Minutes of the Annual Meeting  
of the Graduate College Faculty  
of  
April 6, 2017

The meeting was called to order shortly after 2:00 PM

I. Dean Karen J. Colley welcomed the faculty.

II. The minutes of the April 29, 2016 meeting were presented for a vote to approve.  
With no comments, the minutes were approved as submitted.

III. Annual Report of the Dean

A. Dean Colley mentioned that knowledge about Graduate College initiatives and events  
among Directors of Graduate Studies, and faculty in general, is variable as discovered  
during recent meetings with individual programs.

The Dean described the various courses that the Graduate College offers to students  
across disciplines.

GC 501, Responsible Conduct and Responsible Research, taught by Associate Dean  
Jon Art is required for student under NIH grants.

The International Teaching Assistant Program, in addition to their evaluation of  
English ability (speaking and comprehension) for all new international TAs, offer  
three classes: GC 510, Communication and Teaching Methods for International  
Teaching Assistants, GC 511, Oral Communication and Interaction Skills for  
International Teaching Assistants, and GC 509, Advanced Pronunciation for ITAs.

GC 512, Written Communication and Presentation Skills, is intended for PhD  
students who have completed 35 hours in the program and who need help with basic  
writing skills. This course is in high demand and has been offered only to students in  
STEM fields. Beginning Sumer 2017 there will be STEM and non-STEM sections.

The Graduate College offers three courses on college instruction, which comprise a  
campus certificate, Foundations of College Instruction, that should be of interest to  
graduate students, a teaching is critical in job placement in colleges and universities.  
Students may take any of the three courses without earning the certificate. GC 593,  
Foundations of College Teaching, has been a very well-received by the students. GC  
594, Practicum in College Teaching, was also well-received. Beginning in AY17-18  
the third course, GC 592, Seminar in College Teaching, will be offered.

The Dean provided highlights of the Professional Success Program (PSP), developed  
by Theresa Christenson-Caballero (Director of Graduate Student Professional and  
Career Development). Graduate students will accrue points (based upon the type of  
event) to enhance career and professional development skills. Doctoral students need
to accrue 10 points in four years and master’s students 5 point in two years. An Individual Development Plan is required in year one, and students can then choose from a variety of events to accrue the rest of the points, including completing a course such as GC 593, Foundations of College Teaching.

The Dean provided examples of other efforts of Ms. Christenson-Caballero. Workshops and other events focusing on professional development, academic development, wellness, and social activities are offered to students regularly. Recently, a competition called the Three-Minute Thesis were students have one slide and three minutes to explain their research to an educated but general audience was held. The UIC winner is right now competing at the Midwest Association of Graduate Schools conference in Indianapolis. Also, Graduate Student Appreciation Week occurred March 3-10, 2017, with at least three events held every day, ranging from career development workshops to massages.

The Provost charged the Dean with developing a Diversity Pipeline initiative to make UIC a place to go for other schools to recruit underrepresented PhD graduates to their faculty. This involves recruitment efforts of underrepresented PhD applicants, through professional development of those students. As part of this, almost all programs indicated that UIC’s stipend levels are not competitive.

IV. Business Meeting

1. The ballot for nominations for the Executive Committee was presented and nominations from the floor were requested. There were no new nominations from the floor and the faculty ratified the ballot as submitted.

2. The ballot for nominations for the Awards Committee was presented and nominations from the floor were requested. There were no new nominations from the floor and the faculty ratified the ballot as submitted.

3. The ballot for nominations for a new committee, the Diversity Awards Committee, was presented and nominations from the floor were requested. There were no new nominations from the floor and the faculty ratified the ballot as submitted.

V. Overview of UIC’s Shorelight Initiative for Graduate Programs

- Dr. Donald Wink, UIC faculty member and chair of the Academic Quality Assurance Committee, provided an overview of the Shorelight/UIC International initiative. This initiative will recruit international students to UIC, and offer different pathways to admission, form those applicants who need English language instruction to fully qualified admissions. The graduate aspect is now being explored after the undergraduate part has been in place for over a year. The graduate level will focus primarily on master’s level programs, and possible some professional doctorates. Standards for admission will be developed for each program that has an interest, and individual graduate programs must agree to be part of the initiative. Master’s programs
that require a thesis and PhD programs are not under consideration.

