

**MINUTES  
COLLEGE OF ARTS AND SCIENCES COUNCIL  
FOR RESEARCH AND GRADUATE STUDIES**

MEETING: October 31, 2022

MEMBERS PRESENT: D. Baker, E. Choi, A. Daily, E. Delavega, D. Downey, W. Duffy, S. Fleming, E. Groenendyk, A. Johnson, J. Lariscy, T. Maclin, M. B. Mader, A. Mickelson, I. Ortega-Santos, H. Sable, C. Santo, X. Shen, O. Skalli, J. Topinka, B. Zheng

MEMBERS ABSENT: V. Rus (B. Daigle, proxy)

VISITORS: R. Serino

R. Kreuz called the meeting to order at 3:02.

**1) Approval of the minutes from the October 3 2022 Council meeting**

R. Kreuz asked for additions or corrections. None were proposed. R. Kreuz called for a motion to approve, which was made by E. Delavega and seconded by A. Daily. All voted in favor.

**2) Review and vote on the 2022 graduate catalog curriculum changes**

R. Kreuz announced that there were nearly sixty catalog changes to be voted on and he hoped that all members had had a chance to review these proposed changes in Curriculog.

R. Kreuz asked for a review by department, in alphabetical order. Each representative would summarize all of their unit's proposed catalog changes for the Council. Some would not require much explanation, such as course description changes, changes in credit hours, prerequisites, and repeatability. He asked the Council members to provide a rationale for program changes, new courses, and course closeouts.

R. Kreuz proposed that the proposals would be voted on in groups, by department. He said that Council members with questions or comments should raise them at the end of each representative's summary to the group. If necessary, the Council would break a department's changes down into separate proposals and vote on them individually.

R. Kreuz announced that as there were visitors present with proposals, they would be allowed to present first and could leave afterward.

**Interdisciplinary Studies**

R. Serino, the CAS Director of International Studies, summarized the program's certificate proposal.

1 New Graduate Certificate  
Aging/Gerontology Graduate Certificate

A motion to approve was made by J. Lariscy and seconded by D. Downey. All voted in favor.

## **Data Science**

B. Daigle of Biological Sciences and Computer Science summarized the changes to the Data Science program. His summary included three new courses and two program revisions that hadn't been posted to Curriculog. These were tabled and the one new course in the system was voted on.

1 New Course

DATA 7996 Thesis

A motion to approve was made by A. Daily and seconded by O. Skalli. All voted in favor.

## **Anthropology**

T. Maclin summarized the changes for Anthropology.

1 Description Change

ANTH 7255 Applying Anthropology

1 Program Revision

Anthropology, (MA): removal of proseminar requirement; removal of comprehensive exam requirement (the practicum report provides the culminating experience)

A motion to approve was made by A. Mickelson and seconded by W. Duffy. All voted in favor.

## **Biology**

O. Skalli summarized the changes for Biology.

1 New Course

BIOL 4/6605 Biology of Cancer

A motion to approve was made by A. Johnson and seconded by H. Sable. All voted in favor.

## **Center for Earthquake Research and Information**

No curriculum changes.

## **Chemistry**

D. Baker summarized the changes for Chemistry.

2 New Courses

CHEM 4/6205 Forensic Chemistry Lab

CHEM 4/6225 Forensic Chemistry

3 Course Closeouts (content exists in other courses)

CHEM 4/6310 Intermediate Organic Chemistry

CHEM 4/6414 Quantum Chemistry/Spectroscopy

CHEM 4/66614 Polymer Chemistry

1 Title and Description Change

CHEM 4/6311 Physical Organic Chemistry -> Intermediate Organic Chemistry

1 Title and Course Number/Course Level Change

CHEM 4/6315 – 6520 Organic Medicinal Chem -> Medicinal Chemistry  
1 Description Change  
CHEM 4/6411 Advanced Physical Chemistry

A motion to approve was made by W. Duffy and seconded by T. Maclin. All voted in favor.

