Minutes of the Annual Meeting
of the Graduate College Faculty
of
April 8, 2015 (SSB Rooms B & C)

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

I. Dean Karen J. Colley welcomed the faculty and introduced Graduate College staff

II. Annual Report of the Dean

A. Dean Colley provided an update on the Graduate College’s (GC) efforts related to graduate student experience and professional/career development.
   1. Workshops and related activities
      a. Theresa Christenson-Caballero, Visiting Assistant Director of Graduate Student Outreach and Career Development, offered nearly fifty (50) different workshops related academic and career development skills, in addition to a number of wellness, social and cultural events for graduate students over the year.
      b. A part of this effort included Graduate Student Appreciation Week (March 9-13) with 18 events throughout the week the various events were very well attended (over 500 students) and received praise from graduate students. Events were mainly related to academic or career/professional development, but also included wellness and other activities.
      c. The GC will continue to expand these efforts.
      d. The Graduate College collaborates with a number of units and individual faculty to present workshops, seminars, and other activities.
      e. Faculty who would like to volunteer to lead workshops are welcomed to contact the Graduate College

   2. Graduate College courses on college teaching
      a. Another area of professional and career development are two courses offered by the Graduate College on college teaching. The courses are intended for graduate students and postdocs and provide a foundation for effective teaching at the college level. The courses were developed and are taught by Dr. John Coumbe-Lilly (Kinesiology).
      b. GC 593, Foundations of College Teaching, has been offered for the last two years. This course has been a very well-received by the students.
      c. GC 594, Practicum in College Teaching, has been offered for the first time, and was also well-received.
      d. Ultimately campus certificate in college teaching will be developed, using these two courses as the base.

   3. Graduate College course on Responsible Conduct of Research
      a. Responsible Conduct of Research course, GC 401, that has now been renumbered GC 501, for one (1) credit hour. The information in this course is mandated by the NIH for recipients of NIH funding and other federal training grants.

   4. International Teaching Assistant (ITA) Program
      a. The ITA program is housed in the Graduate College and is led by
Vandana Loebel. The program fulfills a requirement of Illinois state law regarding the ability for international teaching assistants to effectively communicate in the classroom.

b. ESL 401 has been changed to GC 510, Communication and Teaching Methods for International Teaching Assistants. And GC 511, Oral Communication and Interaction Skills for International Teaching Assistants.

5. Update on diversity initiatives
   a. Graduate College diversity initiatives are overseen by the Assistant Dean for Diversity and Recruitment, Dr. Lunaire Ford, and have been very successful this past year.
   b. One program that you may not be aware of is the Fellows Mentoring Initiative run by Dr. Ford. Underrepresented students who have received funding through the Abraham Lincoln Fellowship, the Diversifying Faculty in Illinois fellowship, or who are PASSAGE Scholars, are invited to mentoring sessions, research presentations, other group discussions, and dedicated writing sessions. The idea is to build community, provide a place for these students, who many times feel disenfranchised in their programs, to come discuss issues and obtain support. Many students are participating. Mostly academic in nature, the meetings allow student across disciplines to network and discuss ideas and research.

6. New structure for Graduate College Fellowships (University and Abraham Lincoln, first round)
   a. In an effort to provide more consistent support over four years, these fellowships have been restructured so that the student will be funded at $22,000 in years 1 and 4 and have their 50% TA or RA topped off to $22,000 in years 2 and 3. We have also instituted a STAR Fellowship, up to one per division, selected from UF and ALF applicants that the Awards Committee have indicated as the top candidates. The STAR fellowship, will be supported at $22,000 for all four years. These changes were done in order to make the fellowships more competitive with offers from competitor institutions.
   b. Due to the increase in cost per student these changes result in, the impending budget cuts, and a dwindling cash balance, the Graduate College has been very conservative in our offers this year. It is also important to inform you that Chancellor Amiridis does not want to see the fellowship budget cut.
   c. The Diversifying Faculty in Illinois fellowships are funded by the IBHE and are on the governor’s list for de-funding. As of now, there isn’t any money from IBHE to provide fellowship stipends for DFI students. The Graduate College will provide tuition waivers for continuing DFI students in good standing.

III. The minutes of the March 14, 2013 meeting were approved as submitted.

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 and the ballot was approved 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 and the ballot was approved as submitted.

V. Counseling Center Presentation: Recognizing and Advice on Distressed Students

Dr. Jenna Bauer, Counseling Center, presented information on the function and resources of the Counseling Center, what to recognize in student behavior which may indicate mental health issues, and advice on what faculty should do if they encounter such issues. The presentation touched on a number of important aspects on when to act and possible ideas on how to convince the student to obtain help.

A number of faculty mentioned that the training should be more widely available to faculty. Dr. Bauer stated that she or her colleagues are available for presentations at departmental meetings, with various groups (students, faculty and staff).

A number of faculty questioned what their role is when they encounter a student who is displaying such behavior, as well as similar questions, and Dr. Bauer provided advice.

VI. Similarity, Copyright & Plagiarism – Confusion in the Academy

Dean Colley and Associate Dean Jonathan Art spoke about publication and plagiarism issues that the Graduate College has encountered with student theses and dissertations, as well as national issues and trends.

Highlights:

- The University contracted to license iThenticate software for grants submitted to the OVCR, and graduate student’s theses and dissertations submitted to the Graduate College. The software first became available for use by UIC in mid-December 2013.
- iThenticate software does not detect plagiarism, only word/phrase overlaps. It is up to the user to discern if the word overlaps are significant and need to be edited.
- Training and further information will be forthcoming.
- Dean Art has been using iThenticate to review all submitted theses/dissertations for over a year. In the last few months, the other GC staff have begun to also review.
- The goal is to move the iThenticate review to the student and defense committee.
- Dean Colley talked about copyright issues and explained that unlike patent protection, copyright protection exists from the time of creation. The Dean continued the discussion with faculty in attendance and answered a
number of questions. The Dean mentioned that more complete information is located on the Graduate College website, and further information will continue to be added.

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 20, 2015

Present:   Karen Colley (Chair), Danilo Erricolo, Giamila Fantuzzi, Michael Federle, Nicholas Huggett, Jesús García-Martinez, Virginia Miller, Christopher Mitchell, Serdar Ogut, Pamela Popielarz, Jack Prost, David Schaafsma, Steward Shankman, Duncan Wardrop

Absent:   Silvia Malagrino

Guest:   David Eddington (Bioengineering), Carol Gill (Disability Studies)

Staff:   Jonathan Art, Lunaire Ford, Cheryl Johnson, Laura Junker, Marie Khan, Steve Kragon,

I. Program Proposals

A. Proposal to Establish the Post-Baccalaureate Campus Certificate in Disability Ethics – This proposal was presented by Associate Dean Jon Art.