VI. The Dean asked the faculty if there were questions on any topic. One faculty member asked for advice on how to eliminate the GRE as a requirement for the program. The Dean responded that there exist a wide range of opinions on the value of the GRE, and it is up to each individual department to determine the validity of the exam. It was noted that the GRE is not a Graduate College requirement.

VII. Old Business
    There was no old business.

VIII. New Business
    There was no new business.

The meeting was adjourned.
Minutes of the Graduate College
Executive Committee Meeting
of
March 17, 2017

Present: Karen Colley (Dean), Alyson Holbrook (phone), Nicholas Huggett, Silvia Malagrino, Anna Roosevelt, Duncan Wardrop, Cheryl Towler Weese

Absent: Eileen Collins, Chieh Chang, Michael Federle, Serdar Ogut, David Schaaafsma, Michael Scott, Ramin Takloo-Bighash, Jennifer Wiley

Guests: Alexander Aurin (Physical Therapy), Robert Kenyon (Computer Science), Larry Wrobel (Health Policy and Administration)

Staff: Jonathan Art, Steve Kragon, Benn Williams

The meeting was called to order at 1:36 p.m. by Dean Colley who welcomed committee members and guests. Per custom, individuals introduced themselves.

I. Program Proposals

A. Proposal to Revise the PhD in Rehabilitation Sciences [revised re-submission] (Fall 2017) (College of Applied Health Sciences)

Alexander Aruin (re)introduced the proposed changes, thanking the committee and Dean Colley for their assistance in making the needed revisions, which better address the mission and goals of the degree to train rehabilitation scholars with diverse backgrounds. This proposal includes modification in the number of required core courses, revising the required program thematic categories, and revising elective course requirements to allow for tailoring of coursework relative to the unique educational goals of each doctoral student, while assuring relevance to the broad field of rehabilitation sciences. The total minimum number of course hours (96) required to complete the program will not be affected. There were no questions from the committee.

With no discussion, the committee voted unanimously to approve the proposal.

B. Proposal to Revise the Master of Healthcare Administration (MHA) (Fall 2017) (School of Public Health)

Larry Wrobel introduced the proposed revisions which respond to the paradigm shift in how healthcare is delivered, evaluated, and reimbursed. The second phase of curricular changes to the MHA, based on extensive input from various stakeholders and peer benchmarking, existing and new courses will be added to the curriculum and will focus on health policy, physician relationship management, and managerial
healthcare accounting. Specific courses will be combined in order to provide the necessary credit hours to effect these changes. The total hours required for the MHA degree (60 credit hours) will remain unchanged. The committee asked Dr. Wrobel a number of questions, which were thoroughly and satisfactorily answered.

Members of the committee appreciated the thoroughness of the presentation and with little discussion voted unanimously to approve the proposal.

C. Proposal to Establish the Joint BS in Computer Science / MS in Computer Science (Fall 2017) (College of Engineering)

Bob Kenyon introduced the Department of Computer Science’s proposal of a five-year joint BS and MS programs. Earned separately, the degrees require 164 hours over 6 years, while the proposed joint degree will share 8 hours for a total of 156 hours over 5 years. Students will apply in their 3rd year, after taking a suitable number of CS courses and demonstrating outstanding academic performance. The proposed joint BS/MS program recognizes that many of the strongest students go on to attend graduate school, either immediately or within a few years of their BS degree – but not at UIC. The proposal encourages retention by reducing the time needed to earn both degrees by one year, thus also reducing the educational cost to the student.

Assistant Dean Kragon had a number of procedural questions related to how the change from undergraduate to graduate would occur, when both degrees would be conferred, and on how the undergraduate students will receive 4 hours credit for the two courses to be used towards the MS degree.

With some discussion, the committee voted unanimously to approve the proposal with the caveat that Graduate College staff oversee possible corrections to the proposal on procedural issues before the proposal proceeds to SCEP.

II. Approval of the January 20, 2017 Minutes

The minutes were approved unanimously with one abstention.

III. Dean’s Report

A. Dean Colley reported that the Provost will meet with the Executive Committee on April 14th (1:30-2:30 p.m.) in UH 650 to discuss the dean’s fifth year review.

