I. Call to order

II. Approval of Minutes of Meeting Number 470, 25 February 2013

III. Announcements
   A. Recent additions to the Graduate Faculty
      GOPU POTTY OCEAN ENGINEERING 2/22/2013
   B. Update -- new forms
   C. Update -- speaker for graduate commencement
   D. Nominations for the 2013 Graduate School Excellence in Doctoral Research Awards -- reviewers needed
   E. S/U grades and the fact that Enrollment Services does assign a numerical grade to grades of ‘U’ -- implications for the Intellectual Opportunity Plan and graduate student Grade Point Averages

IV. Committees
   A. Curriculum Committee -

   I. 400 – level courses

      Changes:

      1) College of the Environment and Life Sciences
         Natural Resources Science

      NRS 410 Fundamentals of GIS – change in catalog description to read: Emphasis on using a geographic information system (GIS) to create a geographically referenced spatial database, spatial topology data visualization, computer-assisted map making, and spatial data query and analysis. (Lab. 3, Online 2)

      NRS 471 Soil Morphology and Mapping – Change of credits from 3 to 4 and a change in catalog description to read: A detailed study of the morphological properties
of soils and their distribution on the landscape. Practical experience in describing soil profiles and preparing soil maps. Lec. 2; Lab 2.

2) College of the Engineering
   Electrical, Computer, Biomedical Engineering

**ELE 437 Computer Communications** – change in prerequisites to read Pre: ((ELE 205 or ELE 208 or CSC 211) and (ELE 435 or MTH 451 or ISE 411)) or permission of instructor

II. 500/600-level courses

**Changes:**

1) College of Engineering
   Ocean Engineering

**OCE 515 Marine and Vehicle Hydrodynamics** – change in course code from OCE 515 to EGR 515. Change in title to Hydrodynamics. Change in catalog description and prerequisites to read: EGR 515: Hydrodynamics LEC: (3 crs.) Hydrodynamics of fixed and floating structures. Transport theory, viscous, inviscid, and ideal fluid flows based on continuum mechanics. Specific topics include lifting surfaces, added mass, and boundary layer theory, turbulence, linear wave theory, forces on a submerged body (Lec. 3). Pre: MCE 354 or equivalent or permission of instructor.

2) College of Human Science and Services
   Human Development and Family Studies

**HDF 577 Topics in Higher Education** – approval for open-ended course topic titled ‘Gender and Sexuality in Education’

**New Courses:**

1) Graduate School
   Neuroscience

**NEU 591 Special Projects in Neurosciences (1-3)**
Advanced work under the supervision of a faculty member arranged to suit the individual requirements of the student. (Independent Study)

2) Graduate School of Oceanography
   Oceanography

**OCG 512 (OCE 512) Ocean Waves and Storm Surge Modeling (3)**
Wind wave generation, evolution, and dissipation. Statistical description of surface waves. Interaction between waves and currents. Wave prediction models. Observational methods of waves. Storm surge models and prediction. (Lec. 3) Pre: OCE 408 or equivalent, or permission of instructor.

3) College of Arts and Sciences
Chemistry

**CHM 500 Chemical Safety and Research Ethics (1)**
This course will equip first-year graduate students with the necessary hygiene and safety skills, and ethical standards for performing chemical research. Essential skills for success as a professional scientist.

**CHM 505 Chemical Synthesis and Mechanism (3)**
The theory and design of modern synthetic schemes. Emphasis will be placed on broadly used reactions that can be applied to interdisciplinary bioorganic, organomettalic and materials chemistry research. Pre: CHM 427 or permission of the instructor.

**CHM 506 Chemical Analysis (3)**
Fundamentals principles governing methods and instrumentation used for chemical analysis. Pre: CHM 412 or permission of the instructor.

**CHM 507 Chemical Structure and Material Property (3)**
Fundamentals and applications of chemical thermodynamics, molecular structures, chemical transformations, principles and practice of computational chemistry. Pre: CHM 432 or permission of the instructor.

