**University Graduate Programs Committee/University Graduate Council**
**August 19, 2020**
**Meeting Minutes**

**Present:** Anita Pennathur, Interim GPC Chair, Business; Stephen Charbonneau, A&L; Xupei Huang, Medicine; Manny Gonzalez, CSWCJ; Mihaela Cardei, Engineering; Sunghae Ress, Library; Susan Bulfin, Nursing; Christopher Beetle, Science; Paul Peluso, UGC Chair; Clifford Brown, A&L; Ali Danesh, Education; David Newman, Nursing; Dawn Frood, Library; Marianne Porter, Science; Karina Cruz, GPSA.

**Others Present:** Robert Stackman, Graduate College; Brian Hodge, Registrar; Brian Farrell, Graduate College.

**Absent:** Eric Berlatsky, A&L; Mahyar Shirazi, Medicine;

I.  Meeting called to order by Interim GPC Chair, Anita Pennathur and UGC Chair, Paul Peluso at 2:03 pm.
II.  Nominations and election of GPC and UGC Chairs for 2020-21 Academic Year
  A.  Paul called for nominations for GPC Chair for the 2020-21 Academic Year
      1.  Anita Pennathur offered to continue as GPC Chair but only for the Fall 2020 semester. She asked that someone else then take over for Spring 2021.
      2.  Chris Beetle offered to be GPC Chair for the entire 2020-21 Academic Year.
          a.  Chris was approved unanimously by the GPC membership.
      3.  Paul Peluso offered to continue as UGC Chair for the 2020-21 Academic Year.
          a.  Paul was approved unanimously by the UGC membership.
III.  GPC meeting was called to order by Chris Beetle, GPC Chair
  A.  Minutes from the last GPC meeting on March 18, 2020 were approved unanimously by the GPC membership with no discussion.
IV.  The below items/curriculum proposals were reviewed:

**New Curriculum Proposals for August 19, 2020**

| Curriculum Document Type | Title | College (Department) | Credit | Action |
|---|---|---|---|---|
| **Reviewers by College: A&L, Education** | | | | |
| New Course | CAP6547: Reinforcement Learning | Engineering | 3 | A |
| New Course | CAP6616: Applied Machine Learning | Engineering | 3 | AC |
| New Course | EEL6284: Advanced Photovoltaic Power Systems | Engineering | 3 | AC |
| New Course | EML6446: Wind and Ocean Energy Turbines | Engineering | 3 | A |
| New Program | Minor in Artificial Intelligence | Engineering | N/A | AC |

| Program Change | Artificial Intelligence Graduate Certificate | Engineering | N/A | A |
|---|---|---|---|---|
| Program Change | Big Data Analytics Certificate | Engineering | N/A | WD |
| Program Change | Energy Resilience Certificate | Engineering | N/A | A |
| Program Change | MS in Information Technology and Management | Engineering | N/A | WD |
| Program Change | MS with Major in Artificial Intelligence | Engineering | N/A | A |

A = Approved; AC= Approved with changes; T = Tabled; WD = Withdrawn

**Engineering**
  A. The New Course Proposal for CAP6547: Reinforcement Learning was approved unanimously by the committee.
  B. The New Course Proposal for CAP6616: Applied Machine Learning was approved unanimously by the committee contingent on corrections to the Registration Controls to show which majors are excluded.
  C. The New Course Proposal for EEL6284: Advanced Photovoltaic Power Systems was approved unanimously by the committee contingent on corrections to the Course Description and Syllabus to change the word "along" to "alone".
  D. The New Course Proposal for EML6446: Wind and Ocean Energy Turbines was approved unanimously by the committee.
  E. The New Program Request for the Minor in Artificial Intelligence was approved unanimously by the committee contingent on the following corrections to the cover page and catalog wording: "we" should be capitalized and the word "opened" should read as "open".
  F. The Program Change Request for the Artificial Intelligence Graduate Certificate was approved unanimously by the committee.
  G. The Program Change Request for the Big Data Analytics Certificate was withdrawn by the College of Engineering since one of the courses in the program has not yet passed at the college level.
  H. The Program Change Request for the Energy Resilience Certificate was approved unanimously by the committee.
  I. The Program Change Request for the MS in Information Technology and Management was withdrawn by the College of Engineering since one of the courses in the program has not yet passed at the college level.
  J. The Program Change Request for the MS with Major in Artificial Intelligence was approved unanimously by the committee.