B. The Dean briefly updated the committee on the Provost’s Diversity Pipeline initiative, for which Dean Colley has been appointed to lead.

C. The Dean reported on the success of the College’s inaugural Three-Minute Thesis competition (15 entries), with the winner representing UIC at the Midwest Association of Graduate Schools (MAGS) Annual Conference competition in April, in Indianapolis.

D. The Dean noted that five members will the end of their 2-year term at the end of the academic year. She thanked the entire committee for its year of excellent service, and
Minutes of the Graduate College
Executive Committee Meeting
March 17, 2017

asked for committee members to send nominations, or self-nominations for the committee for the upcoming Annual Meeting of Graduate Faculty to be held on April 6, 2:00 p.m., Student Services Building, Conference Room A.

IV. Old Business
   None.

VII. New Business
   None.

The meeting was adjourned at 3:15 p.m.
I. Role of the Executive Committee and Procedures Overview

Dean Colley gave a brief overview of the functions of the committee and what to expect over the course of the year, as well as providing some detail on procedures.

II. Program Proposals

A. Proposal to Revise the Master of Science (MS) in Materials Engineering (Spring 2018) (College of Engineering)

Michael McNallan provided a brief overview of the proposed change, which is to add a course-work only option for the MS. Materials Engineering is currently the only MS program within Engineering at UIC that does not have this option, and it is especially useful for students who are not seeking to continue into a PhD program. The total minimum number of course hours (36) required to complete the program will not be affected. Dr. McNallan clarified a few items that were brought up by the committee.

With no discussion, the committee voted unanimously to approve the proposal.

B. Proposal to Establish the Post-Baccalaureate Campus Certificate in Sleep Health (Spring 2018) (College of Nursing)

Bilgay Izci Balserak summarized the proposal and described why there is a need for this certificate. Dr. Balserak answered numerous questions related to the research of the area of inquiry and scope of the courses, and took suggestions about enhancing
the field within the College of Nursing. The committee was enthusiastic about the certificate. A minor edit for clarification was submitted to the College of Nursing and the Office of Academic Program Development after the meeting ended (for inclusion when submitted to SCEP), that no grade below “C” will be applied to the certificate.

Members of the committee voted unanimously to approve the proposal, with little discussion.

III. Approval of the March 17, 2017 Minutes

The minutes were approved by the three members who had attended the March 17, 2017 meeting, with the rest of the committee abstaining due to being new to the committee or not having attended the March meeting.

IV. Dean’s Report

A. Dean Colley reported that last year the Provost appointed her chair of a committee to revise the Student Academic Grievance Policy and process. The Dean briefly described the old policy and then described the level 1 and level 2 types of grievances under the new policy. Level 2 (e.g. grade grievances) should end with the student’s unit executive officer (usually department head), but could continue to the disciplinary dean. The Graduate College dean will no longer be part of this process. Level 1 grievances are for actions that will prevent the student from continuing their progress towards a degree (e.g. student dismissal). If a Level 1 grievance proceeds outside of the student’s academic department to the Grievance Officer (Graduate College Dean for students within the Graduate College), the grievant may request of hearing. The hearing panel will consist of a three faculty committee consisting of one member from the Graduate College Executive Committee (chair), one member from the student’s disciplinary college, and a third member chosen by the dean. The hearing panel will make a recommendation to the Grievance Officer, who will then make the final determination.

B. The Dean provided information on the provost’s initiative, headed by Dean Colley, on the Pipeline to Inclusive Faculty Program. The Dean stated that last year five Graduate College Star Fellowships were accepted by applicants, and that these five students were all minorities who will participate in this program, along with other students who were put forth by their program or who self-identified.

C. The Dean mentioned that her 5-year review was completed last spring, and thanked the committee members who participated.

V. Old Business

None.

VI. New Business

None.

