

MINUTES OF THE GRADUATE COUNCIL MEETING

April 8, 2014 - Fidel Center - Graduate Office

The Graduate Council Meeting was called to order at 4:00 P.M. on Tuesday, April 8, 2014 in Fidel Center - Graduate Office Conference Room. Members present: Lorie Liebrock, Chairman, Snezna Rogelj, Barbara Bonnekessen, Subhasish Mazumdar, Ivan Avramidi, Corey LeClerc, Michelle Creech-Eakman, Mark Samuels, Clint Richardson, Gary Axen, Navid Mojtabai, Bhaskar Majumdar, Julie Ford, Jeff Altig. Others who attended were: Bill Stone, Mallory White.

1). Call for Approval of Minutes:

The Chairman called for the approval of minutes of March 11, 2014 meeting. Avramidi seconded the motion. All approved and the motion passed.

2). Announcements:

a. National Science Foundation Research Traineeship (NRT) Program (NSF) - Lorie Liebrock - Liebrock sent the e-mail with the attachment to all of the Departments. She asked the department chairs if their department would be interested in being a part of this. Those who said they would be interested and would talk to their departments were E&S, CSE, Physics, Biology. Liebrock stated that the Letter of Intent was due next month.

<http://www.nsf.gov/pubs/2014/nsf14548/nsf14548.htm>

b. 5 Year students - Cannot have contracts but can have work authorizations until they have finished their undergraduate degree - Liebrock - Liebrock explained the reasons why five year students should not have contracts stating that they are still considered undergraduates until they receive

their undergraduate degree. The graduate office enters them as masters students and then the registrar changes them back to undergrads. Once they complete their undergraduate degree they are considered full time masters students. 5 year students do not pay graduate fees so therefore should not receive contracts. A cohort has been approved so that when a student applies as a five year student they are marked in banner so that the Registrar and the graduate office know who these students are. Avramidi asked if students should be encouraged to apply as a five year student. Liebrock stated that the students who apply and are admitted as five year students are usually more prepared as graduate students than others are. Liebrock also mentioned that dual undergraduate and masters students can count one *GRADUATE* course for both their undergraduate degree and their graduate degree. Meaning they can use the same course for both degrees. Other students can not.

c. Other - None

3). Old Business: None

a. Other - None

4). New Business:

a. Materials Engineering Catalog Changes - Majumdar -

MATE 420/520 Biomedical Materials, 3cr, 3 cl hours

Prerequisites: MATE202 or MATE235 or consent of instructor

This course covers the application of materials in medical devices. Mechanical properties of hard and soft tissues are reviewed. Applications of biomaterials in orthopedics are discussed with emphasis on problems of material-tissue interactions. Other biomedical materials are covered with applications in skin transplants, eye surgery, pacemakers, tissue engineering, and neural prostheses.

Host responses are surveyed including adaptation, inflammation, coagulation, foreign body effects, and changes in tissue and organ functions. Methods for biological and clinical testing are highlighted. Regulatory, ethical and business issues are discussed. Students taking the gradual-level course will write an additional report proposing a new solution to an unsolved surgical problem.

(Shares lectures, with additional expectations for graduate credit)¹

Majumdar made a motion to accept this course change. Samuels seconded the motion, all approved and the motion passed.

- b. Co-listed Courses (Come up with consistent wording) - Liebrock - after a brief discussion among the council on the proper wording for co-listed courses, Creech-Eakman made a motion to accept the wording "Shares lectures, with additional expectations for graduate credit", Axen seconded the motion. All approved and the motion passed.
- c. Higher Learning Commission (HLC) - Required Graduate Course Credits - Liebrock - Liebrock read from the HLC website stating that we are not in compliance with the amount of credits that HLC requires. As stated on the website 15 credit hours for graduate course work is required and we currently require 12 credit hours. Stone stated that we should be covered already and that thesis hours and independent study hours also count as graduate courses. Liebrock checked the catalog and it was decided that we are in compliance. The 15 graduate course hours applies to independent study.

Liebrock also mentioned to the Mechanical Engineering department that they cannot use undergrad courses as substitutions for graduate courses for completion. They must have sufficient 500 level courses. Even though

¹ Note that original wording was changed to "Shares lectures, with additional expectations for graduate credit" to agree with the newly approved standard for all dual undergraduate/graduate courses.

500 level courses are given the same name, they require more work by or have higher expectations for the student. This is a requirement for HLC accreditation. Ford stated that she would speak to the department about this.

- d. Higher Learning Commission (HLC) – Five Year Programs – Dual Counting Courses – Liebrock – As stated earlier in the meeting, dual students can count one *GRADUATE* course towards both their undergraduate and masters degrees. Students not in five year programs can not dual count any courses. Five year students can not dual count more than one graduate course nor dual count any undergraduate course(s).
 - e. Suggestion for the Graduate Recommendation Form – Mazumdar – It was suggested that the name of the student be added to the back of the form as well as on the front so that if the pages get separated they will know who it belongs to. This will need to be changed in the online applications as well as on the printed application.
 - f. Meeting time change – Mazumdar – a motion by Mazumdar was made to change the meeting time of the council meeting from 4:00 to 3:45 so that more items can be covered before council has to leave for the day. Rogelj seconded the motion, all approved and the motion passed.
- 5). Student Questions and Concerns: (GSA Representative) –
- a. Mallory White – Mallory announced the spring picnic coming up on April 24th from 5:00 – 7:00 and stated that the potluck part of this would be to bring desserts. She said there would be a raffle as well.

- b. Megan McElroy also invited everyone to our Ice Cream Social which will be held on April 14th in the Center for Graduate Studies from 3:00 – 5:00 .
- c. Axen stated that he had made some headway with the president about the travel policy to allow students to travel on grants on which they are not paid employees. This will include students going out on fieldwork, meetings, short courses, etc. This would include any student not funded under a grant. This is not official yet, but a policy change is in progress.
- d. Liebrock mentioned that the GSA has been given \$20,000.00 for travel as well.
- e. Creech-Eackman made an announcement about the Critical Reading Response. The first time is scheduled for Friday from 1:00 – 5:00 , Saturday from 9:00 – 3:00. Anyone can sign up through Wednesday.
- f. All departments were asked to encourage their students to get active in the GSA. Most of our GSA students come from the Physics department.

6.) Adjournment:

The meeting was adjourned at 4:50 P.M.