**Additional Curricular Matters:**
TO: Keith Killingbeck, Associate Dean, Graduate School
FROM: Jay Sperry, Chairman, Cell and Molecular Biology
Gregory Paquette, Director of Graduate Studies, Medical Laboratory Science Programs

DATE: March 12, 2013

RE: Cytopathology Requirements Proposed Changes

Thank you for the responses from the Graduate Curriculum Committee based on our comments to you at the last meeting. The concerns cited were:

1) “Given that the requirements as they appear in the current URI Online Catalog seem to be confusing, at best, or in conflict with practice if interpreted verbatim, ...then any new proposal needs to address these shortcomings”:

1) The current wording is confusing. The intent and the practice have been to allow Cytopathology students the option of taking the post-internship credits as MLS 512 (the research course) and 9 credits [the core course requirements for all tracks was reduced from 15 to 12 credits several years ago] from, “BIC 437, MIC 534, MLS 590, 591, and 594 for cytopathology”.

2) “The extreme flexibility in the course requirements in the proposal as it stands now remains a major concern of the Council. This is especially true since students could conceivably take all, or most of their 15 ‘post-internship credits’ in ‘tutorial type’ courses:

The courses that the students have been approved for are not ‘tutorial-type courses’, but rather “topics” courses that are germane to their programs. We could see the confusion from the wording of the course descriptions for MLS 590, 591, and 594, suggesting that they are “independent study” courses. They are in fact “topics” courses, with the topic approved by the CELS Dean’s Office, and listed on the student’s transcript:

MLS 590 Special Problems in Clinical Chemistry:
Topic: "Global Health: Medical Laboratory Mission in Peru; includes a 10-day medical mission to rural Peru to provide cervical cancer screening, as well as pre and post trip lectures and assignments (part of the Faculty-led International Courses program).

MLS 591 Special Problems in Clinical Microbiology:
Topic: "Public and Environmental Health"
Topic: "Bioterrorism and Emerging Infectious Diseases"

MLS 594 Special Problems in Biotechnology:
Topic: "Molecular Biology Methods for Cytotechnology"
Topic: "Vaccine Research and Development"
Topic: "Stem Cell Biotechnology"
Topic: "Mammalian Cell Culture Methods"
The reason they were submitted in that manner many years ago (~25) was based on recommendation from the then dean of the Graduate School so as to have greater flexibility of uses for the courses. And since, if they were to be offered as a IItopics"
course, the topic would need to be approved by the dean's office and listed on the transcript, differentiating it from an independent study course. We are in the process of developing permanent course proposals for many of these topics courses.

To rectify these concerns, we propose:

1) Change the proposed wording for Program Requirements to: "MLS 510, 512 (Research), 513, and 551 (for cytopathology, MLS 512 (Research) and 9 credits selected from BID 437, MIC 534, MLS 590, 591, and 594).

2) Submit Course Change proposals for MLS 590, 591, and 594 to make it clearer that these are "topics" courses and not "independent study" courses. Please let us know if you need any additional information.

V. Topics for Discussion – The University Manual

A. Graduate Faculty Status – a second 'last time,' we hope.

Exhibit A is a version of the Graduate Faculty Status policy written by Professor Fritz Wenisch and submitted to the Faculty Senate Executive Committee for review. Exhibit B is the Graduate Council version of the GFS policy that was originally presented to the Faculty Senate in November 2012. Exhibit C is a new version we suggest as a compromise.

The Council will need to vote on what to present to the Faculty Senate in the future.

EXHIBIT A --Unauthoritative suggestions concerning Graduate Faculty membership “cooked up” by F.W.

These suggestions are based on F.W’s understanding of the University Manual passage the Graduate School submitted to the Faculty Senate. Needless to say [“Then why are you saying it?—Comment by a grouchy editor], the rest of the University Manual Graduate Faculty provisions need to be renumbered if something like the following is adopted.

4.70.10 Conditions for Graduate Faculty Membership. Conditions for Graduate Faculty membership shall be (1) appointment as a tenure-track or tenured faculty member at the University of Rhode Island; (2) having earned the highest degree in the academic field a faculty member represents; (3) continuing scholarly productivity in the faculty member’s academic discipline by way of publications or other scholarly or similar contributions distinguishing the faculty member as a leading practitioner in his or her field; and (4) continued demonstration of the faculty member’s effectiveness as an educator and/or mentor of students in graduate degree programs [see below, “problem”].

4.70.11 Requirement for Serving on Graduate Student Committees. Graduate Faculty membership shall be a requirement for a URI faculty member to serve on research or examination committees of graduate students.