The meeting was adjourned at 2:25 p.m.
Minutes of the Graduate College
Executive Committee Meeting
October 20, 2017

Minutes of the Graduate College
Executive Committee Meeting
of
October 20, 2017

Present: Jonathan Art (Associate Dean and Acting Chair), Ralph Cintron, Eileen Collins, Alyson Holbrook (phone), Silvia Malagrino, Roy Plotnick, Misha Stephanov, Blake Stimson, Ramin Takloo-Bighash, Elizabeth Talbott, Jennifer Wiley

Absent: Karen Colley (Dean and Chair), Michael Federle, Christopher Mitchell, Miljan Simonovic, Duncan Wardrop

Guests: Mark Brodie (Physiology & Biophysics), Steven Rivkin (Economics), Cristian Roa (Latin American & Latino Studies)

Staff: Steve Kragon, Benn Williams

The meeting was called to order at 1:35 p.m. by Associate Dean Jonathon Art. Dean Art served as Acting Chair due to the Dean’s absence. Dean Art welcomed the committee members and guests, and individuals introduced themselves.

I. Program Proposals

A. Proposal to Revise the Doctor of Philosophy (PhD) in Economics (Fall 2018) (College of Liberal Arts and Sciences)

Steven Rivkin provided an overview of the proposed change, which entails restructuring the PhD choices from four fields, where the student would choose two, to two fields where the student would choose one. This also results in a change and simplification of the structure of the Preliminary Exam. Dr. Rivkin answered numerous questions and clarified a few items that were brought up by the committee.

With no discussion, the committee voted to approve the proposal, with 9 members voting yes and 1 abstention (due to not being present for the presentation of the proposal).

B. Proposal to Revise the Master of Arts (MA) in Latin American and Latino Studies (Fall 2018) (College of Liberal Arts and Sciences)

Cristian Roa summarized the proposal which consist of eliminating one required course and adding another. It was explained that the focus of the program has shifted from applied to being more research oriented, with the graduating students moving on to PhD programs. Dr. Roa answered numerous questions related to the research the students will be doing and the sequencing of the courses under the proposal.

The committee asked that that the proposal have a bit of information added pertaining
to the sequencing of courses related to LALS 403, LALS 500 and LALS 590 (i.e. so it is clear that the student will be getting a grounding in research methods, etc., before they begin their internship and research).

Members of the committee voted unanimously to approve the proposal, with little discussion, and with the modification listed above.

C. Proposal to Revise the Master of Science (MS) in Medical Physiology (Spring 2018) (College of Medicine)

Jon Art provided background information and Mark Brodie summarized the proposal, which eliminates two courses and substitutes two others. Dr. Brodie stated that the person who taught one of the courses to be eliminated is no longer at UIC and the other course was determined as not valuable to the students in the program. Dr. Brodie answered various questions.

Members of the committee voted unanimously to approve the proposal, with little discussion.

III. Approval of the September 15, 2017 Minutes

The minutes were unanimously approved with no modifications.

IV. Dean’s Report

A. Dean Art reported that the Graduate College held a well-attended Fall 2017 Meeting of the Directors of Graduate Studies this week. Among the agenda items was an overview of the changes for the Student Academic Grievance procedures.

V. Old Business

None.

VI. New Business

None.

The meeting was adjourned at 2:35 p.m.
Minutes of the Graduate College
Executive Committee Meeting
of
December 15, 2017

Present: Karen Colley (Dean and Chair), Michael Federle, Roy Plotnick, Miljan Simonovic, Misha Stephanov, Ramin Takloo-Bighash (phone), Elizabeth Talbott (phone), Duncan Wardrop

Absent: Ralph Cintron, Eileen Collins, Alyson Holbrook, Silvia Malagrino, Christopher Mitchell, Blake Stimson, Jennifer Wiley

Guests: Ashley Burton (College of Dentistry), Michael Colvard (OMDS), Richard Cameron (Linguistics), Anthony Faiola (BHIS), Rosilie Hernandez (College of Liberal Arts & Sciences), Matthew Liotine (IDS), Imke Meyer (LCSL), Toni Roucka (College of Dentistry), Eric Swirsky (BHIS), Min Yang (MSCS)

Staff: Jonathan Art, Laura Junker, Steve Kragon, Benn Williams

The meeting was called to order at 1:35 p.m. by Dean Karen Colley. Dean Colley welcomed the committee members and guests, and individuals introduced themselves.

