



GRADUATE COUNCIL MINUTES

November 25th, 2024

The Graduate Council met virtually on Microsoft Teams on Monday, November 25, 2024, at 2:00P.M.

Graduate Council members present: Dr. Terrance McAdoo, Chair; Mr. Hassan Anderson; Drs. Sourav Banerjee, Lorie Donelle, Ashley Gess, Edie Goldsmith, Andrew Graciano, Carolyn Harmon, Bill Hauk, Daniel Kilpatrick, Sheri Silfies, Sanjib Sur, Sriram Venkataraman, Nick Watanabe, Rachel Williams, Neal Woods, and Hannah Malcom (GSA).

Graduate Council members absent: Drs. John Doering-White, Jing Fang, Jing Wen, and Mark Yancey.

Graduate School Representatives: Dr. Ann Vail, Dr. Angelina Sylvain, Dale Moore, and Wanda Barr

Provost Office Representatives: Trena Houp and Dr. LaTrice Ratcliff-Small

Guests: Amber Compton (Anthropology), Anna Goldberg (SEOE), and Sandra Rhyne (HSPM)

NOTE: These minutes will become final on December 9, 2024, if not challenged.

1. Call to Order and Approval of Agenda (Terrance McAdoo, Chair)

The meeting was called to order at 2:00p.m., and the Agenda was approved.

2. Approval of the Minutes from October 28, 2024. Approved actions by Graduate Council become effective 30 days after posting. A copy is available on the Graduate School website at: <https://bit.ly/3SvPO0E>.

The minutes from October were unanimously approved.

3. Report of the Chair (Terrance McAdoo)

Dr. McAdoo expressed his thanks to the Graduate Council members and to the members of the subcommittees for all the hard work. He realizes that it takes a good deal of time to get the job done. If anyone is feeling overwhelmed, please reach out to him or to Dean Vail for assistance.

4. Report of the Dean of the Graduate School (Ann Vail)

Dean Vail shared that due to the increase in program and course proposals, the curriculum committees have been challenged to complete the reviews in a timely manner. As a result, additional committee members have been appointed to assist with the increased volume. A revised submission schedule for Spring 2025 has been developed and is provided below.

Spring 2025 Graduate Council Curriculum Review Timeline

In response to the growing volume of curriculum proposals and the need to allocate adequate time for thorough review and approval, the timeline for graduate curriculum review is being adjusted. These changes aim to ensure that all proposals can be reviewed and finalized within the necessary timeframes to meet Bulletin publication and implementation deadlines. The updated procedure outlined below provides clear deadlines for proposal submission, reflecting a shift in due dates to accommodate both academic unit planning and Graduate Council review cycles.

This adjusted timeline will streamline the review process and support the timely implementation of curriculum updates.

	January	February	March	April	May
Meeting Date	January 27	February 24	March 24	April 28	May 12
Agenda Distributed	January 10	February 14	March 14	April 18	May 2
Course and Program Proposals Due By	November 30 2024	December 31 2024	January 31 2025	February 28 2025	March 31 2025

For course and program proposals to be reviewed in time for Fall 2025, **they must be submitted no later than March 31, 2025.**

For academic units planning to submit substantive changes to a program and affiliated coursework, where the submission will result in **four or more** submitted proposals from an academic unit – **the set of proposals must be submitted by February 28, 2025.**

New deadlines reflect up to the **end of the month**, relative to prior efforts where proposals were due by the first of the month. This new Spring 2025 Graduate Council Curriculum Review Timeline will also be shared on the Graduate Council page for easier reference. You are encouraged to communicate these new deadlines to your academic units. There are many people who have been here for a long time and are used to the previous deadlines. We are trying to give ample time to note the deadline change, and we are sensitive to the fact that it is not going to translate uniformly.

Dean Vail added that the Graduate School is in the process of updating the Presidential Fellowship guidelines. Part of the update will include eliminating the ability of departments to offer an assistantship stipend below the required minimum. For the upcoming year, Presidential Fellowship Awards have been increased to the following amounts:

- \$48,000 or \$12,000/year for Doctoral Fellows
- \$30,000 or \$6,000/ semester for MFA Fellows

The Associate Dean for Academic Affairs and Student Engagement position is now open for applications and will remain open until filled. Nominations can be submitted to Dean Ann Vail.

The Director of Professional Development position is now closed, and interviews have been held. The Graduate School is waiting for approval to offer the position.