Dr. Jon Art explained that this proposal was resubmitted to GCEC after being tabled at the January 23rd meeting. The Graduate College Executive Committee had concerns about the final review and integration of the course work and in particular the performance in the final course during which the student was required to successfully integrate the information from all three courses mentioned.

The concern was two-fold. The first concern was that there was an assessment of a student by a committee without an explicit novel contribution by the student that was being explicitly reviewed. The second concern was that it was still unclear how the student will know how to perform to assure that they are able to achieve the certificate.

The department has now addressed the concerns. The change now reflects the following:

1. Under “Academic Policies”, the grade requirement for the final course has been added.
2. Under “the Listing of Courses”, clarification was added about the final course.
3. Under “End-of-program assessment”, The discussion of a separate program performance measure was deleted, and the course grade criteria for earning the certificate was added.

After a brief discussion, the proposal was approved unanimously.
B. Proposal to Establish the Joint Doctor of Medicine (MD) / Master of Science in Bioengineering (MS-BIOE) – This proposal was presented by Associate Dean Jon Art.

Dean Art explained that the College of Engineering and College of Medicine propose to offer a joint Doctor of Medicine/Master of Science in Bioengineering degree program. This will be a five year program that will prepare medical school graduates with the skills required to combine their clinical knowledge and research ability in order to prepare them for careers as clinical researchers beyond a typical MD.

The Doctor of Medicine is a four year degree, the first two years of the degree (M1 and M2) consist of basic medical sciences and preclinical medicine. The final two years (M3 and M4) consist of clerkship requirements and clerkship electives. The Master of Science in Bioengineering requires 36 hours. Students can opt to complete a thesis (completing 28 hours of coursework and 8 hours of thesis) or earn the degree through coursework alone.

After discussion, the proposal was approved with thirteen yes votes and one abstention due to that member not being present for the presentation.

II. Approval of the January 23, 2015 minutes

Approved with thirteen yes votes and one abstention due to absence at the January 23 meeting.

III. Dean’s Report / Proposed changes to the Graduate College By-Laws

Dean Colley provided a brief overview of the proposed by-laws changes. There are two categories of changes, one that consists of language and policies that are obsolete or outdated, or grammatical corrections, and a few new procedure, including adding two one-year term member per division, appointed by the Dean, to the Awards Committee, in order to provide widespread representation.

The Graduate College Executive Committee saw no problems with the proposed changes and approved unanimously. The proposed changes will be distributed to all graduate faculty before the April Annual Meeting, and will be put up for a vote at that meeting.

IV. Old Business – No Old Business

V. New Business – No New Business

The motion to adjourn was approved unanimously.
Minutes of the Graduate College
Executive Committee Meeting
of
April 24, 2015

Present: Karen Colley (Chair), Danilo Erricolo, Giamila Fantuzzi, Michael Federle, Silvia Malagrino, Jesús García-Martinez, Nicholas Huggett, Virginia Miller, Christopher Mitchell, Serdar Oğut, Pamela Popielarz, Jack Prost, Steward Shankman, Duncan Wardrop

Absent: David Schaafsma

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

I. Executive Committee meets with Provost Eric “Rick” Gislason - Graduate College Dean Annual Review

The annual review is held in executive session, minutes are not taken. The Dean and staff of Graduate College are not present for this portion of the meeting.

II. Chancellor Michael Amiridis meets with the Graduate College Executive Committee and Deans

Chancellor Amiridis talked at length to the Committee on his initial impressions, ideas and goals for UIC. The Chancellor stated that he is meeting with faculty in departmental meeting, and plans to continue the meetings. He will also meet with staff in departments.

The Chancellor asked members to introduce themselves and talk about what they do, and to provide feedback and issues that UIC is facing. Dean Colley provided an overview of important issues facing graduate education at UIC and various committee members voiced their concerns.
Minutes of the Graduate College
Executive Committee Meeting
of
September 4, 2015

Present: Karen Colley (Chair), Chieh Chang, Eileen Collins, Nicholas Huggett, Jesús García-Martinez, Pamela Popielarz, Michael Scott, Cheryl Towler Weese, Duncan Wardrop

Absent: Michael Federle, Silvia Malagrino, Christopher Mitchell, Serdar Ogut, David Schaafsma, Anna Roosevelt

Guest: Demetra John (Applied Health Science)

Staff: Jonathan Art, Lunaire Ford, Cheryl Johnson, Laura Junker, Marie Khan, Steve Kragon

I. Dean Karen Colley opened the meeting by welcoming the new and returning committee members. Participants introduced themselves.

II. Program Proposals

C. Proposal C was reviewed first. Proposal to Rename the Associated Health Sciences (AHS) Subject/Rubric as the Applied Health Sciences (AHS) Subject – This proposal was presented by Associate Dean Jon Art. .

Dr. Jon Art explained that this proposal was resubmitted to GCEC as informational only. This proposal is to change the full name of the AHS rubric in all UIC system from “Associate Health Science” to “Applied Health Sciences” in order to reflect the current name of the college. The college’s name change was not accompanied by a similar change in the full name of the college course rubric and this has created problems for students, staff, and faculty to locate college level courses in the UIC system.

No vote was needed for this proposal but Executive Committee had no problems with this request.

A. Eliminate the IBHE – Approved Certificate in Administrative Nursing Leadership. This proposal was presented again by Associate Dean Jon Art.

Dean Art explained that the (AACN) and its accrediting arm, the CCNE, set a target year of 2015 for graduate nursing programs to transition all advanced specialties/concentrations away from the MS in Nursing to the Doctor of Nursing Practice. This change was already approved by the College of Nursing Curriculum Committee and faculty in 2013.
There is currently (1) student enrolled in the Administrative Nursing Leadership certificate program in Chicago. The student will be allowed to complete the degree requirements, but must have them completed by May 2017. No new students will be admitted at this time.

**The committee approved this proposal with a unanimous vote.**

B. Proposal to Eliminate the Campus Certificates in (1) Advanced Practice Cardio metabolic Nursing; (2) Advanced Practice Forensic Nursing; (3) Post-Master’s Clinical Nurse Specialist; (4) Post-Master’s Nurse Practitioner/Midwifery.

Dean Art stated that it would be the same type scenarios as the previous proposal. There are currently (8) students enrolled in the Nurse Practitioner/Midwifery. They will be allowed to complete the degree requirements but must meet the May 2017 deadline for completion.

**The committee approved this proposal with a unanimous vote.**

III. Approval of the March 20, 2015 minutes

Approved by four yes votes and four abstentions due to absences at the March 20, 2015 meeting.

Approval of the April 24, 2015 minutes

Approved by four yes votes and four abstentions due to absences at the March 20, 2015 meeting.

IV. Dean’s Report

Dean Colley stated that the current focus for the campus is on student experience and preparation while promoting the vast number opportunities and experiences that the Chicagoland has to offer. The Graduate College has sponsored excellent workshops and programs within this focus; however, the GC should enhance our communication for such events.