I. Program Proposals

A. Proposal to Revise the Master of Science (MS) in Health Informatics and Establish the Concentration in Health Data Science in the MS in Health Informatics (Fall 2018) (College of Applied Health Sciences)

Anthony Faiola provided an overview of the proposed change, which entails restructuring the course hours for five required courses and making two additional courses electives, resulting in the required hours being reduced from 45 to 38, which is in line with competing programs. The committee asked a few questions which were answered by Dr. Faiola.

With no discussion, the committee unanimously voted to approve the proposal.

B. Proposal to Revise the Admission Requirements for the Master of Science (MS) in Health Informatics (Information)

Anthony Faiola and Eric Swirsky described this information item, which consists of changing a few application requirements.
C. Proposal to Redesignate and Revise the Master of Science (MS) in Mathematics, Concentration in Probability and Statistics as the Master of Science (MS) in Statistics (Fall 2018) (College of Liberal Arts and Sciences)

Ming Yang provided a description and detailed justification for the proposal, which will take the existing concentration in Probability and Statistics and make it a stand along MS degree. The field of statistics has grown greatly, to justify this action, and the degree will be more marketable for graduates than a concentration. The concentration will continue for PhD students. Dr. Yang answered a number of questions from the committee.

Members of the committee voted unanimously to approve the proposal, with little discussion.

D. Proposal to Establish the Master of Science (MS) in Supply Chain and Operations Management (Fall 2018) (College of Business Administration)

Matthew Liotine described the proposal to establish this new MS degree. It will use mostly existing courses, taught mainly by existing faculty who have expertise in the area. A capstone course is included in the proposal. Dr. Liotine stated that demand for such a degree is great. Dr. Liotine answered a few clarifying questions from the committee.

With no discussion, the committee unanimously approved the proposal.

E. Proposal to Revise the Master of Science (MS) in Oral Sciences (Fall 2018) (College of Dentistry)

Michael Colvard provided an overview of the proposed change which is to add a project option, in addition to the existing thesis option, increase the core course hours, and to open admission to applicants with varying educational backgrounds. The Committee asked a number of questions and Dr. Colvard provided additional information.

With no discussion, the committee unanimously approved the proposal.

F. Proposal to Revise the Doctor of Philosophy (PhD) in Oral Sciences (Fall 2018) (College of Dentistry)

Dean Roucka, Associate Dean of Dentistry, provided an overview of the proposed change which standardize required coursework, related to the change of the core courses in the MS proposal (E.).

With no discussion, the committee unanimously approved the proposal.
G. Proposal to Establish an Area of Inquiry in Accounting in the Doctor of Philosophy (PhD) in Business Administration (Fall 2018) (College of Business Administration) (Information)

With no guest presenter in attendance, Dean Colley summarized this information item to the committee, which is to add an additional area of emphasize to the PhD in Business Administration. The committee did not have any issues, and Dean Colley and Steven Kragon mentioned a few small clarifying edits needed that would be provided before the proposal is sent to SCEP.

H. Proposal to Suspend the Master of Arts (MA) in Linguistics (Fall 2018) (College of Liberal Arts and Sciences) (Information)

Roslie Hernandez, Associate Dean of LAS, summarized the proposal (which is an information item) and provided rationale for suspending Admissions for this program. The reasons include: LAS is faced with budget cuts and a structural deficit; decline in the number of students in the program; program does not have a BA or PhD, and the LAS Faculty prioritized such programs for review for suspension; a senior scholar is retiring which affects recruiting; reliance on adjuncts; similar to the Teaching of Spanish program, but is not budget neutral; LAS informed the School in FY 15/16 of various issues but the program did not provide cost-cutting ideas; among other issues.

Dr. Cameron added clarifying comments, disagreeing with a number of items stated by LAS, including about being informed of the decision over the summer. There was not an EO during the summer. Other points of disagreement: did not understand that the retirement of a faculty was a fatal blow to the program; the number of adjuncts; program has existed since the 1970’s with hundreds of graduates; the program has been revised a number of times; the department is currently involved in a number of projects, including development of an undergraduate minor, a potential BA, and online certificate. There were other points of disagreement with what has been stated.

Dr. Meyer noted that there has been issues with communication, and that she also did not understand that the actions were to be forthcoming. She also provided additional background and related information.

