC 873** (3) Service Operations Management (CCP: Fall 2023)
- **MGSC 897** (4) Global Supply Chain Operations Management: Graduate Capstone Consulting Project (Fall 2023)
- **SOWK 778** (3) Advanced Analysis of Social Policy, Programs, and Services (CCP: Spring 2023)
- **Accountancy, M.A.C.C.** (PCP: Fall 2023)
- **Music, D.M.A., Music Performance** (PCP: Fall 2023)
- **Music, D.M.A., Piano Pedagogy** (PCP: Fall 2023)
- **Music, D.M.A., Conducting** (PCP: Fall 2023)
- **ECON 727** (6) MA Economics Practicum (NCP: Spring 2023)
- **EDRM 816** (3) Correlational and Multivariate Methods (CCP: Spring 2023)
- **ENGL 798** (1-9) MFA Project Hours (NCP: Spring 2023)
- **MKTG 860** (3) (Empirical Causal Analyses for Marketing Strategy Research (NCP: Spring 2023)
- **MUSC 712** (3) Analysis of Popular Music (NCP: Spring 2023)
- **MUSC 719** (3) Survey of Analytical Techniques (CCP: Spring 2023)
- **MUSC 723** (3) Music and Repetition (CCP: Spring 2023)
- **MUSC 726** (3) Topics in Music Theory (CCP: Fall 2023)
- **MUSC 897** (1-3) Document Preparation (CCP: Fall 2023)
- **MSBA/One-Year MBA** (NPP: Summer 2023)

**These proposals were unanimously approved by Graduate Council.**

**15. Report of the Grievances, Appeals and Petitions Committee (Shana Harrington)**

No report.

**16. Other Committee Reports**

None.

**17. Old Business**

Dr. Mitchell initiated discussion of a reconsideration of the policy regarding the assignment of grades of incomplete. He indicated that he had received feedback from one program regarding a preference to retain the one-year timeframe. He has asked that the program provide a bit more information on how many take advantage of the full year to successfully complete course assignments, and to revisit whether or not course requirements for any such courses are appropriately designed to be completed within the single semester for which the course is offered.

Additional discussion surrounded concern for a requirement for faculty to complete assignment evaluation and submit a grade during the summer when they are not officially under contract. A similar issue is in place for faculty hired for a single semester who may no longer be with the university when work is submitted.

Current policy allows up to 12 months for students to complete work if the grade of incomplete is assigned. A proposal under consideration is to reduce that available time to the end of a subsequent term, such that:

- An incomplete earned in Fall must be completed by the end of Spring.
- An incomplete earned in Spring must be completed by the end of Summer.
- An incomplete earned in Summer must be completed by the end of Fall.

Members were encouraged to take the topic back to their programs for further discussion among and to seek input from, colleagues. From a logistics perspective, if any changes would be made, the desire would be for implementation to receive consensus support from all levels (undergraduate and graduate), and by governing bodies at all system schools.

The topic will be revisited at future meetings.

**18. New Business**

None.

**19. Good of the Order**

Dr. Mitchell requested that members encourage their colleagues to remember to submit grades for every student in every course, every semester.

Our first meeting of the new year will be virtual on January 23<sup>rd</sup>, 2023, at 2:00p.m.

**20. Adjournment**

The meeting was adjourned at 2:42p.m.

Murray Mitchell, Secretary

CC: Michael Amiridis, President  
Donna Arnett, Provost  
Cheryl Addy, Interim Dean of the Graduate School  
Deans  
Department Chairs  
Graduate Directors  
Aaron Marterer, University Registrar  
Elaine Belesky, Office of the Registrar  
Malia Kiehl, Office of the Registrar  
Tara Wright, Office of the Registrar