5. **Report of the Graduate Student Association** (Hannah Malcom)

Hannah shared the following with the Council:

- Eleni Econopouly (PhD student and President of United Campus Workers of USC) is requesting that we continue the conversation about the \$20,000 stipend. She urges all colleges to agree on the same method of fund dispersal, whether that be via academic or calendar year. Transparency is paramount with this issue.
 - What can we do to ensure this issue is resolved? Examples may include:
 - Deans meeting together to discuss and vote on what they decide
 - Creating an official document for PhD students to have and refer to

- GSA Town Hall
 - Thursday, December 5 from 4 -6 pm
 - Location: Russell House
 - Topics: Graduate Student Housing and Financial Resources (jobs, internships, stipends, etc.)
 - Goal: To present and review the 2024-2025 Strategic Priorities of the GSA then go more in depth about two of the four priorities (housing and financial resources).
 - GSA Executive Board plans to prepare a presentation about current issues identified based off the Spring 2024 Graduate Student Needs Assessment and subsequent solutions for these issues
 - Resources for both topics will be shared
 - The floor will be opened for questions about these two topics *only*
 - GSA plans to host a second Town Hall in the Spring semester to go over the other two priorities (Parking/Transportation and Food Insecurity/Meal Plans)

- GSA has a meeting scheduled with Brian Favela, Director of Parking and Transportation, to discuss parking and transportation issues specific to graduate students and access options.
 - This meeting is scheduled for Friday, December 6

6. Report of the Academic Policy and Practices Committee (Bill Hawk)

Dr. Hawk reported that the Policies and Practices Committee met on November 11th with the primary topic being revising the different classifications of Graduate Faculty. There was a general agreement that current classifications do not quite reflect the reality for graduate committees in several programs, and we decided that we should do some more research to prepare recommendations. He personally met with Dean Vail a couple weeks ago to discuss some of the issues. He also met with Dr. Danny Jenkins in the School of Music where the DMA Program has some concerns about how faculty are classified. We are going to continue meeting and doing research on the issue to prepare a recommended set of revisions to the classifications.

7. Report of the 500/600 Level Courses (Angelina Sylvain)

This report is presented to Council for informational purposes only; no action is necessary.

500/600 Courses for November 2024 Grad Council

(CCP = Course Change Proposal; NCP=New Course Proposal). Total: 26

AFAM 515 (3) Race, Gender, and Graphic Novels, (CCP: Fall 2025)

ARTH 542 (3) History of American Architecture, (CCP: Fall 2025)
ARTS 525 (3 - 6) Sculpture I, (CCP: 2025)
ARTS 526 (3 - 6) Sculpture II, (CCP: 2025)
ARTS 556 (3) Jewelry and Metalsmithing II, (CCP: 2025)
ARTS 559 (4) Workshop (4) Jewelry and Metalsmithing (CCP: 2025)
ARTS 570 (4) Special Topics in Graphic Design, (CCP: Fall 2025)
CSCE 583 (3) Applied Machine Learning Using Python, (NCP: Spring 2025)
DANC 500 (1) Selected Topics in Dance, (CCP: Fall 2025)
DANC 586 (3) The Articulate Body, (CCP: Fall 2025)
FAMS 598 (3) Special Topics in Global Film and Media, (CCP: Fall 2025)
GEOG 556 (3) WebGIS, (CCP: Fall 2025)
GEOG 562 (3) Satellite Mapping and the Global Positioning System, (CCP: Fall 2025)
GEOG 563 (3) Advanced Geographic Information Systems, (CCP: Fall 2025)
GEOG 564 (3) GIS-Based Modeling, (CCP: Fall 2025)
GEOG 565 (3) Geographic Information System (GIS) Databases and Their Use, (CCP: Fall 2025)
HTMT 575 (3) Advanced Topics in Wine, (CCP: Fall 2025)
ITEC 552 (3) Linux Programming and Administration, (CCP: Spring 2025)
MSCI 503 (3) Environmental Microbiology, (CCP: Fall 2025)
MUSC 524 (3) Jazz MIDI, (NCP: Spring 2025)
PEDU 515 (3) Physical Education for Inclusion, (CCP: Fall 2025)
PEDU 577 (3) Dance Performance, (CCP: Fall 2025)
PSYC 580 (3) Intermediate Statistics for Psychologists, (CCP: Fall 2025)
PSYC 583 (3) Psychological Tests and Measurement, (CCP: Fall 2025)
RETL 569 (3) Advanced Retail Promotion and Social Media Analytics, (CCP: Spring 2025)
STAT 515 (3) Statistical Methods I, (CCP: Fall 2025)

8. Associate Graduate Faculty Nominations. Total: 2 (Ann Vail)

Name: Jennifer Baumstark (DNP)
Program: College of Nursing
Term: Fall 2024 – Summer 2030

Name: Elizabeth Nease (DNP)
Program: College of Nursing
Term: Fall 2024 – Summer 2030

These nominations were unanimously approved by Graduate Council.

9. Fellowships and Scholarships Committee (Edie Goldsmith)

Dr. Goldsmith provided the following deadlines for the various fellowship programs for the Spring semester:

- Presidential Fellows: Round 1 - January 31, 2025; Round 2 – March 7, 2025
- Trustee Fellows: March 17, 2025
- Trustee Recruiting Fellows: March 7, 2025

10. Report of the Science, Math, and Related Professional Programs Committee (Sourav Banerjee)

Dr. Banerjee explained they have received an overwhelming number of proposals, some of which needed to be cleaned up prior to approval and had to be sent back to the proponents for revision. Some of the required changes take quite a bit of time. Some discrepancies were noted in previously approved

proposals which means the process must start over. Proposal approvals require at least three reviewers in consensus. If no consensus was met, a meeting is required and adds more time before approval. Due to the workload, three additional members have been added and it is very much appreciated and needed to get these proposals worked through and hopefully approved by the December meeting. Having the new Review Timeline will help streamline the process for subsequent semesters.