4.70.12 Graduate Faculty Status and Newly Hired Faculty Members. All newly hired tenure-track faculty members shall automatically be given Graduate Faculty status if at the time they are appointed to their URI faculty position, they have earned the highest degree in their
academic field. Their Graduate Faculty status shall be subject to the review outlined in 4.70.14.

4.70.13 Graduate Faculty Status of Current Faculty Members. URI faculty members who have tenured or tenure-track appointments by the time or after sections 4.70.10-14 become effective and who do not have Graduate Faculty status shall be nominated for that status by the chair or the director of the department, school, or program in which they have a formal appointment if in the view of the official in question, they meet the criteria specified in 4.70.10. The chair or director shall submit a letter of nomination, together with a curriculum vitae, to the Dean of the Graduate School, who shall review the material and submit it to the Graduate Council which shall decide on the nomination.

4.70.14 Periodic Review of Graduate Faculty Member Status. The Graduate Faculty status of all members of the Graduate Faculty shall be subject to periodic reviews. The status of non-tenured tenure-track faculty members shall be reviewed annually, that of tenured assistant and associate professors biannually, and that of tenured full professors quadrennially. Renewal of Graduate Faculty status shall be based on a determination that a faculty member continues to meet the conditions for Graduate Faculty membership as specified in 4.70.10. The faculty member’s chair or director (see 4.70.13) shall solicit statements from the faculty member’s peers serving in that person’s department or program and submit these statements, together with his or her own recommendation, to the Dean of the Graduate School, who shall review the material and submit it to the Graduate Council. The Council shall decide on renewal or non-renewal.

Question to 4.70.12: What if it is “pretty clear” that a newly hired faculty member will not be involved in graduate education?

Problem: How does a person who is currently on the URI faculty but not on the Graduate Faculty become a member of the latter if “continued demonstration of one’s effectiveness as an educator and/or mentor of students in graduate degree programs” is a condition of Graduate Faculty status, and if only Graduate Faculty members can be involved in these activities?

Possible solution: Maybe a department chair/program director should be able to nominate a faculty member not yet meeting condition (4) of 4.70.10, submitting a plan outlining how the faculty member in question will, for the next couple of years, meet the requirement. If Graduate Faculty status is approved for that person, the first status review is to examine in particular whether that plan is actually being carried out. If this solution to the circularity problem is adopted, appropriate language needs to be included in the provisions formulated above.

EXHIBIT B -- Below is the version the Graduate Council approved, which is the same version originally presented to the Faculty Senate in November 2012.

4.70.10 The Graduate Faculty. Graduate Faculty Status is afforded to faculty members of the University who establish and maintain significant

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1 What about people who do not have the highest degree when they are appointed, but earn the degree after their appointment?
scholarly activity in their field. Its importance lies in the fact that it is a requirement for serving on the research or examination committees of graduate students. All faculty are eligible to be nominated for Graduate Faculty Status by the Chair or Director of the department, school, or program in which they have a formal appointment. A letter of nomination submitted to the Graduate School along with a current curriculum vitae of the faculty member serves to initiate the review process. Graduate Faculty Status is automatic for newly hired tenure-track faculty who have achieved the highest degree in their discipline. Appointment or retention of Graduate Faculty Status will be approved for faculty who have a) earned the highest degree available in their discipline, b) published or produced products that contribute to their discipline or have distinguished themselves as leading practitioners in their discipline, and c) demonstrated their effectiveness as educators and mentors of students in graduate degree programs. Periodic review of Graduate Faculty Status is required. Renewal will be reviewed during each regular, mandated College review of a faculty member (1-, 2-, or 4-year intervals, depending on rank). Requests for non-renewal of Graduate Faculty Status will be initiated by the Dean of the College in which the faculty member resides, and will be submitted to the Dean of the Graduate School for review. The Graduate Council will then approve or reject the request.

EXHIBIT C -- Below is the new wording we offer as a compromise.

4.70.10 Conditions for Graduate Faculty Membership. The Graduate Faculty at the University of Rhode Island shall be adjunct, tenure-track, or emeritus members of the faculty who have (1) earned the highest degree available in their discipline; (2) published or produced products that contribute to their discipline or have distinguished themselves as leading practitioners in their discipline, and c) demonstrated their effectiveness as educators and mentors of students in graduate degree programs.

