

## Graduate Council Minutes

Approved

January 28, 2009

**Present:** Beyler, Bodegom, Elzanowski, Everett, Faaleava, Feyerherm, Gould, Mildner, Robillard, Symes, Ostlund, Harmon, Hanson, Popp

**Absent:** Borgmeier, Howard, Jivanjee, Marshall

### Agenda

#### Minutes from December 10 meeting

#### Old Business

#### New Business

##### College of Liberal Arts and Sciences

- ANTH 435/535 Visual Anthropology, 4 cr-new course
- GEOG 418/518 Landscape Ecology, 4 cr-new course

##### Graduate School of Education

- MA/MS Counseling-change to existing program

##### School of Business Administration

- FIN 459/559 Advanced Real Estate Valuation, 3 cr-new course
- FIN 573 Investment Analysis and Portfolio Management, 4 cr-add 400 section, change prerequisites
- FIN 574 Portfolio Management: Issues and Performance Assessment, 2cr-add 400 section, change prerequisites

##### Maseeh College of Engineering and Computer Science

- CS 465/565 Server-side Applications: Construction and Analysis, 4/3 cr-change title to Construction and Analysis of Web-Based Applications, description, prerequisites
- ETM 563/663 Entrepreneurship in Technology, 4 cr-new course
- ETM 573/673 Management of Intellectual Capital, 4 cr-new course
- ME 419/519 Thermal Analysis of Electronics, 4cr-new course
- ME 422/522 Building Energy use Analysis and Design, 4 cr-change title to Building Energy use Modeling, description, prerequisites
- ME 426/526 Solar Engineering, 4 cr-new course
- ME 454/554 Controls Engineering Laboratory, 4 cr-new course

##### School of Social Work

- Ph.D. Social Work and Social Research – change to existing program
- SW 620 Social Problem analysis: Assessment, 3 cr-change description
- SW 622 Social Problem Analysis: Assessment, 4 cr-change description, prerequisites, credit hours to 3
- SW 631 Introduction to Quantitative Research Methods in Social Work, 2 cr-change description, credit hours to 3
- SW 632 Empirical Methods of Data Analysis in Social Work Research I, 4 cr-change title to Quantitative Data Analysis in Social Work Research, description
- SW 633 Introduction to Qualitative Research Methods in Social Work, 2 cr-change description
- SW 634 Empirical Methods of Data Analysis in Social Work Research II, 4 cr-change title to Quantitative Data Analysis in Social Work Research II, description
- SW 635 Qualitative Research Methods in Social Work II, 2 cr-new course
- SW 640, 641, 642 Research Practicum and Seminar, 2,2,2cr-change prerequisites

The meeting was called to order at 12:05.

**Announcements:**

Richard Byler introduced Cathy Symes, our new student member of the GC. He also made the announcement that volunteers are needed as "Petition Readers" for winter term.

**Minutes from December 10 meeting**

*It was moved (Mildner) and seconded (Elzanowski) to approve the minutes as recorded. Motion was approved unanimously.*

**Discussion: Adjunct vs. Tenure faculty instruction for Graduate Classes**

Richard Beyler asked the Graduate Council, (GC) what its purview is regarding teaching of graduate courses by non-regular (adjunct and/or fixed term) faculty: He said it was brought to his attention by the Everett panel reviewing new class proposals. Associate Dean Ostlund said this issued was addressed before in the GC and they found that the adjunct instructors often were specialized in their certain areas of instruction. They also found in reviewing the ratio no problems were found. She did emphasized that a current CV needs to be attached for the adjunct instructor if they are the primary teacher of a proposed course.

**Discussion: Revision of New Program Proposals**

Dean Feyerherm made the announcement that all new program proposals must first be approved by the Provost's Budget Team before moving forward for approval by the Graduate Council and Faculty Senate. All new programs will be reviewed to make sure they have appropriate resources, are fiscally sounds, and can identify the funding sources before moving on. As of November 7, 2008, the Board of Higher Education adopted this new Academic Program Review Policy. Effective March 2009, all academic program proposals submitted to the Provosts' Council must employ the new policy guidelines and forms. This format includes FTE for faculty and students, faculty resources, targeted student population, business plan, and the long-term recruitment/retainment predictions for faculty and students. This new policy affects the two new program submitted, a Ph.D. in Applied Linguistics, and the Ph.D. in Pacific Northwest Studies. These new programs must employ the new policy guidelines and forms. Steve Harmon did say that even though the Ph.D. in Applied Physics came after the November 7, 2008 date, the OSBHE board will review it as is.