The Senate approved a proposal to expand the services of the writing center for UIC, e.g., with the implementation of a West Campus location and the hiring of tutors to work exclusively with graduate and professional students. (This is a non-binding document that highlights needs and proposes solutions.) The Chancellor wanted to know what area of writing were the issues occurring? The conclusion was that graduate students were having problems with the basics of writing concepts.

Dean Colley is also trying to assist in this area and plans to possibly partner with Student Affairs to implement a basic writing course for credit. She stipulated that registration would be restricted to students with referrals from a faculty member.
Dean Colley spoke about the Graduate College implementing a pilot that will bring the Counseling Center to different departments to address how to accommodate students with mental health needs. She is partnering with her own department for this pilot. She plans to add more sessions around the campus in locations such as BSB, SES, and SEL.

As returning members will recall, the Graduate College has been working to implement some sort of sanction or dismissal process (from the Graduate College Faculty) for instructors who mistreat their graduate students. The Graduate College revised the by-law to address this type of situation. A decision was made against a faculty member; however, the dismissal decision was challenged and overturned. Dean Colley will be meeting with the university’s legal team to see which rights the Graduate College possesses to implement this sort of punishment. She will get back with the committee after said meeting.

Lastly, Dean Colley presented the changes to the GC Fellowship Policies starting in 2015. The committee read over the policies and gave her a few suggestions. Additionally, Associate Dean Jon Art suggested that all documents required for the renewal of University & Abraham Lincoln fellowships should be submitted to the Graduate College by April 1st -- instead of April 15th -- to allow more time for the renewal approval process, i.e., verifying the completion of necessary tasks/requirements.

Dr. Wardrop also suggested to take another look at Policy 3 which states a student will not allowed to extend their 4th year funding to the 5th year just to take advantage of external funding sources. He feels that we should not penalize a meritorious student with a “use it or lose it” policy (when external funding is obtained during the course of GC funding).

Dean Colley will look at these suggestions and resubmit them with updates.

V. Old Business – No Old Business

VI. New Business – No New Business

The motion to adjourn was approved unanimously.
Minutes of the Graduate College  
Executive Committee Meeting  
of  
September 18, 2015

Present: Karen Colley (Chair), Chieh Chang, Jesús García-Martinez, Christopher Mitchell, Serdar Ogut, Pamela Popielarz, Anna Roosevelt, Michael Scott, Cheryl Towler Weese, Duncan Wardrop

Absent: Eileen Collins, Michael Federle, Nicholas Huggett, Silvia Malagrino, David Schaafsma

Guest: Dr. Alexander Mankin (Center for Pharmaceutical Biotechnology)

Staff: Jonathan Art, Lunaire Ford, Cheryl Johnson, Laura Junker, Steve Kragon

I. Dean Karen Colley opened the meeting with introductions by all participants.

II. Program Proposals

A. Proposal to Establish the Master of Science in Medical Physiology – This proposal was presented by Associate Dean Jon Art.

Dr. Jon Art explained that this new program proposes to provide students with advanced training in the Physiological Sciences to better prepare for future professional studies in the health sciences, particularly in medicine, or PhD programs. It will provide a one-year program based in one of the most important basic areas of the health sciences, i.e., physiology.

It will be the first public program in Illinois. It will target students with a bachelor’s degree in chemical/physical/biological sciences or pre-med programs

Dr. García-Martinez added that this one year Master’s program will give students a slight edge in and be compatible for Dental, Pre-Med, or PhD disciplines. He stated that it gives students a chance to prove that they can perform in graduate-level courses. He noted that it may be used by students without a science background as well.

Dr. García-Martinez went on to answer more questions and also emphasized that the cost was lower than any other in-state school. He stated that student requirements will be screened for the eligible GPA and MCAT/GRE requirements.

The approval for this proposal was tabled with suggested revisions to be made before going to SCEP. Dean Colley will follow up with an email highlighting the needed revisions. Three (3) members abstained due to missing the complete discussion.
B. Proposal to Rename the Center for Pharmaceutical Biotechnology as the Center for Biomolecular Sciences. This proposal was also presented by Associate Dean Jon Art.

Dean Art explained that the proposal for the move is informational. The change is better reflect the work and mission of the center. No courses will be changed. This will be a change without touching the contents.

No vote was needed as it was presented as informational.

C. Proposal to Rename the Concentration in Pharmaceutical Biotechnology within the PhD in Pharmacognosy as the Concentration in Biomolecular Sciences. This modification reflects current and future research emphases.

Dean Art stated that Center has changed over time. The focus has now moved from a biotechnological emphasis to one now more aimed at molecular mechanisms.

Dr. Mankin agreed that most labs now deal with molecular sciences.

The committee approved this proposal with a unanimous vote.

A. Approval of the September 4, 2015 minutes

Approved by four “yes” votes and three abstentions due to absences at the September 4, 2015 meeting.

B. Dean’s Report

Dean Colley continued on with the suggested revisions that were needed to be submitted to Dr. García-Martinez regarding his proposal.

The committee came up with the following concerns:
1. Clarity was needed regarding the source and content of the existing and new courses - are they in the Medical curriculum, GEMS curriculum, or are they Physiology and Biophysics specific courses? Are the students asked to attend classes in person, our using videotaped content only?
2. Regarding new courses: instructors should be listed for each lecture. This will help to address the concerns about sustainability of the program.
3. Will there be new faculty required? It was stated that no new faculty are required but the budget talked about 2 FTEs for faculty? The committee suggested listing the new faculty that will come on board and the courses they will be teaching.

Dean Colley will send the suggestions to Dr. Garcia-Martinez.

C. Old Business – No Old Business
D. New Business – No New Business

The motion to adjourn was approved unanimously.
Minutes of the Graduate College  
Executive Committee Meeting  
of  
October 23, 2015

Present: Karen Colley (Chair), Chieh Chang, Eileen Collins, Jesús García-Martinez, Pamela Popielarz, Anna Roosevelt, Michael Scott, Cheryl Towler Weese,

Absent: Michael Federle, Nicholas Huggett, Silvia Malagrino, Christopher Mitchell, Serdar Ogus, David Schaafsma, Duncan Wardrop

Guests: Linda Scott (College of Nursing), Glen Schumock (Pharmacy Systems, Outcomes, and Policy)

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

I. Dean Karen Colley opened the meeting with introductions by all participants.

II. Program Proposals

A. Proposal to Revise the Prerequisite Coursework for Admission to the Master of Science in Nursing Graduate Entry Program (Informational) - This proposal was presented by Associate Dean Jon Art.

Dr. Jon Art explained this informational item wherein clarity is added to the coursework prerequisites for this master’s degree (amount of time prior to matriculation; a course specifically entitled “Research Methods) and a new course, Microbiology, is now also required.

There was discussion about the types and geographical location of admitted students, the types of “research methods” courses allowable, and the rationale for the new course. Dr. Art suggested clarifying the phrase “All science prerequisites must be completed within seven years of enrollment” to better indicate that prerequisites must be completed prior to matriculation.