4.70.11 Requirement for Serving on Graduate Student Committees. Graduate Faculty membership shall be a requirement for a University of Rhode Island faculty member to serve on any graduate student committee.

4.70.12 Graduate Faculty Status and Newly Hired Faculty Members. Graduate Faculty status is automatic for newly hired tenure-track faculty who have achieved the highest degree in their discipline. Their Graduate Faculty status shall be subject to the review procedures outlined in 4.70.14.
4.70.13 Graduate Faculty Status of Current Faculty Members. Members of the University of Rhode Island faculty who do not have Graduate Faculty status can be nominated for that status at any time by the chair or the director of the department, school, or program in which they have a formal appointment, if in the view of the official in question they meet the criteria specified in 4.70.10. The chair or director shall submit a letter of nomination, together with a curriculum vitae, to the Dean of the Graduate School for review. Appointment or retention of Graduate Faculty status will be approved for faculty who have met the conditions specified in 4.70.10.

4.70.14 Periodic Review of Graduate Faculty Member Status. Periodic review of Graduate Faculty status is required. Renewal will be reviewed during each regular, mandated College review of a faculty member (1-, 2-, or 4-year intervals, depending on rank). Requests for non-renewal of Graduate Faculty status will be initiated by the Dean of the College in which the faculty member resides, and will be submitted to the Dean of the Graduate School for review. The Graduate Council will then approve or reject the request.

Note: Dr. Gindy has suggested the following wording if the Council wishes to add a section on the possibility of “provisional” Graduate Faculty status

“If the faculty member fails to meet any of the requirements set forth in section 4.70.10, the faculty member will be given provisional Graduate Faculty status for a time period not to exceed three years during which he/she will be required to satisfy all requirements. If, after this time period, the faculty member still does not adequately satisfy all requirements, Graduate Faculty status will be revoked. Any faculty member who wishes to appeal a negative decision regarding Graduate Faculty status can submit a written appeal, along with any relevant documentation, to the Dean of the Graduate School, who will review the decision and appeal and submit it to the Graduate Council for final recommendation.”
B. University Manual Section 8.81.62 -- removing courses from the URI Catalog

TO: Members of the Curricular Affairs Committee
Members of the Graduate Council

FROM: Sheila Black Grubman, Coordinator Faculty Senate

DATE: March 13, 2013

SUBJECT: Courses not taught for two years or scheduled for the third year

As you may know, the Faculty Senate sent the proposed new section of the University Manual back to the CAC. Therefore, a change that I had hoped would be simple, making it automatic for courses to be taken off the published list of courses when they are not taught for two years nor scheduled for a third, has not yet been approved by the Faculty Senate. The change had nothing to do with the length of time. It was just to establish a process that doesn't require hours of work by many people.

The rule, which has been in effect at URI since our last accreditation visit in 2007, is a requirement of NEASC:

10.8 The institution clearly indicates those programs, courses, services, and personnel not available during a given academic year. It does not list as current any courses not taught for two consecutive years that will not be taught during the third consecutive year.

At the December 13, 2012 meeting of the Faculty Senate, the proposed paragraph for the University Manual was returned to the CAC with the following instructions: clarify wording with regard to terms "scheduled", "offered", and "taught"; forward the revision of 8.81.62 to the Graduate Council for review; and identify those courses not offered officially, but used in exceptional circumstances for applying transfer credit to ensure that departments can still apply the credits without offering the courses.

Following are the courses so identified and Mr. Humphrey agreed that theses few courses would continue to remain within the system. These courses are: CHM 229, CHM 230; EGR 411; FRN 316; GEO 480; GER 315, GER 316, GER 411; SPA 316, SPA 317.

In response to the request for consistent language, I am proposing the following (changes are in **boldface**, deletions are identified by a *strikethrough*):

8.81.62 A course not taught for two successive calendar years and not scheduled **to be taught** for the third year shall be deleted from the public list of curricular offerings (Official University Catalog). Enrollments Services shall verify annually which of these courses have been scheduled **taught** at the request of department chairs or college deans. Courses not scheduled **taught** will be considered suspended and will remain on the Enrollment Services non-public list for 4 years. If the suspended course is offered **taught** any time during the four-year period, it will be returned to the public list of curricular offerings (University Catalog). If the suspended course is not offered **taught** within 4 years it will be considered deleted and may not be offered without approval as a new course.

