THE GRADUATE SCHOOL
GRADUATE COUNCIL MINUTES
March 24, 2008

The Graduate Council met on Monday, March 24, 2008, at 2:30p.m. in Room 311 of the Byrnes Building with Professor Naomi Faber presiding.

Graduate Council members present: Dr. Naomi Farber, Chair; Drs. Marianne Bickle, Xiaomin Deng, Gregory Hand, JoAnne Herman, Scott Huebner, Barry Markovsky James Sweigart, Ognian Trifonov, Irma Van Scoy, George Voulgaris, and Lynn Zoch

Graduate Council members absent: Drs. Josh Gold, Satish Jayachandran, Zach Kelehear, Lucia Pirisi-Creek, Andrew Shifflet, and Mike Wyatt

Graduate School Representatives: Dr. James Buggy, Dr. Stan Dubinsky, Dr. Nancy Zimmerman, and Teresa Smith

Provost Office Representative: Aileen Trainer

NOTE: These minutes will become final on April 14, 2008, if not challenged.

1. **Chair's remarks** (Professor Farber)

   Professor Farber called the meeting to order at 2:30 p.m.

2. **Approval of minutes** (Minutes of the February 11, 2008 meeting).

   The minutes were reviewed electronically and approved by the Council.
   [A copy of Minutes are on file at The Graduate School; also posted on The Graduate School website at http://www.gradschool.sc.edu/gradcouncil/index.html

3. **Report of the Graduate Dean** (Dean Buggy)

The National Research Council assessment of doctoral programs is delayed. It is now scheduled for early Fall.

The Council was asked to recommend candidates for Doctoral Hooding Speaker this year. A final decision will be made by Friday, March 28, 2008.

Graduate School staff attended a Webinar with Collegenet. The vendor is being reviewed for revising the current Graduate School electronic application. The Graduate School will decide on a vendor by Summer. The chosen vendor's program will be a compatible interface with the new enrollment management software.

Dr. Trainer gave a report on the status of the Bulletin Review Committee. The Committee has selected the University of Virginia's Graduate School website as an ideal graduate school bulletin webpage design. The committee plans to work with Professor Bickle and the Program Review Committee to develop an electronic bulletin web design that is user-friendly and present precise curriculum content to better service students, faculty and staff. The plan is to revise each USC departmental webpage to follow this template. The departments will be given the opportunity to review the new design and provide feedback. Once approved, the websites will go on-line. Implementation is planned to coordinate with the OneCarolina rollout in Spring 2009.

Professor Voulgaris suggested that a CD version of the Bulletin be developed for distribution to prospective students who do not have the internet access. Dr. Trainer will present this suggestion to the Bulletin Review Committee for consideration.

Dr. Trainer also reported on the Academic Program Development Policy Workgroup. The group is developing draft policies and guidelines that will codify curricular processing such as how new courses are approved, how course level changes are implemented, how course name changes are processed, etc. Once developed, the draft policies will be presented to the Graduate Council. The new curricular policies will streamline procedures between the Graduate Council and the Faculty Senate.

Professor Dubinsky reported progress on Graduate Student Day. Scheduled are 6 creative performances, 1 creative display, 33 poster presentations and 67 research entries. The award ceremony will take place on April 2, 2008 in the Russell House from 1:45 until 3:15 p.m. Graduate Council members and faculty are still needed to assist in making the event successful.

Dr. Trainer asked if the Anthony Edwards Award was included in the awards to be presented on Graduate Student Day. Professor Dubinsky replied that specific criteria and guidelines still need to be developed regarding disbursement of this award. Professor Farber charged the Fellowships Committee to develop the guidelines and criteria for disbursement of this award. The award should be made available for inclusion in Graduate Student Day 2009.

4. **Report of the Petitions and Appeals Committee** (Professor Herman)

   Items scheduled to report were withdrawn pending further information.