**No vote was needed as it was presented as informational.**

B. Proposal to Revise the PhD in Nursing - This proposal was presented by Associate Dean Jon Art.

The College of Nursing has offered a PhD in nursing for forty years and it is recognized as the gold standard degree for nursing education in what remains a robust job market. The curriculum, however, has not undergone substantive revision since 1999 despite significant changes in the health care landscape and the creation of new knowledge in the interim. Revisions include the overhaul of content and objectives of several courses, deletion of specific courses as degree requirements (NURS 585, NURS 590),
development of new required courses, while maintaining the same number of required credits (BSN + 96 or MS + 64). In the context of a rapidly changing discipline, the curriculum will rest on six foundations: synthesizing knowledge, conducting research, content expertise, leadership, scholarly work, and teaching.

Dr. Art applauded the socialization of students in interdisciplinary research with the literature review and grant-writing courses being worthy of replication in other programs across campus.

Questions were posed about the research experience of applicants and the nature of the admissions process. (Answers: shortcomings will be filled by the research practicum and student-faculty matching is done during the admissions/interviewing process.)

**The committee approved this proposal with a unanimous vote.**

C. Proposal to Establish the Master of Science in Comparative Effectiveness Research – This proposal was presented by Associate Dean Jon Art.

The proposed 100% online program seeks to provide skills and knowledge relevant to conducting comparative effectiveness research (CER) for application in the pharmaceutical and health care industries, which is essential for improving health outcomes and patient care. Developed with NIH/NCI grant funding, the proposed program is designed primarily for professionals working in pharmaceuticals, health care, and government agencies, who wish to become more competent in a new area of research. If approved, it would be the first online MS degree in CER in the U.S.

UIC has been at the forefront of the development of CER for a decade with substantial AHRQ and NIH funding, including a KM1 grant to develop a CER program. The program will fill a pre-existing need and the CER is the next logical step in health care. Only five students would matriculate in year one; upon full implementation, each year’s cohort would be ten.

Members of the committee had the following minor concerns:

1. Make sure that the curriculum will meet Graduate College standards, i.e., the number of 500-level courses; consider changing course(s) from 400-level to 500-level; make 500-level elective required; clarify minima, i.e., “B grade” or “B average” in all courses?
2. Be explicit about the objectives of the degree and how they are carried out in courses and capstone, e.g., does the capstone integrate all of the objectives?
3. Who is on the external advisory committee? Perhaps specify that its purview is actually larger than just the new program; consider adding a representative from the FDA.

**The committee approved this proposal with a unanimous vote contingent upon Associate Dean Jon Art communicating and overseeing the implementation of the committee’s changes noted above.**
D. Proposal to Establish the Master of Science in Medical Physiology – This proposal was presented by Dean Karen Colley.

Dean Colley noted that the committee’s previous modifications were voted upon via email. Ten of twelve committee members voted to approve the revisions for the MS in Medical Physiology and two members abstained.

E. Approval of the September 18, 2015 minutes

The committee noted one typographical error (a stray period) and three errors in terms of attendance.

Approved by six “yes” votes with one abstention due to absences at the previous meeting.

F. Dean’s Report

Dean Colley ceded the floor to Assistant Dean Lunaire Ford to talk about the Summer Research Opportunity Program (SROP), which is housed in the Graduate College and provides research, socialization, and professional development experiences. Ford noted that SROP is celebrating 30 years of existence and he wishes to make some changes:

- revival of the faculty advisory committee (on hiatus last ten years) to aid, for example, in targeting undergraduate students who would be prime candidates for SROP and graduate programs at UIC;
- targeting SROP candidates who are part of McNair and NIH RISE programs, who can use grant funds to participate in SROP

Dean Colley mentioned that Tyrone Forman, Vice Provost for Diversity, has been invited to speak at the next DGS meeting. The committee suggested that the Graduate College develop and disseminate to departments a diversity philosophy statement and aspirational goal for graduate recruitment.

G. Old Business – No Old Business

H. New Business – No New Business

Dean Colley provided a précis of an issue worth future discussion and a forthcoming survey: a re-visiting of the number of members on preliminary exam as well as thesis and dissertation defense committees. She also noted that according to the 2013 Survey of Earned Doctorates, UIC out performs all other R01 universities in the percentage of African-Americans completing graduate degrees.

The motion to adjourn was approved unanimously.
Minutes of the Graduate College
Executive Committee Meeting
of
November 20, 2015

Present: Karen Colley (Chair), Chieh Chang, Eileen Collins, Nicholas Huggett, Jesús García-Martinez, Christopher Mitchell, Serdar Ogut, Pamela Popielarz, Michael Scott, Cheryl Towler Weese, Duncan Wardrop

Absent: Michael Federle, Silvia Malagri no, Anna Roosevelt, David Schaafsma,

Guests: Curt Winkle, John Betancur, Shane Phillips, Mary Clark, C. Ranganathan, Hsiu-lang Chen, Thomas Snyder, Becca Hendricks

Staff: Jonathan Art, Lunaire Ford, Cheryl Johnson, Laura Junker, Steve Kragon

I. Program Proposals

A. Establish the Joint MS in Business Analytics / Master of Business Administration – Presented by Associate Dean Junker.

The College of Business Administration proposes to establish the joint MS in Business Analytics (MS-BA) / Master of Business Administration (MBA) which will be designed for students interested in pursuing managerial careers in business analytics, or in exploiting data science in their business functions. Students will earn both masters (MBA and MS in BA) at the end of the program. The minimum total hours required for both degrees will be 70, with 16 hours of coursework shared between the two degrees. The job market is lucrative in this area. Students with these enhanced skills will be more marketable.

B. Establish the Joint MS in Business Analytics / MS in Management Information Systems – Presented by Associate Dean Junker.

The College of Business Administration propose this joint degree program for students interested in pursuing managerial careers that combine information technology and data science. Students will earn both degrees at the end of the program with 56 total hours required, with 8 hours of coursework shared between the two degrees. Recent years have seen an explosive growth in digital data, arising from business systems, e-business, social media, mobile technologies, and varied digital business innovations. Students will have the advantage in the reduction in the overall financial cost of receiving two degrees due to the sharing of eight credit hours across the two programs.
C. Establish the Joint MS in Business Analytics / MS in Finance – Presented by Associate Dean Junker.

This proposal presents the same concept as the previous two. Students will earn both degrees at the end of the program with 56 total hours required, with 8 hours of coursework shared between the two degrees. The MS in Business Analytics is targeted both at students with undergraduate degrees from business and at those from other disciplines who seek specialized environments; working professionals looking to develop business intelligence and analytics capability are also expected to enroll. The MS in Finance program is designed for students who wish to seek employment in a wide range of finance occupations in both the private and public sectors.