  V. The GPC meeting was adjourned at 3:07 pm by Chris Beetle.

  VI. The UGC meeting was immediately called to order by UGC Chair, Paul Peluso.
  A. Minutes from the last UGC meeting on March 25, 2020 were approved unanimously by the GPC membership with no discussion.

B. Curricula items from GPC submitted by GPC Chair, Chris Beetle, for approval by UGC to move forward to Senate Steering meeting on September 3, 2020.
   1. Curricula items were approved unanimously by UGC to move forward to Senate Steering.
      a. Chris Beetle moved that the New Program for the Minor in Artificial Intelligence should be an Action Item due to the potentially limited pool of applicants. All other curricula items should to on the Consent Agenda.
         i. Approved unanimously by the UGC membership.

VII. Additional Discussion Items
   A. Graduate Faculty Governance Document
      1. This amended document is to be distributed to the UGC membership once again for discussion at the September 16th UGC meeting.
   B. Thesis & Dissertation Guidelines
      1. Paul brought up this document for discussion for possible amendments.
         a. Chris Beetle: What parts, specifically, are you talking about?
            i. What are the expectations from faculty?
            ii. What is the purpose of this document?
         b. Chris: This might be better served in a separate document.
         c. Paul: At the present time, it is only addressed in the Thesis & Dissertation Guidelines.
      2. Should the guidelines of individual colleges be combined into one University-wide document?
      3. Paul: Senate Chair, Kevin Wagner, has charged UGC with looking at Thesis & Dissertation Guidelines for each college and coming up with policies/recommendations to put before the Senate.
      4. Paul shared a list of possible questions to share with the colleges relating to this topic. Is this a good place to start?
      5. Chris: Asked if this could be added as a discussion item at the next UGC meeting in September?
      6. A motion was made to submit these questions to UGC membership for discussion within their colleges to begin compiling information for the next UGC meeting.
         a. This motion was approved by the UGC membership.
   C. Graduate College Dean's Report
      1. Health Insurance for grad students has been implemented for Fall 2020.
         a. Gallagher has relaxed their deadlines for students to opt-in, due to the current circumstances with Covid-19.
      2. The University has committed to a push toward diversity.
      3. A memo was submitted for a temporary waiver of GRE/GMAT scores for Spring 2021, Summer 2021 & Fall 2021.

        a. Individual Program Directors would have the ability to opt-out, if they want.

        b. This might provide the opportunity for colleges to determine if this has any effect on diversity of applicants.

        c. Chris: Faculty should have the final say on GRE/GMAT requirements for their program, not the Dean. Felt that the wording should be removed from the proposal or changed to something like "…in consultation with the Dean…".

        d. A motion was made to send this recommendation forward with the changes outlined above.

           i. This motion was approved by the UGC membership with the corrections.

4. Responsible Conduct of Research (RCR)

        a. Chris: Students who plagiarize on their dissertation currently get a "second chance". UGC should help articulate a policy to address this and clarify this policy and make it consistent.

        b. Bob Stackman: Reminded everyone that the Dissertation Committee should be looking at this before they get to their final defense.

5. Graduate Stipends

        a. The Graduate College is compiling data on this which will be shared with UGC as soon as possible. The Graduate College is asking for UGC to advocate for this in a similar manner to what they did for Health Insurance.

D. Paul welcomed Karina Cruz, new GPSA Director to the UGC forum.

    1. Karina thanked Paul and the committee members and expressed her excitement about working with UGC to help Graduate Students.

    2. Karina also reminded the committee that students can still submit for funding for virtual events.

E. Paul apologized for not allowing introductions at the beginning of the meeting and did so now.

    1. Introductions were made.

**VIII.** Meeting adjourned by UGC Chair, Paul Peluso at 4:10 p.m.

*The next Graduate Programs Committee meeting is September 9, 2020.*
*The next University Graduate Council meeting is September 16, 2020.*