The meeting was called to order at 2:06 p.m. by Interim Dean Zawia.

The Minutes of Meeting No. 439 were approved.

Announcements

A. Interim Dean Zawia announced a workshop to be held 8 December 2009 at 10:00am in the Galanti Lounge. The workshop titled “NSF/NIH Surveys and Program Profiles: Finding the Right Numbers” will be co-sponsored by Institutional Research and the Graduate School. The focus will be to give the departments the tools they need to determine the correct numbers for their surveys or program profiles. Council was encouraged to attend.

B. Associate Dean Killingbeck reported to Council that some departments still had questions regarding assessment of Graduate Programs. He reminded those departments that nothing was due to the Board of Governors until June 2011 except from the four exemplar groups.

C. Interim Dean Zawia noted that the deadline for mini-grant proposal submissions had passed on 13 November 2009. There was a great response from students with 96 proposals submitted. He informed members of the Graduate Scholarship, Fellowship and Award Committee that a meeting would be set up within the next week to determine the criteria that the proposals would be evaluated on.

D. Interim Dean Zawia reported on the Graduate Student Forum that was held 20 October 2009. Many of the invited administrators were able to attend, showing a strong support of graduate education. Students focused on issues in four areas: technology, housing, academics and financials. Many of the issues students raised are already being resolved and many others are being reviewed by members of the administration.

E. Interim Dean Zawia also noted that the Graduate School held a Formatting Workshop on 10 November 2009. It was the first one of its kind in recent memory and was attended by more the 75 students. The purpose was to give guidance to those students writing a thesis or dissertation and help them to avoid making common formatting mistakes. Because of its popularity the Graduate School is considering hosting the event twice a semester.
F. Interim Dean Zawia announced that this semester’s enrollment numbers have increased in all areas except the non-degree category which may be attributed to more of those students committing to a degree program.

G. Associate Dean Bibb reported that the New Program Committee had received a new course proposal from Applied Mathematics for a new track called Biological Physics and Bio Informatics. A number of questions arose so the committee invited Dr. Orlando Merino to meet with them to discuss the proposal further.

IV. Committee Reports

A. Curriculum Committee

Changes Approved
NFS 440 Macronutrient Metabolism - change in prerequisite
GEG 488 Geographic Application in the K-12 Curricula – change in course number

New Courses Approved
NFS 441 Micronutrient Nutrition (3)
LRS 573 Staffing Organizations (3)
KIN540X Interdisciplinary Research in CMD (2)
MIC/BPS 450/550 Practical Tools for Molecular Sequence Analysis (3)

Name change from Clinical Laboratory Science to Medical Laboratory Science beginning with the 2010-2011 academic year. All courses with the MTC designation will be changed to MLS.

The motion was made to acknowledge the cessation of the Masters program in Community Planning. The motion was approved.

Tabled
EDP 613 Quantitative Analysis in Educational Research (4)
WMS 590 Special Topics in Women’s Studies (3)
OCE 500 Ocean Engineering Design Studies (1 to 6)
CVE 477/577 Environmental Sustainability and Green Engineering (3)

B. Graduate Manual Revision Committee

A motion was made to change the name of the document to Graduate School Manual: Policies, Procedures, and Guidance for Graduate Studies. The motion was approved.
A motion was made to approve the changes to the preface, section 1, and section 2. The motion was approved.

A motion was made to approve the changes in section 3. The motion was approved.

A motion was made to approve the changes in section 4. The motion was approved with a small edit to section 4.71 to read: Students who wish to register for credits to be counted toward a degree but to be earned through off-campus activities such as research or independent study at a national or international laboratory must receive prior approval from their major professors, program committees, and the Dean of the Graduate School by having these activities listed as part of their Programs of Study. These students must register for an appropriate number of OCSg (Off Campus Study – graduate) credits of research or directed study (also see 4.52).

A motion was made to approve the changes in section 5 and section 6. The motion was approved.

VI. New Business

VII. Old Business

VIII. The meeting adjourned at 3:22 p.m.