11. Report of the Humanities, Social Sciences, Education, and Related Professional Programs Committee (Andrew Graciano)

Below is a list of proposals reviewed by the Committee. Total: 21

- **Art History, M.A.**, (Program Change Request: Fall 2025)
- **Geography, M.A.**, (Program Change Request: Fall 2025)
- **Geography, Ph.D.**, (Program Change Request: Fall 2025)
- **Counselor Education, Certificate (Career Development Facilitator)**, (Program Inactivation Proposal: Fall 2025)
- **Hospitality Management, Ph.D.**, (Program Change Request: Fall 2025)
- **Sport and Entertainment Management, M.S.E.M.**, (Program Change Request: Fall 2025)
- **Library and Information Science, M.L.I.S.**, (Program Change Request: Fall 2025)
- **EDLP 710** (3) Professional Leadership and Mentoring, (NCP: Spring 2025)
- **EDLP 711** (3) Teacher Leader Practicum, (NCP: Spring 2025)
- **FINA 738** (3) Climate Change Risk Management, Insurance, and Finance, (NCP: Spring 2025)
- **Music History Minor**, (New Program Proposal: Spring 2025)
- **Music Performance Minor**, (New Program Proposal: Spring 2025)
- **Music Composition Minor**, (New Program Proposal: Spring 2025)
- **IBUS 733** (3) Geopolitics and International Business, (Course Change Request: Fall 2025)
- **LING 702** (3) Research Methods in Linguistics, (New Course Proposal: Spring 2025)
- **LING 749** (3) Sociolinguistic Variation, (New Course Proposal: Spring 2025)
- **MGSC 770** (3) Predictive Analytics Using No-Code AI, (New Course Proposal: Spring 2025)
- **MUSC 763** (3) Writing About Jazz History, (New Course Proposal: Spring 2025)
- **MUSM 702** (3 - 6) Museum Internship, (Course Change Request: Fall 2025)
- **Public Safety Executive Leadership, Certificate**, (New Program Proposal: Fall 2025)
- **Public Safety Executive Leadership, M.S.L.**, (New Program Proposal: Fall 2025)

These proposals were approved by Graduate Council.

12. Report of the Grievances, Appeals and Petitions Committee (Sriram Venkataraman) No report.

13. Other Committee Reports None.

14. Old Business None.

15. New Business

Dr. Andrew Graciano suggested that the Graduate Council discuss the possible inequity issue of the GRE requirement. Some departments have chosen to require the GRE while others have made the GRE optional in their admissions requirements. One department that he reached out to indicated that

the GRE was optional but if received, it was considered in the admission decision. This sparked a discussion among the Humanities, Social Sciences, Education, and Related Professional Programs Committee. After a lengthy discussion, it was decided that Dean Vail would speak with General Counsel about this practice. Additional information will be provided at a future meeting.

16. Good of the Order

Reminder Dates:

December 9, 2024: The next scheduled meeting of the Graduate Council will be in person on Monday, December 9th, 2024, at 2:00 pm in Room 583 in Close-Hipp.

December 16, 2024: Doctoral Hooding, Monday, December 16th, 10 am to 12 pm in the Koger Center.

17. Adjournment

The meeting was adjourned at 3:10p.m.

Ann Vail, Dean

CC: Michael Amiridis, President
Donna Arnett, Provost
Ann Vail, Dean of the Graduate School
Deans
Department Chairs
Graduate Directors
Aaron Marterer, University Registrar
Elaine Belesky, Office of the Registrar
Malia Kiehl, Office of the Registrar

Office of the Provost – Program Pre-Authorization Requests

Programs listed below have been approved by the Office of the Provost to begin development. In some cases, due to timing, these have already been approved by the Graduate Council.

This information is shared as an addendum to the Graduate Council agenda in an effort to increase cross-disciplinary transparency of upcoming programs.

September

New Program: Postbaccalaureate Certificate, Artificial Intelligence in Business

New Program: DNP, Nurse Educator

August

New Dual Degree: MIB with Audencia Business School with their Master of Science in Financial Markets & Sustainable Investments, Responsible Procurement and Supply Chain Management, Data Science for Marketing, Business Strategy & Consulting, Food & Agribusiness, Sustainable Luxury, Cultural & Arts Management, and the Master in Management

New Program: Master of Science in Quantitative Economics

New Dual Degree: MA/MMC Journalism and Mass Communications with the School of Journalism and Information Communication at Huazhong University of Science and Technology (HUST)