Although this proposal was an information item, the committee had a lengthy discussion, and formally decided to provide a statement to SCEP, LAS, LCSL and the Department of Linguistics. The statement will include concerns about the justification of the suspension, and urge LAS and the School to work towards bolstering this area of study by exploring a major at the BA level, a graduate campus certificate, and reopening admissions to the MA at some point in the near future.

III. Approval of the October 20, 2017 Minutes

The minutes were unanimously approved with no modifications.
IV. Dean’s Report

There was no Dean’s Report due to lack of time.

V. Old Business
   None.

VI. New Business
   None.

The meeting was adjourned at 3:30 p.m.
Minutes of the Graduate College
Executive Committee Meeting
of
January 26, 2018

Present: Karen Colley (Dean and Chair), Ralph Cintron, Eileen Collins, Alyson Holbrook (phone), Silvia Malagrino, Roy Plotnick, Miljan Simonovic, Misha Stephanov, Ramin Takloo-Bighash, Duncan Wardrop, Jennifer Wiley

Absent: Michael Federle, Christopher Mitchell, Blake Stimson, Elizabeth Talbott

Guests: Therese Quinn (Museum and Exhibition Studies and Art History), Anthony Stepter (Museum and Exhibition Studies and Art History), Saul Weiner (Medicine, Pediatrics, and Medical Education)

Staff: Jonathan Art, Lunaire Ford, Laura Junker, Steve Kragon, Benn Williams

The meeting was called to order at 1:35 p.m. by Dean Karen Colley. Dean Colley welcomed the committee members and guests, and individuals introduced themselves.

I. Program Proposals

Note: the following members who attended were not present for the votes: Ralph Cintron, Ramin Takloo-Bighash, Duncan Wardrop

A. Proposal to Establish the Program in Museum and Exhibition Studies (Fall 2018) (College of Architecture, Design, & the Arts)

Therese Quinn provided an overview of the proposed change and explained that the current MA in Museum and Exhibition Studies is housed in the department of Art History. The current structure is an issue because MA in Museum and Exhibition Studies is interdisciplinary while Art History is not. Confusion results with applicants, students and faculty who believe that the degree is Art History focused when in fact different types of museums and similar facilities are part of the program (e.g. Anthropology). Dr. Quinn answered questions form the committee.

With no discussion, the committee unanimously voted to approve the proposal.

B. Proposal to Establish the Museum and Exhibition Studies (MUSE) Course Subject/Rubric (Fall 2018) (College of Architecture, Design, & the Arts)

Theresa Quinn explained that all courses in their degree would be changed from AH (Art History) to MUSE (Museum and Exhibition Studies).

With no discussion, the committee unanimously voted to approve the proposal.
C. Proposal to Establish the Post-Baccalaureate Campus Certificate in Health Professions Education (Fall 2018) (College of Medicine)

Saul Weiner provided a description and explanation for the proposal, which will utilize existing courses from the Master of Health Professions degree. The proposed certificate is intended for MS fellows who may not want to complete the longer MHPE degree. The focus will be on curricular development and assessment. Students who complete the certificate will have the option to apply to the MHPE and use the hours towards the degree. This certificate is open to applicants in all health-related fields. Dr. Weiner answered a number of questions from the committee.

Members of the committee voted unanimously to approve the proposal, with no discussion.

III. Approval of the December 15, 2017 Minutes

The minutes were approved with no modifications, with 5 members approving, 2 abstentions because they were not present on December 15.

IV. Dean’s Report

There was no Dean’s Report.

V. Old Business

The Dean provided an update on the information item, the Proposal to close Admissions for the MA in Linguistics, from the last meeting. The Dean provided the committee with a letter sent to members of the Senate Committee on Educational policy (SCEP) from Janet Smith, Professor and UIC United Faculty President, pertaining to the perceived lack of faculty governance on the decision to suspend admissions. In addition, the SCEP statement endorsing the statement made by the Graduate College Executive Committee to LAS, Linguistics, the School of Literatures, Cultural Studies and Linguistics, and Janet Smith was provided for information to the committee.

VI. New Business

None.