## **City and Regional Planning**

C. Santo summarized the changes for City and Regional Planning.

1 Title Change  
PLAN 6231 Water Resources – Water Science Management

A motion to approve was made by E. Delavega and seconded by J. Topinka. All voted in favor.

## **Computer Science**

S. Fleming summarized the changes for Computer Science.

1 New Course (based on feedback during peer review as an area to strengthen)  
COMP 8950 Research Methods for Computer Science  
1 Title Change, Credit Hours, Description and Add 6000, 7000, or 8000 level-course  
COMP 7950 Research Methods Comp Sci – Research Methods for Computer Science  
2 Program Revisions  
Computer Science, (MS): tweaks to admissions requirements; allow a coursework-only master's option (in lieu of a project or thesis); time limit to take core courses removed; edits  
Computer Science, (PhD): add 8950 as a required course; tweaks to admissions requirements

O. Skalli asked if there was still a comprehensive exam requirement for master's students. S. Fleming responded that a satisfactory grade in the core courses meets this requirement. S. Fleming made clear that this change had been approved by Dean Tollefsen and the Graduate School.

A motion to approve was made by W. Duffy and seconded by E. Delavega. All voted in favor.

## **Criminology and Criminal Justice**

No curriculum changes.

## **Earth Sciences**

A. Mickelson summarized the changes for Earth Sciences.

1 New Course  
ESCI 4/6614 Environmental Science  
1 Title Change  
ESCI 4/6231 Water Resources -> Water Science and Management  
4 Repeatability Changes (courses change topics from semester to semester)  
ESCI 6610—6619 Special Topics in Geography  
ESCI 6700 Earth Science Internship

ESCI 7010-7019 Special Topics in Geology  
ESCI 7703 Seminar in Geology

A motion to approve was made by J. Topinka and seconded by A. Daily. All voted in favor.

## **English**

W. Duffy summarized the changes for English.

### 1 New Course

ENGL 7/8339 Afrofuturism and Black Speculative Fiction

### 2 Program Revisions

Creative Writing, (MFA): two old courses eliminated

English: Writing and Language Studies, (PhD): clarified language on how comprehensive exams are administered

A motion to approve was made by J. Lariscy and seconded by A. Johnson. All voted in favor.

## **History**

No curriculum changes.

## **Institute for Intelligent Systems**

R. Kreuz summarized the changes for the Institute for Intelligent Systems.

### 3 New Courses

IIS 4/6503 Independent Studies

IIS 4/6010 Text Analysis for Political and Social Research

IIS 7/8615 Special Problems

A motion to approve was made by C. Santo and seconded by W. Duffy. All voted in favor.

## **Mathematical Sciences**

No curriculum changes.

## **Philosophy**

No curriculum changes.

## **Physics and Materials Science**

X. Shen summarized the changes for Physics and Materials Science.

### 1 New Course

PHYS 7061 Physics Internship

A motion to approve was made by A. Mickelson and seconded by H. Sable. All voted in favor.

## **Political Science**

No curriculum changes.

## **Psychology**

No curriculum changes.

## **Public and Nonprofit Administration**

No curriculum changes.

