

**Florida Atlantic University
University Graduate Council (UGC)
Minutes
January 29, 2014**

Present: Elwood Hamlin II, CDSI; Allen Smith, Business; Chris Beetle, Science; David Newman, Nursing; Aloha Balza, GPSA; Jason Robison, GPSA; Zhixiao Xie, Science; Paul Peluso, Education; Hugh Miller, CDSI; Ali Zilouchian, Engineering;

Others Present: Deborah Floyd, Graduate College; Barbara Bebergal, Graduate College; Susan Fulks, Graduate College;

Absent: Mahyar Nourishirazi, Medicine; William Rhodes, Engineering; Doug Broadfield, Arts & Letters

The meeting was called to order at 2:00 p.m. by Dr. Deborah Floyd.

I. Call to Order and Sign-In and Introductions.

2013-2014 previous Chair and current Interim Dean Deborah Floyd, Council Members and Guests

II. Review and Approve Agenda (distributed in advance).

ACTION: The agenda was approved without objection.

III. Election of a new Chair, University Graduate Council

Deborah L. Floyd was promoted to Interim Dean of the Graduate College and thus, must step down as Chair of the University Graduate Council. The Council congratulated Dr. Floyd and thanked her for her dedicated service.

ACTION: Ali Zilouchian was nominated to serve as the new UGC chair by Peluso and seconded by Hamlin. The UGC agreed by consensus to appoint Dr. Zilouchian to the post which he accepted.

IV. Approve Minutes from December, 2013 meeting (attached and distributed in advance).

ACTION: The December, 2013 minutes were unanimously approved by the Council with correction to remove Peluso's name which appeared twice.

V. Report and Recommendations from the University Graduate Programs Committee (UGPC)

ACTION AGENDA

1. College for Design and Social Inquiry

| Course | Title | Credit | Action | Recommendation from Steering |
|------------------------|---------------------------------------|--------|--------|------------------------------|
| Change | Master of Urban and Regional Planning | N/A | | |

2. College of Education

| Course | Title | Credit | Action | Recommendation from Steering |
|--------------------------------|-------------------------------------|--------|--------|------------------------------|
| Program Change | M.Ed. Music- Non- cert. | N/A | | |
| Program Change | M. Ed. TESOL- Non-cert. | N/A | | |
| Program Change | M. Ed Elementary Ed. K-6 – Non-cert | N/A | | |
| Program Change | M.Ed. German- Non-cert | N/A | | |

3. Charles E. Schmidt College of Science

| Course | Title | Credit | Action | Recommendation from Steering |
|--------------------------------|---|--------|--------|------------------------------|
| Program Change | Master of Arts with Major in Geography- Non Thesis Option | N/A | | |
| Program Change | BS Biology/MS Environmental Science- New Program | N/A | | |
| Program Change | Restoration Certificate | N/A | | |
| GLY 5457 | Environmental Geophysics | 3 | | |

All items on Action Agenda were approved by the council members of the UGC.

Consent Agenda

1. Dorothy F. Schmidt College of Arts and Letters:

| Course | Title | Credit | Action | Recommendation from Steering |
|--------------------------|------------------------------|--------|--------|------------------------------|
| ITT 6521 | Italian Culture Through Film | 3 | | |

2. College of Engineering and Computer Science

| Course | Title | Credit | Action | Recommendation from Steering |
|--------------------------|--------------------|--------|--------|------------------------------|
| CNT 6106 | Vehicular Networks | 3 | | |
| COP 6215 | Advanced Computer | 3 | | |

| | Networking | | | |
|--------------------------|--|----------|--|--|
| COT 5316 | Semantic Web Programming | 3 | | |
| COT 5714 | Auto Code Generation | 3 | | |
| COT 6603 | Visual Information Retrieval | 3 | | |
| COT 6605 | Machine Learning for Computer Vision | 3 | | |
| COT 6716 | Concurrency Modeling | 3 | | |
| EEL 6620 | Nonlinear Control Systems Engineering | 3 | | |
| EEL 5437 | Microwave Engineering | 3 | | |
| BME 6324 | Stem Cell Engineering | 3 | | |
| BME 6334 | Tissue Engineering | 3 | | |

ACTION: The consent agenda was approved contingent upon submission of a letter stating that BME 6324 and 6334 were not a conflict with the College of Science programs.

ACTION: The Council encouraged faculty representing colleges with proposed programs to be present at the Steering Committee meeting. The next meeting scheduled for Feb. 4. A representative of the UGC should also be present. The Interim Graduate Dean agreed to ask GC staff to remind members when an item is on the agenda so they may be present and encourage colleagues to be present.

VI. Interim Graduate Dean's Report

- Reorganization – Division of Research and Graduate College
- Graduate Faculty appointments – renewal processes
- Plan of Study Forms – communications with advisors
- Plan of Study Project Updates – timeline updates
- Other

The Council discussed the recent announcement that Division of Research and Graduate College were separating into separate units.

Interim Dean Floyd invited the UGC to advise her about how the Graduate College may become a stronger service college. She emphasized her commitment to working collectively and collaboratively with the Academic Colleges.

Dr. Floyd also said that she was going to look at ways we can streamline processes and forms. Toward that end, she asked the Council if they were in favor of not requiring Form 1 for renewals of Graduate Faculty in favor of the Academic Deans sending an approved list of faculty renewals to the Graduate College. She noted that the university governance document requires that each college have a written process for renewals of Graduate Faculty appointments. A large number of faculty will need to be renewed in 2014 as this is the 5th year after the new process was implemented. She noted that the Academic Deans and Associate Deans were in favor of a process that includes bi-annual certification of lists.

ACTION: The University Graduate Council agreed by consensus that Graduate Faculty renewals should not require the completion of Form 1 in favor of academic deans certification.

The issue of the required background checks for associate graduate faculty and courtesy appointments was discussed among Council members. Concern was expressed by several Council members that this requirement is creates unnecessary paperwork.

ACTION: Miller moved that the University Graduate Council Chair prepare a communications to the Graduate Dean recommending that the Provost to remove the requirement for a background check for outside dissertation and thesis committee members. This recommendation will only affect those who do not teach classes. The motion was seconded by Hamlin. It passed unanimously. .

Dr. Floyd reported that a revision is being made to the Plan of Study to include an option for the advisor to include an email address. In the past, advisors have not been notified once a form has been approved. By offering a place for an email address, advisors who want to receive a scanned copy of the approved form will be send the form on request. She also updated Council members about other advancements with the Program of Study, including rolling out the revision to the plan of study form and electronic letters of recommendation. Electronic grade changes and application for degree forms require Registrar actions, but she understand that this is in process as well.

VII. Old Business from the December meeting

- **Conferring masters degrees for doctoral students (credentialing along the pathway)
Briefly discussed.**

Meeting Adjourned 4 PM

| **Next meeting: February 26, 2014 Joint Meeting with UGPC SU 80 Room 132 at 2pm.**

February agenda items requested for reporting: 1) Updates about the Plan of Study and 2) Revisions of the Dissertation Guidelines