D. Establish the Joint MS in Finance / MS in Management Information Systems – Also presented by Associate Dean Junker

Same concept as the three previous. Students will earn both degrees at the end of the program with 56 total hours required, with 8 hours of coursework shared between the two degrees. The purpose again is to obtain and strengthen skills that will make students more marketable.

E. Eliminate the Joint BA in Urban and Public Affairs / Master of Urban Planning and Policy and Eliminate the Joint BA in Urban and Public Affairs / Master of Public Administration (Informational Only)

Associate Dean Junker presented this proposal along with proposal “I”. This proposal was submitted as informational only and proposal “I” is the replacement of this proposal.

F. Revise the PhD in Public Administration; Revise and Rename the Concentration in Public Management; Revise the Concentrations in Finance Management and Survey Methods; Eliminate the Concentration in Science, Technology, and Information Policy; and Establish the Concentration in Urban Governance and Networks

Associate Dean Junker summarized the proposed changes to this curriculum: (1) as a revision of the content of the core courses and the credit requirements within the tow core areas of (theory and methods); (2) an alteration of the concentrations offered by the program and the comprehensive examination structure and courses requirements for the concentrations. As a result, the total number of required hours for the PhD will be reduced from 100 to 96.

G. Revise the Master of Public Administration; Revise the Concentrations in Financial Management, Nonprofit Management, Public Management; Revise and Rename the Concentration in Local Government Administration; Establish the Concentrations in Public Policy and a Self-Directed Option; and Eliminate the Concentrations in Information and Performance Management and Survey Methods
The department of Public Administration proposes (1) a revision of the content and credit hours of core courses and a reorganization and revision of the concentrations offered by the program. The overall degree requirements will be increased from 52 to 54 hours to accommodate a one-credit-hour career planning course and a one-credit-hour portfolio course. These changes are the result of numerous factors, trends, and forces and are comprehensive rather than piecemeal: changes in and evolution of the field of public administration, changes in the workplace and skills needed by program graduates, the need to better link theory and practice, realign the curriculum with the missions of the program and institution, and comply with professional accrediting requirements.

H. Establish the Joint BA in Public Policy / Master of Public Administration

This proposal matches the all of the Business joint program proposals presented at the meeting, except students will earn both degrees at the end of the program with 56 total hours required, with 9 hours of coursework shared between the two degrees.

I. Establish the Joint BA in Urban Studies / Master of Urban Planning and Policy – This proposal was combined with, and constitutes the replacement program for proposal “E.” The joint degree is designed for undergraduates with outstanding academic performance who desire to pursue graduate studies in Urban Planning and Policy. The BAUS alone requires 120 semester hours, and the MUPP requires a minimum of 60 semester hours. Students admitted to the joint degree program will be able to share 9 hours of coursework, resulting in a total of 171 semester hours to earn the two degrees.

J. Establish the Post-Baccalaureate Campus Certificate in Clinical Rehabilitation and Technology Research – Presented by Associate Dean Art.

The mission of the Clinical Rehabilitation and Technology Research is to provide the advanced knowledge and skills needed to actively participate in human research. The audience for this certificate includes health professionals whose clinical work is related to rehabilitation fields. It is envisioned that students enrolled will be from multiple disciplinary backgrounds mirroring the field of rehabilitation. The goal is to develop and train health care professionals in rehabilitation to engage in clinical rehabilitation and technology research at an introductory level and to increase the clinical research workforce in physical therapy and rehabilitation.

The Committee asked clarifications on each or the proposals as they were presented, and the guests provided the answers.

Action on Program Proposals – All proposals were approved unanimously with minor or no discussion, with the exception of recommendations for rewording from Associate Dean Junker in: Revise the PhD in Public Administration; Revise and Rename the Concentration in Public Management; Revise the Concentrations in Finance Management and Survey Methods; Eliminate the Concentration in Science,
Technology, and Information Policy; and Establish the Concentration in Urban Governance and Networks.

II. Approval of the October 23, 2015 Minutes – Approved with three (3) members abstaining due to their absence at that meeting.

III. Student Committees

IV. Dean’s Report – Dean Colley provided information and an update on an issue presented at the Fall 2015 Director of Graduate Studies Meeting, about two question placed on the graduate application for admission related to applicant’s past disciplinary and criminal activity, as well as the process in place to review the answers. The Graduate College met with the Dean of Students in order to ascertain the intent of the questions, and the process being used. A couple of the Executive Committee members expressed concern about applicants to graduate programs having to answer questions about any past criminal charges. Executive Committee members felt this requirement may discourage individuals from applying to UIC for graduate school, thereby reducing and weakening the talent pool. Discussion occurred on this topic and Dean Colley stated that the Graduate College will pursue the issue.

V. Old Business - No Old Business

VI. New Business – No New Business
Minutes of the Graduate College
Executive Committee Meeting
of
January 15, 2016

Present: Karen Colley (Chair), Silvia Malagrino, Jesús García-Martínez, Serdar Ogut, David Schaafsma, Michael Scott, Cheryl Towler Weese, Duncan Wardrop

Absent: Chieh Chang, Eileen Collins, Michael Federle, Nicholas Huggett, Christopher Mitchell, Pamela Popielarz, Anna Roosevelt

Guests: Claire Grimmenga (Education), Catherine Main (Early Childhood Education), David Marquez (Kinesiology), Carole Mitchener (Education), Michelle Parker-Katz (Special Education), Shane Phillips (Physical Therapy), Janette Salamanca Maldonado (School of Continuing Studies), Gayla Stoner (School of Continuing Studies), William Teale (Center for Literacy/Curriculum and Instruction), Ed Zordani (Public Health)

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

Dean Karen Colley opened the meeting by welcoming committee members and guests. Participants introduced themselves.

I. Program Proposals

A. Revise the MS in Public Health, Primary Concentration in Environmental and Occupational Health Sciences and Revise the Secondary Concentrations in (1) Hazardous Substances Management, (2) Industrial Hygiene, (3) Occupational and Environmental Epidemiology, and (4) Occupational Safety within the MS in Public Health

Associate Dean Jon Art introduced the proposal. The EOHS Division seeks to update degree requirements for the Master of Science in Public Health, Primary Concentration in Environmental and Occupational Health Sciences to provide students greater flexibility in requirement completion, adjust to meet changing student needs, as well as changes in instruction and field practices.

Specifically, the proposed program changes are the revision of divisional core requirement categories and the courses within these categories. In addition, the proposal contains a revision of four secondary concentrations that may be earned by students in the EOHS program within the MS in Public Health -- specifically a change in the number of hours required to earn the concentration as the result of a reduction in hours to one of the concentration’s required courses. While there is a reduction in the number of credit hours, Dean Art stated that their master’s degree require many more credit hours than the Graduate College-mandated minima. Courses being removed from the curriculum are not disappearing. Dean Art stated that he does not have any concerns with the proposals, stating that the changes benefit the student.