5. **Report of the Humanities, Social Sciences, Education, and Related Professional Programs Committee** (Professor Zoch for Professor Kelehear)

   COLLEGE OF ARTS AND SCIENCES **- APPROVED**
   > **Curriculum and Bulletin Change: (Change in Program name-no change to curriculum)**
   > > FROM: **WOST** Women's Studies
   > > TO: **WOST** Women's and Gender Studies **– Change better reflects what is currently taught in the program**
   > > **[Effective: Fall 2008]**

   DEPARTMENT OF PHILOSOPHY**- APPROVED**
   > **New Course Proposal: (add a new course to program)**
   > > <u>PHIL 715</u> Ethics in Criminal Justice (3) Classic and contemporary theories of ethics and their applications to criminal justice decision-making.
   > > **[Effective: Fall 2008]**

   DEPARTMENT OF PHILOSOPHY**- APPROVED**
   > **Curriculum and Bulletin Change: (**To add PHIL 715 to Bulletin & to Crosslist**)**
   > > FROM: **<u>CRJU 714</u>** Ethics in Criminal Justice (3) Classic and contemporary theories of ethics and their applications to criminal justice decision-making.
   > > TO: **<u>CRJU 714</u>/<u>PHIL 715</u>** Ethics in Criminal Justice (3) Classic and contemporary theories of ethics and their applications to criminal justice decision-making.
   > > **[Effective: Fall 2008]**

   DEPARTMENT OF CRIMINOLOGY & CRIMINAL JUSTICE**- APPROVED**
   > **Curriculum and Bulletin Change: (**To add New Certificate to Bulletin**)**
   > > New Certificate in Criminal Justice Leadership
   > > **[Effective: Fall 2008]**

   DEPARTMENT OF LANGUAGES, LITERATURES AND CULTURE**- APPROVED**
   > **New Course Proposal: (add a new course)**
   > > **SPAN 752** Twentieth-Century Spanish Exile Literature (3) Study of the creative works written by high profile Spanish writers while in exile (in Mexico, Puerto Rico, Argentina, and the U.S.) during the Spanish Civil War and ensuing Francoist regime.
   > > **[Effective: Fall 2009]**

DEPARTMENT OF MANAGEMENT SCIENCE**- APPROVED** (with amendments)
New Course Proposal: (to add a new course)
MGSC 711 Quantitative Methods in Business (3) Quantitative procedures used to make informed business decisions. The course focuses on the application of descriptive statistics, probability, interval estimates, hypothesis testing, and regression to management problems.
[Effective: Fall 2008]

DEPARTMENT OF MANAGEMENT SCIENCE**- APPROVED** (with amendments)
New Course Proposal: (to add a new course)
MGSC 711T Quantitative Methods in Business - *Technology-Assisted Instruction Proposal* (3) Quantitative procedures used to make informed business decisions. The course focuses on the application of descriptive statistics, probability, interval estimates, hypothesis testing, and regression to management problems.
[Effective: Fall 2008]

Amendments include:
1) NCP form to include New Course Title
2) Syllabus to include D & F submission
3) Syllabus to include Method of Delivery
4) Syllabus to include Course Goals and objectives
5) Justification to include an expanded rationale for change from 600 to 700 level course
6) Obtain Steve Adam's signature on the TIP form
*At the request of the Department of Statistics, Business (Dr. Niehaus) has agreed to restrict this course to Business students.

DEPARTMENT OF ACCOUNTING-Program Involved -- Master of Accountancy**-APPROVED**
Curriculum and Bulletin Change: (course description change and removal of a course)
FROM: Business Management and Assurance Track – The Business Management and Assurance Track is a professional program that provides students with the advanced knowledge and skills necessary for entry-level positions in the areas of auditing, assurance, services, and financial reporting and for further graduate work. Students are required to complete each of the following courses: ACCT 732, 733, 734, 736, 737 (15 hours)
TO: Business Management and Assurance Track, Business Management and Assurance Track is a professional program that provides students with the advanced knowledge and skills necessary for entry-level positions in the areas of auditing, assurance, services, and financial reporting and for further graduate work. Students are required to complete each of the following courses: ACCT 732, 734, 736, 737 (12 hours)
[Effective: Summer I 2008]

