AGENDA
April 7, 2015 (1:00 – 2:30 p.m.)
Location: Interdisciplinary Building B, Room 286

1. Welcome and Introduction of Council Members – Webber (Information)
   a. Introduction of Graduate Education Representatives

2. Overview of Graduate Council Responsibilities – Webber (Information)
   a. Curricular Evaluative Review and Input
   b. Graduate Standards and Policy Review
   c. Graduate Education Initiatives

3. Approval of Previous Minutes – March 3, 2015 – Webber (Action)

4. Agenda Item(s) – Webber (Action)
   ▪ Proposal to establish a Graduate Certificate in Scientific Teaching in Higher Education in the College of Liberal Arts and Sciences
     (Questions and responses attached: one question still pending)
   ▪ Proposal to establish a Graduate Certificate in Digital Humanities in the College of Liberal Arts and Sciences
     (Questions and responses attached: one question still pending)
   ▪ Proposal to establish a PhD in Engineering Education Systems and Design in the Ira A. Fulton Schools of Engineering
     (Questions still pending)
   ▪ Proposal to establish a PhD in Systems Engineering in the Ira A. Fulton Schools of Engineering
     (Questions and responses attached)
   ▪ Proposal to establish a Graduate Certificate in Sensor Signal and Information Processing in the Ira A. Fulton Schools of Engineering
     (Feedback received, no response required)
   ▪ Proposal to establish a PhD Music, Musicology Concentration in the Herberger Institute for Design and the Arts
     (Feedback received, no response required)

5. Roundtable – Council Members (Information)
Minutes of the University Graduate Council (UGC)
April 7, 2015

The University Graduate Council met on Tuesday, April 7, 2015 at 1:00 p.m. in the Interdisciplinary Building in conference room 286. Associate Vice Provost for Graduate Education, Dr. Eric Wertheimer presided.

Also in attendance were Dr. Pamela Garett, Senior Manager Graduate Programs; Kim Naig, Executive Director; and Shannon Trafton, Office Specialist; all from Graduate Education.

Members in attendance were Drs. Kevin Corley, W. P. Carey School of Business; Jennifer Setlow, Herberger Institute for Design and the Arts; Brian Skromme, Ira A. Fulton Schools of Engineering; Elly Van Gelderen, College of Liberal Arts and Sciences and Juliet Weinhold, College of Health Solutions. Also in attendance were Drs. Doug Green, College of Letters and Sciences; Cynthia Lietz, College of Public Programs; Patrick Bixby, New College of Interdisciplinary Arts and Sciences and Graduate Student Representative, Joanna Merson.

Members excused: Brenda Morris, College of Nursing and Health Innovation; Cecilia Menjivar, College of Liberal Arts and Sciences; Samuel DiGangi, Mary Lou Fulton Teachers College and Frances Matera, Walter Cronkite School of Journalism and Mass Communication.

Members received an electronic copy of the proposals and agenda a day ahead of the meeting for their convenience. As part of the electronic proposals copy, members received a full copy of each proposal with the unit responses and changes highlighted in yellow.

Dr. Wertheimer opened the meeting with welcoming remarks and addressed Dr. Webber’s absence and conveyed his regrets.

A motion was made to approve minutes from last meeting. The motion was seconded by Dr. Setlow to approve the minutes from the March 3, 2015, UGC meeting.

Consent Agenda Items

- Proposal to establish a Graduate Certificate in Scientific Teaching in Higher Education in the College of Liberal Arts and Sciences
- Proposal to establish a Graduate Certificate in Digital Humanities in the College of Liberal Arts and Sciences
- Proposal to establish a PhD in Engineering Education Systems and Design in the Ira A. Fulton Schools of Engineering
Proposal to establish a **Graduate Certificate in Sensor Signal and Information Processing** in the Ira A. Fulton Schools of Engineering

Proposal to establish a **PhD Music, Musicology Concentration** in the Herberger Institute for Design and the Arts

Outstanding questions for two of the proposals were discussed. The first proposal discussed was the Digital Humanities. Dr. Green believed the learning outcomes were not clearly articulated; specifically D and G. He found those particular outcomes to be very general and believed they should be set in a humanities context. Dr. Green did not see a well-articulated relationship between the assessment tools and the learning outcomes. Dr. Van Gelderen offered additional comments regarding the Digital Humanities proposal; while reviewing the proposal she had a hard time figuring out what the program would actually be doing, seemed very broad. She believed more specific language needed to be added. Dr. Wertheimer agreed and offered the recommendation that a concrete example from an intro class syllabus be included.

The new PhD in Engineering Education Systems and Design was the next proposal that was discussed. Graduate Student Representative, Joanna Merson believed the admission criteria needed to be further defined, as well as the curricular requirements and structure. Joanna’s greatest concern was regarding the 30 additional hours (research and electives) for the students coming into a program without a master’s degree. Speaking from experience, she stated that it is very difficult for students coming in without a master’s degree to compete with those who already have one and suggested the program expound on this in the proposal.

There were no more comments or questions on the proposals. Dr. Wertheimer told the group he would be sending the comments/questions on to the units to address before moving the proposals in question forward.

To close the meeting Dr. Wertheimer thanked the committee members for putting in their time over the course of this last academic year and celebrated Dr. Bixby and Grad student Joanna, for their commitment and service to the University Graduate Council by providing them with gifts, as this was their final meeting. He thanked them both, specifically Joanna, for being engaged and taking the role so seriously. Dr. Frances Matera was also thanked and celebrated, though she was not there in person to receive her gift.

Meeting adjourned.

Minutes submitted by Shannon Trafton