## **Social Work**

E. Delavega summarized the changes for Social Work.

7 New Courses (new electives and new courses for the certificate)

SWRK 4/6365 Manhood, Masculinity, and Healthy Male Youth Development

SWRK 6940 Grief and Loss

SWRK 4/6950 Violence Across the Lifespan: An Intro to Forensic Social Work

SWRK 7164 Critical Theory & Social Work

SWRK 7701 Play Therapy and Expressive Arts

SWRK 7702 Advanced Play Therapy -Group Skills and Assessment

SWRK 8100 Social Work Statistics

4 Course Closeouts

SWRK 7006 Dual Diagnosis

SWRK 7014 Brief Intervention

SWRK 8055 Informatics & Data Driven

SWRK 8075 Reflective Supervision

1 Title Change

SWRK 7155 Informatics & Data-Driven Decision Making

1 Title Change and Description Change

SWRK 8080 Managing SW Practice II -> Managing SW Practice

1 Add/Delete Prerequisite

SWRK 7052 Field Placement II

4 Add/Delete Prerequisite, Add/Delete Corequisite

SWRK 7053 Field Placement III

SWRK 7054 Field Placement IV

SWRK 7055 Integrative Field Seminar I

SWRK 7056 Integrative Field Seminar II

1 New Graduate Certificate

Graduate Certificate in Play Therapy

E. Delavega entertained a friendly amendment to add “in Social Work” to the title of the 7/8155 course. T. Tardugno pointed out that the 8155 title change wasn’t in Curriculog and would need to be added next year.

M. B. Mader asked about confusing language in the 8100 prerequisites. Alternative language to clarify this was discussed.

A. Daily asked if the special courses would be taught in the future or were just a one-off. E. Delavega replied that she hoped these courses would become a permanent part of the curriculum.

A motion to approve was made by A. Daily and seconded by M. B. Mader. All voted in favor.

## **Sociology**

J. Lariscy summarized the changes for Sociology.

### 4 New Courses

- SOCI 7480 Sociology of Childhood and Youth
- SOCI 7612 Social Demography
- SOCI 8480 Sociology of Childhood and Youth
- SOCI 8612 Social Demography

A motion to approve was made by S. Fleming and seconded by E. Delavega. All voted in favor.

## **Urban Affairs**

D. Downey summarized the changes for Urban Affairs.

### 2 New Courses

- UAPP 8200 Directed Readings
- UAPP 9000 Dissertation

A motion to approve was made by C. Santos and seconded by J. Lariscy. All voted in favor.

## **World Languages and Literatures**

I. Ortega-Santos summarized the changes for World Languages and Literatures.

### 1 Program Revision

- Romance Languages, (MA): editorial changes; change from two to one letter of reference required from a faculty member in the proposed language of study

A motion to approve was made by J. Topinka and seconded by W. Duffy. All voted in favor.

### **3) Report from the October 7<sup>th</sup> University Graduate Council meeting and the October 26<sup>th</sup> College Directors meeting**

#### **a) Last day to drop classes policy**

R. Kreuz announced that the registrar, Darla Keel, is proposing that we change the last day to drop classes, or to withdraw for the term, from the 50% point to the 75% point in the semester. For Fall '22, this would have meant the drop date moving from October 14 to November 7 (three weeks later). For spring '23, this would mean a change from March 17 to April 10.

The rationale is that in some courses, students just don't have enough information about their likely course grade to make an informed choice at the halfway mark, particularly if the instructor assigns large projects that haven't been graded by that point, or a midterm that is scheduled for after fall break. This would give everyone involved more time.

This is still being discussed, but the Graduate School is in favor, as is the College.

D. Downey asked if this would change the refund date. R. Kreuz read from Darla's proposal that this issue had been explored and would not create financial issues for students.

H. Sable asked for clarification regarding dropping versus withdrawing from a class. T. Tardugno replied this it shows up differently on the student's transcript. The timeline for dropping and withdrawing from courses would shift together.

R. Kreuz urged members to share any thoughts about this with him so that he could relay them to the Graduate School.

### **b) Graduate student health insurance update**

R. Kreuz announced that this issue is still being actively explored by the Graduate School. They are working with an insurance broker and hope to have options to present to all the graduate coordinators at some point. It's possible that a new plan could be in place for Fall '23, but it will probably happen after that. The Graduate School is planning a meeting with all of the graduate coordinators on this issue. The major issue is where the money could be found for this.

It was asked if this might mean fewer assistantships given to the department, and R. Kreuz allowed that this was a possibility.