DEPARTMENT OF ACCOUNTING- **APPROVED**
  Curriculum and Bulletin Change: (course name change)
   FROM: ACCT 733 Accounting Theory (3) Analysis of the
   theoretical basis of accounting.
   TO: ACCT 733 Accounting Regulation and Financial Reporting
   Issues (3) Examination of the theoretical, practical, economic, and
   political aspects of accounting regulation and financial reporting
   issues.
   [Effective: Summer I 2008]

MOORE BUSINESS SCHOOL**- APPROVED**
  Curriculum and Bulletin Change: PMBA (Description change)
   FROM: Professional MBA Program – The degree requirements
   include the following courses in the Moore School of Business:
   ACCT 728, 729, MGSC 692, ECON 720, FINA 760, MBAD 702,
   MGMT 770, MGSC 791, 796, MKTG 701 and elective courses in
   the Moore School of Business (18 hours). These electives are
   chosen from a number of approved elective offerings of the Moore
   School of Business.
   TO: Professional MBA Program – The degree requirements include
   the following courses in the Moore School of Business: ACCT 728,
   729, **MGSC 711**, ECON 720, FINA 760, MBAD 702, MGMT 770,
   MGSC 791, 796, MKTG 701 and elective courses in the Moore
   School of Business (18 hours). These electives are chosen from a
   number of approved elective offerings of the Moore School of
   Business.
   [Effective: Fall 2008]

MOORE BUSINESS SCHOOL**- APPROVED**
  New Course Proposal:
   MGSC 871 Global Sourcing: Strategies and Applications (3) This
   course covers skills necessary to pursue sourcing and related
   careers in manufacturing, services, retailing, and government
   agencies, including discussion of cutting edge negotiation and
   sourcing strategies pursued in exemplar firms.
   [Prereq.: DMBS 718]
   [Effective: Fall 2008]

6. **Report of Science, Math, and Related Professional Programs Committee**
 (Professor Trifonov)

THE ARNOLD SCHOOL OF PUBLIC HEALTH**- APPROVED**
  Course Change Proposal: (change in course description and
  prerequisites
   FROM: PUBH 798 (1-6)
   Limited work experience or service project in an approved public
   health setting relating to physical activity.

[Prereq.: BIOS 700 or 701 and EPID 700 or 701 and EXSC 700**]**
TO: PUBH 798 (1-6)
Limited work experience or service project in an approved public
health setting.
[Prereq.: BIOS 700 or 701 and EPID 700 or 701**]**
[Effective: Fall 2008]

THE SCHOOL OF MEDICINE**- APPROVED**
Department of Neuropsychiatry and Behavioral Science
Course Change Proposal: (change in the number of course hours)
FROM: RHAB 883 Counseling Internship. (6)
TO: RHAB 883 Counseling Internship. (1-6)
[Effective: Fall 2008]

7. **Report of 500/600 Level Courses and Telecommunication Delivery** (Dean
Buggy)

Professor Buggy reported these courses were reviewed and recommended for
approval by the Committee on Curricula on Feb. 15, 2008.
FILM 511 – New Course
ECON 548 [=ENVR 548] – New course and cross-listing
ENVR 548 [=ECON 548] – New course and cross-listing
MUSC 554 - Deletion
These courses were reviewed and recommended for approval by the Committee on
Curricula on Submissions from the March 7, 2008.

These courses were presented to the Faculty Senate on the April 2, 2008.

SPCH 543 – Change title and description
SPCH 548 – Change title, description, and number to 448; Delete SPCH 548
LING 554 [=SPAN 516] – New course and cross-listing
SPAN 516 [=LING 554] – New course and cross-listing
BMEN 589 – New Course
EMCH 551 – New Course and telecommunication delivery
EMCH 557 – New Course and telecommunication delivery
EMCH 558 – New Course and telecommunication delivery
HPEB 513 – Change title and description
HPEB 684 – Change title and description

Professor Buggy will report the outcome of these courses at the next Graduate
Council meeting.