The committee asked for a few clarifications, which were provided by Ed Zordani. The Committee requested that the proposal be reviewed by the proposers for grammatical issues and missing words.
With little discussion, which centered on grammar and language issues throughout the proposal, the Committee approved this proposal with a unanimous vote with the understanding that the necessary edits will occur before being presented at SCEP.

B. Revise the PhD in Public Health, Primary Concentration in Environmental and Occupational Health Sciences and Revise the Secondary Concentration in Occupational and Environmental Epidemiology within the PhD in Public Health.

Associate Dean Jon Art introduced the proposal and highlighted the proposed changes regarding qualitative methods, community research, and quantitative biostatistics, as well as the renaming of some of the concentrations. Changes are justified by re-accreditation and that fact that elements of self-study, online learning, “reading a journal article” now appear in other courses. There were comments and discussion regarding (a) the large number of required hours (answer: licensure); (b) changes (answer: one course to be phased out (EHOS 557), but the concentrations remain substantively the same); and (c) grammatical and syntactical errors need correction before going to SCEP.

With little discussion, which centered on grammar and language issues throughout the proposal, the Committee approved this proposal with a unanimous vote with the understanding that the necessary edits will occur before being presented at SCEP.

C. Rename the Concentration in Applied Exercise Physiology; Rename the Concentration in Motor Control and Biomechanics; and Establish the Concentration in Psychology and Promotion of Exercise, Health and Sport Behavior in the Master of Science in Kinesiology.

The Department of Kinesiology and Nutrition proposes to make the following changes to concentrations within the MS in Kinesiology:

1) Rename the two existing concentrations to more accurately reflect the content of the program (the requirements of the concentrations will not be impacted):
   - The Applied Exercise Physiology concentration will be renamed as the Exercise Physiology concentration.
   - The Motor Control and Biomechanics concentration will be renamed as the Biomechanics concentration.

2) Establish a new concentration in the area of Psychology and Promotion of Exercise, Health and Sport Behavior. The concentration will require 9 hours.

Jon Art noted that changes reflect market strategy and the research interests of currently faculty. The new MS concentration represents a new model for health care with patient tracking and treatment outside of the hospital. Dean Art extolled the attempt to capture the future of health care. Course number 505 and 591 are new courses and 594 is a topics course that acts an incubator for rolling trying out potential courses. The changes correspond with a professionalization and academicization of the discipline.

Dr. David Marquez answered questions from the Committee.

With no discussion, the committee approved this proposal with a unanimous vote.
D. Revise the Master of Education in Special Education
Dean Karen Colley introduced the proposal which entails licensure, endorsements, etc. with UIC proactively making these changes in order to have broad degrees so that the mentors can lead students through common core standards while offering flexibility. The one major reduction in hours is due to the removal of a thirteen-hour student-teaching module. Representatives from the College of Education confirmed that changes are responsive to major changes in the field and in the students. Several committee members expressed concern about the phrasing of the minority impact statement. Revision is requested before submitted the proposal to SCEP.

Drs. Claire Grimmenga, Carole Mitchener and Michelle Parker-Katz added a few clarifying remarks and answered questions from the Committee.

Minor discussion occurred and the Committee approved this proposal with a unanimous vote pending edits to the minority impact statement.

E. Redesignate and Revise the Master of Education in Instructional Leadership, Concentration in Early Childhood Education as the Master of Education in Early Childhood Education
F. Redesignate and Revise the Master of Education in Instructional Leadership, Concentration in Literacy, Language, and Culture as the Master of Education in Language, Literacies, and Learning
G. Redesignate and Revise the Master of Education in Instructional Leadership, Concentration in Science Education as the Master of Education in Science Education

Dean Karen Colley introduced proposals D – G as one package due to similarities, and she noted that they seek to address increasing requirements and expectations. They also reflect organic organizational changes (toward specialization) within the College of Education.

Drs. Claire Grimmenga, Carole Mitchener, Catherine Main and William Teale added clarifying remarks and answered questions from the Committee.

Minor discussion occurred and the Committee approved this proposal with a unanimous vote pending edits to the minority impact statement.

H. Establish the Post-Baccalaureate Campus Certificate in Technology-Based Health Communication and Promotion

Jon Art glowingly introduced the proposal for a new certificate program to offer students (e.g., post-baccalaureate, clinicians, and other health professionals) the skills necessary for creating high-quality wellness and prevention-related content, effective health messaging, and digital media campaigns employing information and communication technologies (ICTs) including the Internet, social media, and mobile technologies. Given the global emergence, general use and utility of ICTs, there is a particularly high demand for professionals with expertise in this field of study.

Dr. Shane Phillips provided a few additional comments to the Committee.

With no discussion, the committee approved this proposal with a unanimous vote.
I. Proposal to Rename the School of Continuing Studies as the UIC Extended Campus. (informational)

The proposal was recommended by the School of Continuing Studies Strategic Planning Task Force in April 2014, and approved by the Executive Director of the School of Continuing Studies in June 2015. Further, the proposal has been endorsed by the Office of the Vice Chancellor for Academic Affairs and Provost. Dean Colley introduces Gayla Stoner and Janette Salamanca Maldonado from the School of Continuing Studies, and Gayla Stoner provide a few comments.

II. November 20, 2015 Minutes were approved unanimously (with two abstentions) after corrections.

III. Student Committee Conflict of Interest Statement

Dean Colley presented a draft of a proposed Student Committee Conflict of Interest Statement to the Committee for review and comments. The statement will be put on the Graduate College website, and the Committee Recommendation Form will reference it, along with a yes/no question for the student. If the student indicates a potential conflict of interest concerning any proposed member on Preliminary or Thesis/Dissertation Committees, the information will be attached to the Committee Recommendation Form when submitted to the DGS and Graduate College. The Associate Deans in the Graduate College will review the comments and make a determination about suitability of the person serving on the committee.

After some discussion, the Committee provided a few edits to the policy statement. The Graduate College will proceed with the policy.

IV. Dean’s Report

A. The Dean reported that her assistant, Cheryl Johnson, left the Graduate College in early January and is now working outside of the university.
B. The Dean provided an update on the current budget situation and the impact of not having a state budget may have on fellowship offers for next year.
C. The Dean provided information about unofficial proposals for joint and co-tutelle degrees with institutions in different countries, and discussed them with the Committee.
D. The Dean updated the Committee on the prior criminal record questions that were placed on the graduate application for admission.

The meeting was adjourned at 3:29 p.m.
Minutes of the Graduate College
Executive Committee Meeting
of
February 19, 2016

Present: Karen Colley (Chair), Chieh Chang, Eileen Collins, Michael Federle, Jesús García-Martinez, Christopher Mitchell, Serdar Ogut, Pamela Popielarz, David Schaafsma, Michael Scott

Absent: Nicholas Huggett, Silvia Malagrino, Anna Roosevelt, Cheryl Towler Weese, Duncan Wardrop

Guests: Dawn Birkland (Inst. Entrepreneurial Studies), Frank Bergers (SPH-HPA), David Brown (Arch), John Coumbe-Lilley (Kinesiology), John DeNardo (SPH-HPA), Nancy Harvey (Inst. Entrepreneurial Studies), Steven Rivkin (Economics), Les Sandlow (SPH).