R. Kreuz pointed out that only about 50 students are currently taking advantage of the Memphis (Church Health) plan, and that it is actually better than is commonly believed (e.g., it includes vision and dental coverage). The drawback is that the plan only works locally.

D. Downey asked about including international students in the Church Health plan, and R. Kreuz replied that this is currently not allowed. International students must provide their own insurance, which can be very expensive.

### **c) Time limit for course validation policy**

R. Kreuz reminded the Council that he had asked you them provide feedback about the Graduate School's proposed changes to the course expiration time limitations (currently eight years for master's student and ten for doctoral students). He didn't hear back from any of you, so he wasn't able to provide the subcommittee with any input from the College.

On Friday, the University Graduate Council will discuss and probably vote on the proposal, which provides departments with a great deal of flexibility for validation—from requiring an examination to completing an independent study, or taking a more advance class, or even just passing one's comprehensive exam or dissertation proposal. The rationale for this is that passing is an implicit demonstration of required mastery in one's field.

R. Kreuz asked for thoughts or discussion about this. A. Daily said that this would be helpful for doctoral students who disappear for a while or master's students who are taking one course at a time.

### **d) Dissertation hours prior to the proposal defense**

R. Kreuz announced that in some colleges and units, students are taking dissertation hours prior to being ABD. Technically, that's not allowed: students should not be taking these before their proposal defense. The Graduate School requires a policy that applies to everyone, so if your program's students are in the habit of doing this, you should create a prospectus course, or a readings and research course, that they could sign up for while they are working on their dissertation proposals.

W. Duffy says that the nine-hour requirement pushes students to do this. R. Kreuz pointed out that curriculum changes could be made next year to address this.

S. Fleming asked about the minimum number of dissertation hours, which is six. Many of his colleagues in Computer Science violate this, because many students will float off to jobs once they are ABD.

#### **4) New business**

##### **a) Update on hiring Tori's replacement**

R. Kreuz reported that the College has hired Stormey Warren as its new Administrative Associate staff member. She's a long-term employee at the UofM and has been in the College of Education's Office of Graduate Student Services for the past 14 years. As a result, she's already very familiar with the Graduate School's forms and workflow. She'll start a week from today, on November 7.

Like Tori, she'll wear three hats—she'll help R. Kreuz with the Graduate School and Graduate Council, and she'll also assist L. Menson-Furr with the Undergraduate Council. Finally, she'll be responsible for other duties, as assigned, by Jessica Abernathy, the Director of Administration. She'll be in Tori's office next week, and he urged the Council members to stop by and introduce themselves if the spirit moves them.

S. Warren has an email address, of course, but R. Kreuz announced that the College is going to create two new email addresses, so that forms and requests are routed appropriately. The idea is to separate roles and individuals, so that a new staff member, like S. Warren, will simply need to be added to appropriate email group.

One of these addresses will be for CAS awards and will be CAS\_Awards. There will be another email address set up for messages involving Graduate School matters, but it's not in place yet. R. Kreuz will announce when has gotten worked out.

T. Tardugno stated that she trained S. Warren in Curriculog and is very familiar with that system, and also recommended her strongly for the position, adding that she is wonderful to work with.

D. Downey asked about routing of forms, and R. Kreuz replied that he would provide guidance when the changes are introduced.

T. Tardugno said she would continue, for a time, to process the graduate faculty status forms, and reminded everyone that renewal applications do not require a full CV or an elaborate explanation: just a succinct summary of research accomplishments over the past six years and a simple statement of why a renewal was being requested (T. Tardugno reminded the members that graduate faculty status isn't required to teach graduate courses; this was changed a few years ago.)



T. Tardugno received a round of applause as Council members thanked her for her service.

**5) Motion to adjourn**

R. Kreuz called for a motion to adjourn, which was made by H. Sable and seconded by D. Downey. Members indicated approval by running for their lives. The meeting was adjourned at 4:01.

*Minutes prepared by R. Kreuz from notes and a recording.*