Aileen requested that the Methods of Delivery be added to each course on this
report.

8. **Report of the Fellowships Committee** (Professor Pirisi-Creek)

Professor Dubinsky presented in absence of Professor Pirisi-Creek. The
Fellowships Committee is presenting Round 3 of the Graduate Fellowships on

March 28, 2008. The Committee will meet again on April 7 to determine the award recipients.

9. **Report of the Program Review Committee** (Professor Bickle)

No Report.

10. **Report of Academic Policy and Practices Committee** (Professor Farber)

Professor Farber presented the proposed policy change to the Graduate Director's Manual - Proposal #1:

Page 4 - Section B. Specific Responsibilities
1. Processing and evaluation of applications
2. Transmitting to The Graduate School the program's recommendation on admission for ALL admission for all applicants by the first day of classes of the term for which the applicant applied.

Page 17 - (bottom of page)
Admission Standards - 3rd paragraph
The program's recommendation of admission decision for ALL applicants must be transmitted to The Graduate School by the first day of classes of the term for which the applicant applied. This is done by submitting an electronic action sheet to The Graduate School for each applicant. If an applicant is declined, the Graduate Director or appropriate program representative may provide additional information to the applicant regarding the potential for admission in the future. However, the decline action recommendation must be filed and the applicant sent a letter from The Graduate School indicating this official action.

The Policy and Procedures Committee also recommends that The Graduate School send a copy of the decline letter template to Graduate Directors and complete detailed information regarding the monetary charges to students incurred for reapplication and the circumstances for which those charges apply.

The Council approved Proposal #1.

Professor Farber presented the proposed policy change to the Graduate Director's Manual - Proposal #2:

Addition of the following:
Each graduate program determines the minimum standard criteria acceptable for admission, (e.g. minimum standardized test scores, minimum GPA, minimum portfolio review score, minimum interview scores). The criteria may or may not be published, but must be formally shared with the Graduate School and will be used by the Graduate School Coordinators to guide admission actions. Admission for any applicant with credentials below the determined minimum(s) will require a memo of justification describing alternative evidence of the applicant's qualifications.

Professor Buggy recommended a change to the last sentence of the proposal from "Admission for any applicant…" to "Recommendation for admission for any application…"

After discussion, the Council approved the following:

Each graduate program determines the minimum standard criteria acceptable for admission, (e.g. minimum standardized test scores, minimum GPA, minimum portfolio review score, minimum interview scores). The criteria may or may not be published, but must be formally shared with the Graduate School and will be used by the Graduate School Coordinators to guide admission actions. Recommendation for admission for any applicant with credentials below the determined minimum(s) will require a memo of justification describing alternative evidence of the applicant's qualifications.

Professor Hand opposed.

Professor Farber tabled Proposal #3 until the next meeting.

11. **Other Committee Reports**

12. **Old Business**

Professor Farber shared a copy of the letter Graduate Council sent to President Sorenson supporting the Graduate Student Association's position for the continuation and eventual increase of the graduate student worker health insurance subsidy. Professor Farber also shared a copy of President Sorensen's response.
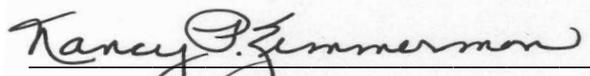
13. **New Business**

No report.

14. **Good of the Order**

15. **Adjournment**

The meeting adjourned at 4:38 p.m.

Nancy P. Zimmerman
Nancy Zimmerman, Secretary

c:

President Andrew A. Sorensen
Provost Mark P. Becker
Deans
Department Chairs
Graduate Directors
Barbara Blaney, University Registrar
Jodie Morris, Office of the Registrar
Gail Stephens, Office of the Registrar
Thom Harman, University Publications
Nancy Floyd, Office of Institutional Assessment and Compliance