The meeting was called to order at 2:04 p.m. by Dean Zawia.

The Minutes of Meeting No. 453 were approved.

Announcements

A. Brian Gallagher introduced and welcomed Yuan Li, the new Digital Initiatives Librarian, who explained her role in maintaining the Digital Commons for the Library and how such applications will be useful for cataloging research and Scholarship at the University.

B. Dean Zawia thanked Council members Lori Ciccomascolo and Brian Gallagher for serving three year terms on the Council. He also recognized Jack Szpczepanski, Benjamin Young and Arthur McDonald for serving one year terms. The dedication and insight of these individuals has been invaluable and will be missed.

C. Dean Zawia announced the recent appointments to the Graduate Faculty

Sherri Wills, Professor, Department of Art and Art History
Aftab Ahmed, Professor, College of Pharmacy
Bruce Curran, Adjunct Associate Professor, Department of Physics
Jessica Hiatt, Adjunct Instructor, Department of Physics
Edward Sternick, Adjunct Professor, Department of Physics
Ivaylo Mihaylov, Adjunct Assistant Professor, Department of Physics
Sung-Woo Lee, Adjunct Assistant Professor, Department of Physics
D. Associate Dean Killingbeck discussed the Pearson Test of English, an alternative to ILETS and TOFEL. He identified and explained the new scoring system and what will be acceptable scores for incoming international students. He also discussed what is expected in terms of scoring given the students status as an incoming TA versus just coming in as a student. Dr. Killingbeck discussed future probability of adding provisional type courses for incoming international students who do not meet our standards for scoring to allow them a way to study at the University and build their comprehension.

E. Dean Zawia recognized the recent Discovery @ URI event and asked the Council members who were able to attend if they had any thoughts on improvements for next year. He also thanked Brian Gallagher and Alycia Austin for their work on the event. Mary Sullivan noted that Nursing students were very happy with the event. She also asked how the judging was handled. Dean Zawia explained the process and how we will be working to make it more streamlined in the future.

Committees

Curriculum Committee

Changes Approved

ISE 401 Industrial and Systems Engineering Capstone Design
ISE 411 Probability and Statistics for Engineers
ISE 432 Operations Research: Deterministic Systems
ISE 443 Machining and Machine Tools
ISE 444 Assembly and Handling Automation
ISE/MCE 446 Metal Deformation Processes
ISE/MCE 449 Product Design for Manufacture
ISE 451 Production System Design
ISE 460 Product Design for Environment
MCE 448 Heat and Mass Transfer
MCE 472 Power Plant System Design and Safety Analysis
CVE/OCE 483 Foundations Engineering
COM 461 Managing Cultural Differences in Organizations
NUR/THN 506 Independent Study
NUR 590 Directed Study and Practice in Advanced Clinical
ISE 541 Advanced Materials Processing
ISE 543 Fundamentals of Machining
ISE 546 Advanced Metal Deformation Processes
ISE/MCE 549 Advanced Product Design for Manufacture
ELE 544 Computer Arithmetic for VLSI
ELE 545 Advanced Digital Circuits and Systems
CHE 574 Biochemical Engineering I
CVE 579 Soil Behavior
CVE/OCE 583 Advanced Foundation Engineering
ENG 514 Studies in Critical Theories
CSC 593 Computer Science Seminar Series

New Courses Approved
MCE/CHE 476 Mechanics of Materials in Nuclear Applications
MBA 588 Marketing Communications Management

Tabled
None

Additional Curricular Matters Approved
Changes to the catalog regarding the PhD section of Chemical Engineering Graduate Program were tabled pending further review. Associate Dean Killingbeck explained the issue as one of doctoral student attendance at a required seminar each semester. The concern is that doctoral students do not register for this each semester, it is not on the Program of Study every semester and there is no grade; there is no pressure to improve attendance (due to a lack of repercussions). The requirement needs to be reviewed by the department as the Graduate Council has reservations about the enforceability of this requirement.

Policy Matters –
Associate Dean Killingbeck proposed new wording, for a section of the New Course Proposal form, regarding 400/500 level courses with the intent of clearly defining the intent and expectations of such courses as they pertain to both graduate and undergraduate students. The proposed wording would read:
“If this is a 500-level course that is to become paired with an existing 400-level course (e. g. 400/500 course), please describe in detail how the expectations, assignments, and learning outcomes for graduate students differ from those for undergraduates.”
The council members agreed that the proposed wording would clarify the issue and Associate Dean Killingbeck was encouraged to discuss such proposed wording changes with Sheila Grubman Black.

New Business –
A. Dean Zawia opened discussion about planning a retreat for graduate faculty which would
include the creation of a strategic plan for the future of graduate education at URI. The idea was well accepted by the Council members.

**Old Business**

A. Dean Zawia opened discussion about the process involved with deciding Scholarships, Fellowships and Diversity Awards. In the interest of making the process more open and transparent, the Dean proposed forming a committee, comprised of Council members, to revise the process for the Fall. The hope is to improve and streamline the process in all areas, find ways to ensure fairness throughout the process, review the forms and information required, review the scoring process and review the application submission process. The Council members indicated a wish for a more detailed understanding of the process. The Dean proposed that the existing committee members that were previously involved in the evaluation process for the scholarships, fellowships and awards, should continue in that effort.

B. Dean Zawia discussed the prior request from Associate Dean Smith for clarification of the final approval/signature authority of successfully defended theses and dissertations. The Dean and Associate Dean Killingbeck reviewed the current wording with a description of the process and introduced the proposed wording of section 11.28 of the Graduate Manual that deals with this issue. After some discussion, clarification and rephrasing, the following wording was proposed:

“Approval of the thesis/dissertation itself will be certified by the signatures of the major professor and the remainder of the research committee on the formal signature page of the thesis/dissertation. These signatures confirm that any changes and corrections to the thesis/dissertation required by the entire defense committee have been made. Only the members of the research committee, not the additional members of the defense committee, sign the formal signature page of the thesis/dissertation. In the event that a student passed the oral examination in defense of the thesis/dissertation denoted by choice 1(c) or 1(d) on the oral defense examination form, the major professor or defense chair must obtain the signatures of faculty members that were listed to review the corrections (1c), or the entire defense committee (1d) on an additional form provided by the Graduate School.”

The Council approved the above wording and any additional minor wording changes that would make the GM conform to this language.

C. Associate Dean Killingbeck broached the idea of electronic submissions of defendable thesis/dissertation copies. He encouraged the electronic format as well as the requirement of a hard (paper) copy. The Council members weighed in on the electronic format that they felt should be use for this and most noted that PDF may be the easiest format for submission. The concern over file size was raised and a CD or website (Sakai) format was discussed. Further discussion is warranted but currently, the feeling is that one paper copy and one PDF should be the minimum. A Microsoft Office Word version may also be an option.

D. Dean Zawia and Associate Dean Killingbeck chose to table the discussion of online graduate courses until next year.
Meeting adjourned at 4pm with great thanks to all who have served this year…have a great summer.