Staff: Theresa Christenson-Caballero, Lunaire Ford, Laura Junker, Marie Khan, Steve Kragon, Ben Williams

The meeting called to order at 1:40 p.m. Dean Karen Colley opened the meeting by welcoming committee members and guests. Participants introduced themselves.

I. Program Proposals

A. Revise the Master of Architecture (MArch) and Revise the Master of Science in Architecture (MS-Arch)

Associate Dean Laura Junker introduced the proposal. The School of Architecture offers a three-year Master of Architecture (MArch) program for students who hold a bachelor’s degree in any field. A one-year MS in Architecture is available for holders of a first professional degree in architecture or its international equivalent. Both programs require ARCH 565: Topic Studio and ARCH 567: Research Studio (8 credit hours each). The School proposes to reduce the credit hours of these courses to 6. No changes will be made to course content, and the change in hours will create consistency across graduate studio course (all of which are 6 hours). As a result of the, the total hours required for the MArch will be reduced from 68-104 to 64-100. Further the requirements for the MS will change slightly. For the MS the change in hours of ARCH 565 and 567 will result in students having to take 4 hours of electives in order to reach a total of 32.

David Brown responded to questions from the Committee.

With no discussion, the Committee approved the proposal with a unanimous vote.

B. Establish the Joint Master of Science in Architecture / Master of Arts in Design Criticism

Associate Dean Laura Junker introduced the proposal to establish the Joint Master of Science in Architecture (MSArch) and Master of Arts in Design Criticism (MAD-Crit). The School’s one-year MSArch is a post-professional degree that provides advanced design, theory, and technical education. The School’s two year MAD-Crit is an academic specialization emphasizing written and graphic argumentation. The joint degree provides the graduate with a greater range of opportunities in their pursuit of professional and academic careers. Earned separately, the two degrees require a total of 88 hours; MSArch (32 hours) and MAD-Crit (56 hours).
UIC will be one of the view universities in the country to offer this joint degree designed for professional architects with a bachelor’s degree. The joint degree will translate, too, into tuition savings for students.

David Brown responded to questions from the Committee.

**With no discussion, the Committee approved the proposal with a unanimous vote.**

C. **Establish the Master of Arts in Applied Economics**

Dr. Junker introduced the two proposals from the Department of Economics seeks to revise the admission and degree requirements for the MA in Economics and for the PhD in Economics, as well as the creation of two required courses (ECON 509, Microeconomic Theory I, and ECON 510, Microeconomic Theory II) that will replace existing degree requirements in microeconomic theory. The proposed revision clarifies ambiguities in the description of the PhD program and strengthens the program through the addition of a qualifying examination in econometrics.

Dr. Rivkin answered questions from the Committee related to the target audience of the master’s degrees. Committee members were pleased to learn that entrance level are being strengthened.

**With no discussion, the Committee approved the proposal with a unanimous vote.**

D. **Revise the Master of Arts in Economics and Revise the Doctor of Philosophy in Economics**

There was discussion about the master’s degrees (MA vs MS) offered and concern about language regarding the recognition of a master’s degree earned at another institution.

Executive Assistant Dean Steve Kragon questioned the wording related to the credit given for previously earned master’s degrees and Dr. Rivkin stated that the proposal would be revised.

**With little discussion the Committee approved the proposal with a unanimous vote on the condition that the proposal be revised before submission to SCEP related to credit for previously eared master’s degrees and background courses required.**

E. **Revise the Master of Healthcare Administration**

Dean Colley introduced the proposal. The MHA Program has been evaluated and is proposing changes to the curriculum that reflect program enhancements and observations from stakeholders in an effort to strengthen outcomes and goals for current and future cohorts of students. The changes specifically focus on coursework related to human resources, finance, quantitative methods, and the capstone. The total hours required for the degree (60) will be unchanged. The degree combines competence in management with an in-depth knowledge of the healthcare sector and of the management issues it faces.

John DeNardo and Frank Borgers answered questions from the Committee.

**With no discussion, the Committee approved the proposal with a unanimous vote.**

F. **Revise the Master of Science in Clinical and Translational Science**

Dean Colley briefly introduced the proposal and asked Les Sandlow to further describe it. The MS in Clinical and Translational Science is intended to train clinicians (such as doctors, pharmacists, nurses, dentists, physical and occupational therapists), as well as post-residency
clinical fellows and junior faculty, to become leaders in multi-disciplinary clinical and translational research. The proposed changes to MS CTS degree requirements will also change the requirements in each of the four following coordinated programs: Doctor of Chiropractic/MS CTS; Doctor of Dental Medicine/MS CTS; Doctor of Medicine/MS CTS; and Doctor of Pharmacy/MS CTS.

Les Sandlow provided additional information and stated that the changes are largely in response to changes in national standards and to address known weaknesses.

With no discussion, the Committee approved the proposal with a unanimous vote.

G. Revise the Doctor of Philosophy in Social Work
Laura Junker introduced the proposal, which comes after a comprehensive curriculum review. The PhD program proposes to modify the distribution of required coursework in the area of research methods. In response to student demand for greater content related to qualitative methods, the program conducted a curriculum analysis of 14 other social work doctoral programs. The program proposes to add a required 3-credit course in qualitative research methods and reduce the number of required credits in advanced statistics from 6 credits to 3 credits. In addition, the program proposes to eliminate the requirement of SocW 577 Social Welfare History. The total number of required credit hours remains unchanged.

Dr. Mitchell provided further clarifications for the Committee. Committee members mentioned some confusion regarding the labeling of the statistics course on page three of the proposal: the existing course should be marked “eliminated” and the new required course marked “new.”

Dr. Mitchell recused himself and then the Committee approved the proposal with a unanimous vote with Chris Mitchell abstaining.

H. Establish the Post-Baccalaureate Campus Certificate in College Teaching
Dean Kragon and Dr. Coumbe-Lilley presented the proposed campus certificate which would package a three-course sequence into a credential that rewards graduate students for preparing themselves for teaching at the college level. Dr. Coumbe-Lilley provided detailed information about each course content. Committee members expressed pleasure and relief that such a certificate is coming to fruition.

With no discussion, the Committee approved the proposal with a unanimous vote.

I. Establish a Minimum GPA and Academic Performance Requirements for the Campus Certificate in Applied Startup Knowledge (Information)
Guests Nancy Harvey and Dawn Birkland summarized the informational item which was approved on March 7, 2014, and established to be a standalone program that is an integrated, progressive, iterative introduction to the basic competencies of startup development. Student feedback noted the desire for letter grades and minimum performance standards.

