

**Minutes**  
**Graduate Council Meeting**  
**2:00 p.m., Tuesday, January 29, 2013**  
**Room 355, Ayers Hall**

**1. College of Education and Professional Studies**

a. Master of Science in Education with a concentration in Secondary Education

The College of Education and Professional Studies proposes to delete two core requirement classes, specifically EFD 502, Curriculum Development (3) and EFD 531, Philosophy of Education (3). They wish to replace these two classes with ESE 502, Curriculum Development in Secondary Schools (3) and ESE 531, Philosophy and History of Secondary Education (3). The justification for this change states that the current program does not provide students with content and in-depth knowledge about the requirements of secondary education and secondary students. The two new courses will provide this in-depth knowledge.

**A motion was made and seconded for the above changes to be implemented in Fall 2013. The vote was unanimous.**

**2. College of Arts and Sciences**

a. The Department of Political Science and Public Administration

The faculty request to establish an experimental course, PSC 546, Diversity in the Workplace as a core course within the Master of Public Administration program. The MPA program is seeking accreditation from NASPAA. The addition of this course to the curriculum will assist the program in complying with NASPAA standards that address program diversity.

**A motion was made and seconded for the above changes to be implemented in Fall 2013. The vote was unanimous.**

b. The Department of Mathematical, Computing, and Information Sciences

The faculty in this program wishes to delete the following courses:

CS 534, Emerging Software Architectures and Methodologies

CS 553, Simulation, Modeling and Forecasting

CS 510, Introduction to Computing

CS 514, Introduction to Computer Systems

The faculty is unable to cover CS 534 and CS 553. The content in these two courses will be included in two other existing courses and one other existing course CS 538, Business Intelligence and a proposed new course, CS 5XX, Advanced Management Information Systems. CS 510, Introduction to Computing and CS 514, Introduction to Computer Systems are no longer needed as part of the curriculum.

The faculty proposes the establishment of a new course, CS 5XX, Advanced Management Information Systems. This course incorporates both theories and applications in an area that is important to the information system implementation and management and has not been offered previously. This course will provide students with comprehensive knowledge and practical skills to perform such tasks.

**A motion was made and seconded for the above changes to be implemented in Fall 2013. The vote was unanimous.**

c. Department of Music

The faculty requests a course prefix change. MU 481G, Graduate Ensemble, will be changed to MU 581, Graduate Ensemble. The justification is to allow graduate students to receive 500+ credit for graduate ensemble coursework.

**A motion was made and was seconded for this change to be implemented in fall 2013. The vote was unanimous.**

d. Department of English

The faculty in the English Department wish to establish a new graduate level course EH 419G, Milton. The study of Milton entails a close reading of some of the richest poetry in the English language (including its greatest epic poem), requiring a full semester course to explore in depth. It also provides a link to possible authors such as Homer and Virgil, who influenced Milton's work, and to later English authors who were influenced by Milton.

**A motion was made and seconded for this change to be implemented in fall 2013. The vote was unanimous.**

e. Department of Emergency Management

The faculty in the Emergency Management Department wish to make a course revision to EM 586, Special Topics in Emergency Management (3) by changing the name to Current Topics in Emergency Management and changing the course description to state “current topics” rather than “special topics”. The course description is being changed to reflect the need for a course that covers current topics, like the adoption of new technologies and how they relate to the field of Emergency Management.

The faculty wish to add a new course, EM 521, Exercise Design and Evaluation (3). This new course is proposed to give EM students more practical experience designing an exercise program for their communities, which is a big part of any modern-day EM program.

The faculty wish to delete EM 528 Maritime Transportation Security (3) because the course is no longer relevant to our program and it is a specialty topic that should no longer be taught.

**A motion was made and was seconded for the above changes to be implemented in Fall 2013. The vote was unanimous.**

**Additional graduate council agenda items for discussion:**

1. The establishment of a specific number of times that graduate students can take the comprehensive exam without passing it, and be removed from graduate studies.
  - a) **There was discussion about the above item. Dr. Abercrombie had mixed feelings about it. He felt we needed to set limits but we should allow students to take additional classes if they fail their comps twice. Dr. Krejci thought that there should be a university wide standard of two chances to take the comps. Dr. McKerchar said the limit should be two times because most of the Psychology students are able to pass the comps. Dr. Mitchell said that Education really gives two parts of the comps: education and content. Dr. Delap said that across the state of Alabama the norm is that comps are taken only twice. Dr. Nina King wondered about the length of time allowed between taking comps a second time. Dr. Ryan said that each student should have the opportunity to take the comps two times, but that they must pass on the 2<sup>nd</sup> attempt.**

There was a motion by Dr. Peinhardt to limit the number of times a student can take comps to two times. This motion was seconded by Dr. McIntosh. There was one “no” vote by Dr. Abercrombie and the rest of the votes were “yes”.

b) Dr Krejci wanted the unsatisfactory status to not be used – just pass or fail.

There was a motion by Linda Mitchell which was seconded by Dr. Akpan, and the vote was unanimous.

These paragraphs will replace the last paragraph on page 46 in the 2012-2013 Bulletin:

*If the student does not pass the comprehensive examination on the first attempt, the student must meet with the chair of the comprehensive examination committee to schedule arrangements to retake the comprehensive examination. If a student retakes the comprehensive examination in a subsequent semester, a \$20 fee will be charged. Students are allowed a maximum of two attempts to successfully complete the comprehensive examination. If a second attempt is necessary, a passing score on the comprehensive examination must be received by the College of Graduate Studies for the student to remain a candidate for degree completion.*

2. Future composition of the graduate council.

- a. The establishment of a committee that is part of the graduate council that will deal with program and curriculum changes, admission, retention, and graduation requirements, graduate council operations and procedures, and assessment.

**Dr. Delap said a subcommittee should be formed with at least one representative from each college. A motion was made and seconded to approve this and the vote was unanimous.**

## **Attachment A**

### **A Proposal**

#### **For a change in membership, role and frequency of meetings for the Graduate Council**

In 2012, the College of Graduate Studies participated in the internal program review process. The review team recommended a change in membership, duties and frequency of meeting times for the Graduate Council. We visited and spoke with other Graduate Schools regarding their graduate councils. The information we received from these schools is consistent with the recommendations from the program, review team. The program review team made the following recommendations,

“The Graduate Council should be reorganized to include both elected members by each of the four colleges and appointed members by the Provost in consultation with the Graduate Dean. An ideal arrangement would be TWO elected council members per academic college by the GRADUATE FACULTY. A total of SIX appointments (with at least one from each academic college for a total of no more than FOUR Council members per college); and a graduate student council representative (usually the GSC President). This arrangement would provide a total of 14 graduate faculty and one graduate student to constitute 15 voting members of the council. No graduate faculty member above academic department head should be elected or appointed.”

In speaking with other graduate schools it appears a key ingredient to a successful Graduate Council lies in its composition, responsibilities, frequency of meeting times, and the use of a committee that reports to the Graduate Council. This committee reviews requests for curriculum changes for new and existing programs, minimum qualifications of graduate faculty, student admission, retention and completion requirements, student graduate policies and procedures, student financial assistance, and assessment of graduate student learning outcomes that consist of core competencies expected of ALL graduate students. Therefore, our task today is to define the membership of the Graduate Council, meeting frequency, the establishment of a committee including its responsibilities and meeting frequency.

2/8/13 JMP