VI. Topics for Discussion – The Graduate School Manual

A. Consideration of a change to Section 7.56 in the Graduate School Manual that pertains to the submission of dissertation proposals. The wording below after
“TO” is based on suggestions from the Graduate Council at our February meeting. No change is proposed for the ‘one-semester’ policy for master’s proposals.

FROM -- “In all cases, however, the proposal must be submitted at least one semester before the semester in which the dissertation itself is to be submitted and defended.

TO -- In all cases, however, the proposal must be submitted a) during or before the seventh semester in which a doctoral student is enrolled in their program, and b) at least two semesters before the semester in which the dissertation itself is to be submitted and defended.

The section as it reads now is reproduced in its entirety below

“7.56 Dissertation Proposal. A dissertation proposal is required of all doctoral students and is intended to describe a problem to be investigated and provide details regarding how the research will be performed and reported. Approval signifies that it meets the standards of the University of Rhode Island for the doctoral degree. The proposal should present the required information as concisely and clearly as possible. The ability to describe concisely a research problem and methodology is one of the skills that the dissertation proposal process is designed to develop. Therefore, dissertation proposals are limited in length to the signature cover-sheet plus 15 or fewer double-spaced, numbered pages in a font size no smaller than 12 point. Proposals longer than this will not be accepted, however, appendices and references are not included in the 15-page limit. Proposals should be submitted before substantial research has been completed, typically during the first or second semester in which the student registers for research credits. In all cases, however, the proposal must be submitted at least one semester before the semester in which the dissertation itself is to be submitted and defended. Complete details for the appropriate development, preparation, and submission of a dissertation proposal can be found on the Graduate School website (www.uri.edu/gsadmis/). Proposals will be returned for revision if they do not contain the appropriate sections described in the Proposal Instructions.”

B. Programs of Study - possible wording changes are provided below for Sections 7.43 and 7.52 of the Graduate School Manual. The words underlined represent the possible changes.

7.43 Program of Study. It is in the best interests of graduate students to be guided in their work by a well-designed Program of Study. Each student enrolled in a master’s degree program shall submit four signed copies of a Program of Study to the Dean of the
Graduate School for approval. Students must submit a Program of Study as soon as is practicable, but not later than the end of the third semester of their enrollment as full time students or by the end of the fourth semester of enrollment as a part-time student. Failure to submit a Program of Study during this period may result in enrollment blocks or suspension of graduate study until such a program is submitted. (see Section 9.10 for course distribution requirements). Signatures required include those of the student, major professor, and the Graduate Program Director or department Chair. The Program of Study includes courses that are to be taken for program credit, and those that are to be taken without program credit to remedy deficiencies, or for the student’s personal satisfaction. Courses that are to be taken without program credit must be so designated before they are taken if failing grades are not to be included in the calculation of the student’s overall grade point average, except as provided in Section 9. After a program has been approved, changes can be made by submitting a revised Program of Study for approval to the Dean of the Graduate School, signed by the major professor, the student, and the Graduate Program Director. Forms to be used for submitting the Program of Study are available at the Graduate School website.

7.52 Program of Study. Each doctoral student shall submit a Program of Study to the Dean of the Graduate School for approval. Students must submit a Program of Study as soon as is practicable, but no later than the end of the third semester of their enrollment as full time students or by the end of the fourth semester of enrollment as a part-time student. Failure to submit a Program of Study during this period may result in enrollment blocks or suspension of graduate study until such a program is submitted. After a program has been approved, changes can be made by a petition for approval to the Dean of the Graduate School, signed by all members of the doctoral committee, the student and the Graduate Program Director. Each doctoral student shall submit at least six copies (three copies plus one copy for each member of the Ph.D. committee) of the Program of Study signed by all members of the doctoral committee (see 8.43.2), the student, and the Graduate Program Director. The Program of Study should specify the courses that are to be taken for program credit (see Section 9.20 for course distribution requirements) and those that are to be taken without program credit, to remedy deficiencies, or for the student’s satisfaction. Courses in the Program of Study listed to be taken without program credit must be so designated before they are taken; if they are not, grades in these courses will be included in the calculation of the student’s Grade Point Average. Forms to be used for reporting the Program of Study are available at the Graduate School website (www.uri.edu/gsadmis/).

VII. Old Business

VIII. New Business

IX. Adjournment