II. Approval of the January 15, 2016 Minutes.
The minutes were amended to clarify that Pamela Popielarz was in fact absent. The minutes were approved unanimously with four abstentions.
III. Dean’s Report

A. Dean Colley noted the creation of a new writing course GC 512 “Written Communication and Presentation Skills,” which was received warmly.

B. The Dean notified the committee of the new contract with the Graduate Employees Organization (GEO), the graduate student union, which will be ratified by member vote by March 1st before going to the Board of Trustees. Colley summarized the Graduate College’s role and noted the increase in stipend, health contributions, and a new personal day benefit.

C. The Dean addressed the budgetary crisis and its role in her decision to offer 50% fewer Abraham Lincoln and University Fellowships.

D. Ms. Theresa Christenson-Caballero presented the Graduate College’s new Professional Success Program (PSP) which will lead fellowship winners to partake in professional development offerings. Christenson-Caballero spoke for a few minutes to summarize the program and more information can be found at http://grad.uic.edu/graduate-college-professional-success-program-psp.

E. The Dean updated the Committee on the prior criminal record questions that were placed on the graduate application for admission. The Senate subcommittee for Recruitment and Admissions is currently reviewing the issue. Renee McCarthy, Campus Counsel, and the Dean of Students Office have been asked to talk to the senate committee in order to obtain information and then make a recommendation to the Faculty Senate.

F. Mr. Benn Williams briefly sketched out the new agreement between UIC and the College of DuPage to act as a portal to send UIC graduate students to the suburban community college for teaching experience and mentoring.

G. Williams also summarized a recent NEH Planning Grant proposal to create a paid internship program with seven partner institutions in Chicago as well as the University of Illinois Press.

The meeting was adjourned at 3:15 p.m.
Minutes of the Graduate College
Executive Committee Meeting
of
March 18, 2016

Present: Jonathan Art (Acting Chair), Chieh Chang, Eileen Collins, Nicholas Huggett,
Jesús García-Martínez, Christopher Mitchell, Serdar Ogut, Anna Roosevelt, Cheryl Towler
Weese, Duncan Wardrop

Absent: Karen Colley (Chair), Michael Federle, Silvia Malagrino, Pamela Popielarz, David Schaafsma,
Michael Scott

Guests: Mary Corbitt Clark (CBA), John DeNardo (SPH-HPA), Barbara DiEugenio (CompSci)

Staff: Lunaire Ford, Marie Khan, Steven Kragon, Benn Williams

The meeting called to order at 1:38 p.m. with Associate Dean Jonathan Art presiding as acting chair in the
absence of Dean Karen Colley. Dean Art opened the meeting by welcoming committee members and
guests. After participants introduced themselves, Dean Art asked guests to introduce their own proposals.

I. Program Proposals

A. Establish the Post-Baccalaureate Campus Certificate in Operations and Supply Chain
Management (College of Business Administration)

Mary Corbitt Clark presented the proposal for a four-course campus certificate. The certificate is
designed to prepare professionals from a variety of fields (engineering, computer science,
business analytics, chemistry, etc.) to assume roles in planning and operations for global
corporations seeking to coordinate production, inventory, logistics, and transportation of goods.

Faculty in mechanical engineering and industrial design have expressed support. The committee
questioned if classes already existed or if more sections or courses would be created. Existing
courses will meet demand; sections will be added if demand increases. There was no discussion.

The committee approved the proposal with a unanimous vote.

B. Revise the PhD in Computer Science (College of Engineering)

The Computer Science department proposes a reduction in coursework requirements, as well as
the requirement of both registering for Research Methods and a Colloquium.

Barbara Di Eugenio, former Director of Graduate Studies, presented the proposal and referenced
a survey of peer universities that demonstrated that UIC requires 3.7 more courses than its peers.
Dr. Di Eugenio stressed that major revision was the near halving of the required number of
courses – with no reduction in required credit hours.

Committee members asked numerous questions that revolved around student funding (external
fellowship or teaching assistantship), the nature of the colloquium (no credit), internships (not
required), the decrease in the percentage of coursework, and enrollments (undergraduate has
jumped 400% in about four years). A lengthy discussion ensued.

The proposal was tabled, unanimously, to address changes: in justification that was provided,
credits, attendance for the colloquium, and implications for 500-level courses. Dean Art will
submit the issues the committee discussed to Computer Science.
C. **Rename and Revise the Clinician Executive Master of Healthcare Administration (CEMHA) (School of Public Health)**

John DeNardo presented an attempt to address a weakness the program discovered with the recently created CEMHA: “we are failing to educate clinicians with administrators.” The name change to Executive MHA reflects the proposed re-defining of admissions requirements to ensure a more appropriate mix of practicing clinicians and relatively senior health care managers. Non-clinicians will need a minimum of eight years of healthcare experience with five of mid- to upper-level management experience. A second healthcare finance course will be required.

Questions fleshed out that (a) a biostatistics course is a pre-requisite; (b) the program is working well; however, it is missing a swath of people. There was little discussion.

*The committee approved the proposal with a unanimous vote.*

D. **Revise the MS and PhD in Physiology and Biophysics (College of Medicine)**

Jesús García-Martinez introduced the proposed revisions to ensure that students obtain the appropriate depth of knowledge in their area(s) of interest, thereby addressing perceived inadequate preparation for preliminary examination and research projects. Specifically, the required course GCLS 500 Physiology (three credit hours) will be replaced by a two-semester sequence of Human Physiology (PHYB 551-552), which totals 10 credit hours. A two-course sequence in Clinical Applications (PHYB 571-572) will also be required for both degrees. Three course “selectives” will be reclassified as “electives.” The total number of required course will increase by four for the MS and decrease by four for the PhD; however, the total number of required credit hours remains unchanged.

Dr. García-Martinez recused himself. There was no discussion. *The committee approved the proposal with a unanimous vote.*

II. **Approval of the February 19, 2016 Minutes.**

The minutes were approved with six members approving and three members who were not present at the last meeting abstained.

III. **Dean’s Report**

A. Marie Khan (Graduate College), who is an Academic Professional voting member of the Senate subcommittee for Student Recruitment, Admissions, and Retention that is tasked with making a recommendation on the use of two questions on the graduate student admissions application regarding prior criminal record reported on the current status. Over the last few meetings, Dean Colley, the Associate Dean William Rodriguez (Dean of Students), and legal counsel talked with the committee. Jessica Bird (Criminology) was invited to the last meeting and her research highlights the extremely low recidivism for individuals enrolling in graduate study. Ms. Khan reported that the committee will continue their review and provide a recommendation as to the appropriateness of the questions on the graduate application.

B. Acting Chair Art noted that the Provost is not available for the scheduled meeting to review the Dean (April 22), so Ms. Khan will poll members regarding their availability on three other dates.

The meeting was adjourned at 3:07 p.m.