**New Business****College of Liberal Arts and Sciences**

- ANTH 435/535 Visual Anthropology, 4 cr-new course – *Gerry Mildner moved this course be approved, Erik Bodegom seconded it - unanimously approved.*
- GEOG 418/518 Landscape Ecology, 4 cr-new course - *Gerry Mildner moved this course be approved, Erik Bodegom seconded it - unanimously approved.*

**Graduate School of Education**

- MA/MS Counseling-change to existing program – *Gerry Mildner moved that this proposal be tabled until the Dept submits two new course proposals for 510 courses that are required in the program, Cathy Symes seconded it - unanimously agreed per motion.*

**School of Business Administration**

- FIN 459/559 Advanced Real Estate Valuation, 3 cr-new course – *Toeutu Faaleava moved this course be approved, Everett seconded it, with condition the GC receives and reviews CV from the adjunct instructor of this course it be approved - unanimously approved per motion.*
- FIN 573 Investment Analysis and Portfolio Management, 4 cr-add 400 section, change prerequisites – *Gerry Mildner moved this course be approved, Erick Bodegom seconded it – unanimously approved.*
- FIN 574 Portfolio Management: Issues and Performance Assessment, 2cr-add 400 section, change prerequisites - *Gerry Mildner moved this course be approved, Erick Bodegom seconded it – unanimously approved.*

**Maseeh College of Engineering and Computer Science**

- CS 465/565 Server-side Applications: Construction and Analysis, 4/3 cr-change title to Construction and Analysis of Web-Based Applications, description, prerequisites – *Eric Bodegom moved the proposals be*

*approved pending clarification from the department on what the prerequisites are. Gerry Mildner seconded it – unanimously approved per motion.*

- *ETM 563/663 Entrepreneurship in Technology, 4 cr-new course – Eric Bodegom moved this proposal be approved pending GC receiving and reviewing CV from Adjunct Instructor of this course, Rita Robillard seconded it - unanimously approved.*
- *ETM 573/673 Management of Intellectual Capital, 4 cr-new course – Eric Bodegom moved this proposal be approved pending GC receiving and reviewing CV from Adjunct Instructor of this course, Rita Robillard seconded it - unanimously approved.*
- *ME 419/519 Thermal Analysis of Electronics, 4cr-new course - Discussion concerning distinction between GR/UG course requirements and CV of adjunct instructor of this course. Sent back to department for clarification of UG/GR course requirements and CV.*
- *ME 422/522 Building Energy use Analysis and Design, 4 cr-change title to Building Energy use Modeling, description, prerequisites – Erik Bodegom moved this course be approved, Gerry Mildner seconded it - unanimously approved.*
- *ME 426/526 Solar Engineering, 4 cr-new course – Erik Bodegom moved this course be approved, Gerry Mildner seconded it - unanimously approved.*
- *ME 454/554 Controls Engineering Laboratory, 4 cr-new course – Gerry Mildner moved this course be approved, Toeutu Faaleava seconded it – unanimously approved.*

### **School of Social Work**

- *Ph.D. Social Work and Social Research – change to existing program – Gerry Mildner moved this program change and all courses associated with this program following in the minutes of 01/28/09 be approved, Cathy Symes seconded it - Unanimously approved.*
- *SW 620 Social Problem analysis: Assessment, 3 cr-change description*
- *SW 622 Social Problem Analysis: Assessment, 4 cr-change description, prerequisites, credit hours to 3*
- *SW 631 Introduction to Quantitative Research Methods in Social Work, 2 cr-change description, credit hours to 3*
- *SW 632 Empirical Methods of Data Analysis in Social Work Research I, 4 cr-change title to Quantitative Date Analysis in Social Work Research, description*
- *SW 633 Introduction to Qualitative Research Methods in Social Work, 2 cr-change description*
- *SW 634 Empirical Methods of Data Analysis in Social Work Research II, 4 cr-change title to Quantitative Data Analysis in Social Work Research II, description*
- *SW 635 Qualitative Research Methods in Social Work II, 2 cr-new course*
- *SW 640, 641, 642 Research Practicum and Seminar, 2,2,2cr-change prerequisites*

The meeting was adjourned at 1:30 p.m.