

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

MEETING: October 3, 2016

PRESENT: B. Burraston, M. Conroy, R. Cox, S. Fleming, R. Floyd (representing PSYC), E. Groenendyk, T. Hagen, K. Hicks, W. James, C. Lessman, S. Mishra, S. Neely-Barnes, S. Onstine (representing HIST), C. Powell, S. Roakes, T. Roche, J. Scraba, P. Simone, J. Topinka

ABSENT: R. Cohen (excused), D. Unowsky (excused)

PRESIDING: R. Kreuz; S. Fitzgerald, recording secretary

**Approval** of minutes from the September 12, 2016 meeting

**PhD in Urban Affairs presentation and discussion**

- Drs. Cox, Kaelberer, and Santo were present to answer questions about the proposed PhD in Urban Affairs. Dr. Santo pointed out that this proposal is more flexible than a previous proposal in that it relies on existing courses and has a smaller core. Drs. Burraston and Hagen asked questions regarding the Methods course and online courses, respectively. After Dr. Santo responded, the Council unanimously approved the proposal.

**Approval of proposed curriculum changes**

- Dr. Kreuz outlined the specific types of proposals that needed to be discussed—namely, new course proposals and recommendations for deletion of courses. Other, minor changes would not be discussed unless someone expressly requests more information.
- **Anthropology:** 2 new courses and some cross-listed courses (with ESCI). These were approved with the note that some signatures were missing. Dr. Hicks agreed to follow-up with obtaining the required signatures.
- **Biological Sciences:** 10 proposed new courses for the Gulf Coast Consortium. Dr. Lessman pointed out that the courses are specific to the consortium and are not duplicates of our on-site courses. There was also a proposal to delete 5 courses, and add 5 new 4000/6000 due to updating the curriculum. These proposals were approved.
- **CERI:** Course numbering changes were approved.

- **Chemistry:** Dr. Simone noted that the department wishes to add an Internship class in anticipation of future needs, adding that Independent Studies sections cannot be used for internships. This was approved.
- **City & Regional Planning:** Dr. Roakes explained that the studio course in the Design Collaborative is the same proposal that was approved last year, with a new number.
- **Computer Science:** Dr. Fleming explained that the department is recommending a course description change to modernize the catalogue description, as well as three new 4000/6000 courses (not traditional) to accommodate a new concentration in Information Assurance. These were approved.
- **Criminal Justice:** no changes.
- **Earth Sciences:** Dr. Cox explained that, in addition to the cross-listings with Anthropology, the department is seeking to delete two courses and to retitle a course to align it with current teaching approach. He was instructed to present separate forms for multiple changes.
- **English:** Dr. Scraba explained that the department is deleting two Shakespeare classes in order to consolidate the material into one course. The department is also proposing a new course in the African American concentration. These proposals were approved with the note that some signatures were missing. Dr. Scraba agreed to follow-up with obtaining the required signatures.
- **Foreign Languages & Literatures:** no changes.
- **History:** Dr. Onstine stated that the department is changing titles to more clearly reflect course content. These were approved.
- **Mathematical Sciences:** Dr. Hagen explained that the new course proposals are for the MS in the Teaching of Mathematics, an existing but dormant concentration until recent interest. These were approved.
- **Philosophy:** The department is reducing the course credit for a workshop from 3 hours to 1 hour. This was approved.
- **Physics & Materials Science:** no changes.
- **Political Science:** Dr. Groenendyk explained that their proposed catalog change is to the comprehensive exam. This was approved.
- **Psychology:** Dr. Floyd explained that the department is submitting 31 revised course descriptions, all of which are superficial changes to update the catalog. They are also reducing some lab classes from 4 hours to 3 hours. These were approved.

- **Public & Nonprofit Administration:** Dr. Topinka presented to new course proposals, Performance Measurement and Social Entrepreneurship, and a catalog change. These were approved. He mentioned that the Graduate Coordinator would soon be changing, and Dr. Neely-Barnes noted that such changes should be sent to Mary Kyle rather than in this group.
- **Social Work:** Dr. Neely-Barnes answered questions regarding the possible overlap of their two proposed courses with Education, Psychology, and Counseling. These were approved.
- **Sociology:** no changes.
- At the end of the review/discussion, Dr. Kreuz announced that he would submit the proposals to the Graduate School by the deadline (October 17) and review them at the University Graduate Council at the December 5<sup>th</sup> meeting.

## NCUR

- Dr. Neely-Barnes asked for an update on her question regarding optimal times for departmental activities during NCUR. Dr. Hagen asked if funding would be available for such events. Dr. Kreuz stated that he will attempt to get that information.
- Dr. Kreuz will be meeting with Melinda Jones next week regarding the abstract screening. Abstracts on December 2<sup>nd</sup>, and departments need to provide volunteers. A question was raised about whether or not graduate students might be readers, and Dr. Kreuz will get clarification on that. Dr. Mishra brought up the fact that certain buildings (e.g., Dunn, Manning, and Ellington) will be commandeered for two days during this event. Finally, Dr. Kreuz noted that judges will be needed for the actual April event, but right now, we are concentrating on the current need for abstract reviewers.

## September Graduate Fair

- There was much negative discussion regarding the poorly attended “recruitment” event, as well as some brainstorming regarding possible ways to make the event more worthwhile for all involved (who is the audience; giving extra credit for students who attend; omitting recruitment from the title; videos on department homepages; emulating Engineering’s event; advertising on relevant society Web pages; going to targeted undergraduate classes, sophomore and senior level; Facebook; smaller, less obvious events offering general advice). Dr. Kreuz encouraged others to send him ideas before Friday’s meeting, and he will discuss these issues with Dr. Dhaliwal.

## Decision Desk

- Dr. Neely-Barnes noted that she still doesn’t have access to Sandbox. There was more discussion regarding the delayed activation of the program—which has led some departments (those with early deadlines) to use alternate methods this year.

## **New Business and announcements**

- Dr. Hagen asked for clarification of enrollment limits on graduate courses—rather than relying on departments' judgment, citing a particular class currently running with three students because it is required for the qualifying exam. Dr. Kreuz responded that careful course managements had realized significant savings for other academic needs, and that departments may be able to avoid small class problems by using and publicizing a multi-year course template.
- Dr. Kreuz announced that Dr. Neely-Barnes will be leaving the Council, as she has been named Interim Chair for the department of Social Work. Dr. Elena Delevaga will be the new Social Work representative.

**Adjournment** at 3:45 p.m.

*Notes taken by Susan Fitzgerald; minutes written by Roger Kreuz*