The meeting was adjourned at 2:10 p.m.
Minutes of the Graduate College
Executive Committee Meeting
of
February 23, 2018

Present: Karen Colley (Dean and Chair), Eileen Collins (phone), Silvia Malagrino, Christopher Mitchell (phone), Roy Plotnick, Elizabeth Talbott (phone), Duncan Wardrop, Jennifer Wiley

Absent: Ralph Cintron, Michael Federle, Alyson Holbrook, Miljan Simonovic, Misha Stephanov, Blake Stimson, Ramin Takloo-Bighash

Guests: Joshua Drucker (Urban Planning and Policy), Gail O’Connell (Energy Engineering), William Ryan (Energy Engineering)

Staff: Jonathan Art, Laura Junker, Steve Kragon, Benn Williams

The meeting was called to order at 1:35 p.m. by Dean Karen Colley. Dean Colley welcomed the committee members and guests, and individuals introduced themselves.

I. Program Proposals

A. Proposal to Revise the Master of Urban Planning and Policy, Eliminate the Concentration in Globalization and International Planning, Rename and Revise the Concentration in Spatial Planning and Design, and Revise the Concentration in Urban Transportation (Fall 2018) (College of Urban Planning and Public Affairs)

Dr. Joshua Drucker provided an overview of the proposed changes and explained the revisions have been overdue, with the program going through two cycles of accreditation review without making revisions. The changes to the degree requirements consist of an increase to core courses from 20 to 30 hours, eliminating one concentration and stabilizing two other concentrations. In addition, the master project option is being replaced with a coursework-only option that requires an approved internship with the development of a professional portfolio. The thesis option remains unchanged. Total hours for the degree (60) remain unchanged.

Dr. Drucker also explained that the various concentrations the MUPP program has should be reclassified as specializations, as a transcript notation is not desired. A future proposal will reclassify the existing concentrations as specializations.

Dr. Drucker stated that the elimination of the concentration (specialization) in Globalization and International Planning is a result of the department’s restructuring, and placing some of the required courses for the concentration into the core courses. The remaining concentrations (specializations) have been streamlined.
Dr. Drucker answered questions from the committee. A few text changes were requested, which will be incorporated in the proposal before it is sent to the next level of governance (SCEP).

With no discussion, the committee unanimously voted to approve the proposal.

B. Proposal to Establish the Post-Baccalaureate Campus Certificate in Power Generation (Fall 2018) (College of Engineering)

C. Proposal to Establish the Post-Baccalaureate Campus Certificate in Energy Efficient Building Design (Fall 2018) (College of Engineering)

Dr. William Ryan provided a description and explanation for the two proposals. Dr. Ryan explained that the Master of Energy Engineering (MEE) degree has existed for a number of years, with two main areas of focus, power generation and building design. Establishing campus certificates in each of these areas provides knowledge to students who may have backgrounds that qualify them to understand the topics, but do not have expertise in the areas. In addition, it is hoped that some students entering either of the certificates may be then interested in completing the MEE degree.

Students in each of these certificates have to complete three out of four courses and a capstone project. Students who also are interested in the MEE degree could obtain the certificate and also transfer the hours to the degree.

Members of the committee voted unanimously to approve the two proposals, with no discussion.

III. Approval of the January 26, 2018 Minutes

The minutes were approved unanimously with no modifications.

IV. Dean’s Report

Dean Colley reported that the Graduate College be holding the Spring 2018 Directors of Graduate Studies Meeting on April 3, 2-3 pm, immediately followed by the Annual Meeting of the Graduate Faculty, beginning at 3 pm, in the Student Services Building (SSB), Conference Room A.

The Dean stated that Kevin Browne, Vice-Provost for Academic and Enrollment Services, will present a proposal to increase the International Credentials Evaluation fee for international applicants.

The Dean announced that the Graduate College Annual Spring Fellowship reception will occur on Thursday, March 1, 12:30-2 pm, 2850 UH.

The Dean reminded the committee that Chancellor Michael Amiridis will meet with the
committee for the first hour on March 16, 2018, and that Provost Susan Poser will meet in executive session with the committee on April 6, 2018.

V. Old Business

No Old Business.

VI. New Business

No New Business.

The meeting was adjourned at 2:15 p.m.