

**Graduate Studies Meeting Minutes  
November 29, 2012, Camp Room Student Center**

**Attendees:** P. Lemma, S. Seider, B. Nicholson, M. Strathy, M. Davis, G. Fitzgerald, S. Wu, R. Cohen, S. Ratansi, J. Wei, E. Leonidas, M. Ciscel, L. Platt, H. Vedeler, B. Emiliani, C. Pesca, C. Parr, M. Voight, J. Thomas, C. Fallahi, J. Kara-Soteriou, W. Nelson, D. Mulcahy, M. Howell, M. Jackson.

**Meeting commenced at 3:07 PM.**

- 1) Welcome
- 2) Minutes from October 25, 2012; approved
- 3) Reminder: This is the last meeting for fall 2012 semester.

**Note:** Spring 2013 meetings will be held in Sprague Carlton, Student Center instead of Camp.

-----**SPRING 2013**----- (note room changes for spring)

Curriculum Subcommittee Clocktower Rm. 3:00 p.m.	Full GSC Camp Rm. Student Center 3:00-4:30 Meetings	Policy Subcommittee(meets Thursday after the full GSC meeting) 3:05 pm
2/21/13	1/31 Sprague Carlton Stud. Ctr.	2/7 HB 222
3/14/13 IN 1849 ROOM Stud. Center	2/28 Sprague Carlton Stud. Ctr.	3/7 HB 222
*4/18/13	3/21 Sprague Carlton Stud. Ctr.	4/11 HB 222
	*4/25 Sprague Carlton Stud. Ctr.	5/2 if needed in HB 222

**Dean Paulette Lemma's Notes**

1. Reminder: all thesis/special projects are due by December 18, unless arrangements have been made by the advisor with the dean for later submission. Faculty are reminded that grade change forms need to be sent to the Dean, Graduate Studies for signature if students carry an incomplete.
2. Comprehensive examination results are due by December 3, 2012.
3. Graduate Admissions will continue to accept transcripts for completion of files up to December 5. After that date, students who applied and have incomplete files will be withdrawn. Departments are asked to send decisions to graduate admissions before they leave for the holidays.
4. Grad Studies/Admissions sent results to departments from students who responded to the graduate survey. Questions were asked about the responses.

**Committee Reports**

**1) Scholarship:** Dr. Bob Emiliani (Chair); Members: M. Voight, R. Kalder, D. Sianez, S. Seider (ex-officio).

Nomination forms for Graduate Academic Awards and Outstanding Scholar Award were received and reviewed. Three Outstanding Scholar Awards and 22 Graduate Academic Awards were granted. One nomination from the Communication Dept. appears to have been mislaid and will be sent to Bob Emiliani directly.

**2) Policy:** Dr. Mike Davis (Chair); Members: V. Garcia, H. Vedeler, S. Seider (ex-officio).

Clarification on term limits for GSA committee members: No term limits exist; faculty may serve indefinitely on this committee.

Motion approved to add a clause to the Graduate Catalog. Under the section Graduate Academic Policies & Requirements, subsection Grades and Grading Policies a clause will be added indicating that mid-semester grades may be recorded. The proposed clause is:

“Mid-semester grades may be recorded online by faculty for full length fall and spring semester courses. Mid-semester grades are considered an approximate grade of student’s performance to date. Mid-semester grades are not recorded on transcripts and are not used in the calculation of grade point averages.”

**3) Appeals:** Dr. Ralph Cohen (Chair); Members: G. Fitzgerald, J. Thomas, C. Fallahi, S. Seider (ex-officio).  
No appeals.

**4) Curriculum:** Dr. Carlotta Parr (Chair); Members: W. Nelson, E. Thornton; E. Leonidas, Shuju Wu, J. Calvert, S. Seider (ex-officio).

**A.** Approval of addition of a new course BMS 501 Fundamentals of Biomolecular Science, and revisions to the Master of Arts in Biomolecular Science passed.

**B.** Course revision of Chem 402 Instrumental Methods in Analytical Chemistry passed.

**C.** Course revision of prerequisites and cycling pattern of **Computer Electronics/Graphics Tech course**, CET 453 Microcomputers passed.

**D. 1.1** Program revisions in Marriage and Family Therapy, allowing MFT students to take either CNSL 505 or Psy 512 passed.

1.2 Program Revision to Professional and Rehabilitation Counseling

Adding option of Psy 512 or CNSL 505

Delete prereq of Psy 454 Drugs and Behavior for students in Drug and Alcohol recovery tract.

**Amendments:**

1. Allow MFT students to take either CNSL 505, or Psy 512

2. Students in the Mental Health track are required to take MFT 556.

3. Corrected the title of “MFT 556 Systemic Perspectives **of** Mental Disorders” to the correct title of “ MFT 556 Systemic Perspectives **on** Mental Disorders.”

4. Note: It is expected that prior to beginning the supervised counseling practicum (CNSL 503) all Professional and Rehabilitation Counseling students will complete a Life Span Development course (CNSL 505 or Psy 512) which is required for certification and licensure, prior to beginning the supervised practicum.

**This item was tabled until further clarification could be provided by Department.**

**E.** Deletion of Earth Science ESCI 442 Weather Analysis and Forecasting, ESCI 461 Physical Meteorology, and ESCI 462 Dynamic Meteorology, and revisions of ESCI 424 Geomorphology, ESCI 431 Introduction to Hydrogeology, and ESCI 450 Environmental Geology passed.

**New Business:**

1. Discussion of Graduate Forum suggestions related to maintaining and growing programs as well as proposing new programs that attract students. The GSC subcommittee on graduate programs will review suggestions made at the Forum and prepare a report to the provost in the spring, 2013. If GSC representatives find anything on the notes presented that are pertinent to their program, it was suggested to take it to their respective department and act upon it.
2. Suggestions from the membership:
  - Policy committee should add a deadline date to the thesis completion.

Meeting adjourned at 4:08 PM.