

BINGHAMTON UNIVERSITY

MINUTES OF THE March 25, 2019 MEETING OF THE GRADUATE COUNCIL

PLACE: Couper Administration Building – Room 148

PRESIDING: Aondover Tarhule, Vice Provost and Dean of the Graduate School

MEMBERS: Peter Borgesen, Paul Chiarot, Mary Beth Curtin, Nikolay Dimitrov, Rory Echkart, Olga Gonzalez (GSO), Yetrib Hathout, Kimberly Jaussi, Lucky Mason-Williams, Andrea Pape, Xingye Qiao, Pamela Smart, Gale Spencer, Douglas Summerville, Nathan Tumey, Nancy Um, Leo Wilton

EX OFFICIO MEMBERS: Gretchen Mahler, Sara Reiter

EXCUSED/ABSENT: Manoj Agarwal, Christopher Bishop, David Campbell, George Catalano, Liu Chen, Robert Guay, Matthew Johnson, Curtis Kendrick, Adam Laats, Tarun Mastana (GSO), Paul Parker, Nadia Rubaii, Leigh Ann Wheeler, Chenrui Zhao (GSO)

I. CALL TO ORDER:

Dean Tarhule called the meeting to order at 3:02 pm

II. MINUTES

The minutes from the February 25, 2019 meeting were approved.

Dean Tarhule drew the attention of the Council to the fact that the meeting minutes have become more detailed. This is a deliberate strategy designed to enhance the utility of the minutes as sources of reference as well as historical archives of the Councils deliberations and decision making.

III. Report from Committees

Academic Standards Committee – Gretchen Mahler presented the deliberations of this committee's meeting of March 4 2019. The Committee discussed two policies, namely residency requirement for accelerated degree students and guidelines for theses and dissertations.

Residency requirement for accelerated degree students

Current policy lacked consistent guidelines and procedure explaining when graduate courses taken by undergraduate students may count toward residency. Crucially, the currently policy as written appears to count residency only for graduate students. The Committee recommends clarification to the existing language to make that clear. The new language reads:

Undergraduate students who are within eight credits of graduation may register for up to two graduate-level courses and receive graduate credit,

provided the graduate courses are not used to meet any undergraduate degree requirements...

To receive graduate credit for such courses, the undergraduate student must complete the Petition to Receive Graduate Credits as an Undergraduate Form, which is available from the Office of Financial Aid and Student Records. The form then must be filed with the Office of Financial Aid and Student Records and the Office of Student Accounts before registration.

Undergraduate students using this mechanism and also enrolled in combined Bachelors/Master's degree programs (as defined by The Graduate School) may apply at most two courses (6-8 credits) toward the 18 credit residence requirement.

Students who do not fill out the form will not be able to count these courses toward residency. Therefore, proper advising will be essential.

A question was raised about the incentive of the policy. The incentive is that undergraduate students may earn credit for graduate courses before they have earned their bachelor's degree. This will be beneficial to students with a light schedule in their senior who wish to get a jump-start on earning graduate credit. Another question was why there is a limit to the number of graduate courses that undergraduate students may take. The main reason is that a student cannot graduate with a bachelor and a master degree at same time. There may also be financial aid implications. The forms need to be signed and completed by the graduate director of the requesting department. The policy was voted on and adapted with the understanding that departments should review the policy to make sure it has no adverse effects on accreditation standards that require a specified number of credit hours at either the undergraduate or graduate levels.

The second policy discussed was the Thesis Dissertation Guide. The current guidelines lack clear information about thesis and dissertation formats. The recommended change will standardize the format guidelines as well as expectations regarding copyright permissions for already published work included in a dissertation. This was the second review of the policy by the Graduate Council. At the meeting in February, discussion surrounding the copyright permissions for images prompted further consultation, including with the Library, as well as the review of similar policies at about 10 other institutions. The recommendations are as follows:

Students should obtain copyright permission from the relevant publisher(s) prior to submitting their thesis/dissertation.

- I. Permissions may be included placed in the Appendix.
- II. Student currently in the process of submitting their theses/dissertations are grandfathered in.
- III. The ultimate burden of proof falls on the student; they are responsible for securing permissions or for false statements regarding fair use and approval to use images.

The Council has approved the document with a few minor wording changes to ensure the language is acceptable to all disciplines. The text will be edited and circulated upon final edit.

Curriculum Committee – The committee met on March 11, 2019. Gretchen Mahler presented the Committee's recommendations.

The first three (3) proposals discussed were TRIP 535 – Spanish for Reading & Translation; TRIP 545 – German Reading & Translation; TRIP 525 – French for Reading & Translation. Beth Polzin, Program Coordinator, was present to answer questions. All three (3) were requests for permanent course proposals. These courses are designed to support other departments with language instruction where Graduate students need to complete a language requirement in order to fulfil departmental degree requirements. To develop the courses, TRIPP surveyed students in nine departments, received 5 responses and picked the three courses proposed for development.

These proposals were previously brought before Council in February, 2019. The major concern then was the fact that it appeared a graduate student would be running and grading the graduate courses. The department clarified as follows. Only ABD students would teach the courses; To avoid conflict of interest, the graduate student teacher will not teach other graduate students from the same program as the student teacher; Finally, a tenured or tenure track faculty member will oversee all grading. The idea is to have the student take the class with a graduate student instructor and complete the final exam with the faculty advisor or instructor. The rationale for the one (1) credit course is many students are already taking nine (9) credits per semester and are looking for a one (1)-credit course to fill in the gap. The pass/fail course will not contribute to residency. The three (3) proposals were voted on and approved.

The next two proposals to review were in nursing. Nurs 569 – Psychiatric Nurse Education II and Nurs 561 – Psychiatric Nurse Education I. Mary Muscari, Associate Professor of Nursing was present to answer questions. The purpose of these courses is to provide students interested in the psychiatric nurse educator role courses more specific to their educational needs. The psychiatric nursing practicum program occasionally gets student educators, who have a completely different role and therefore need a different experience from the course. These students are educators and while they need to be aware of the clinical aspects, they do not need to go into as much detail as students who are completing the clinical degree. The student will get the experience of working with others and writing prescriptions but their clinical experience and expectations will be different. The courses are online. The Council voted and approved the proposals.

The next course proposal reviewed was ME 528 – Modern Robotics. The course is an entry-level graduate course in robotics. The course will give students a full overview of modern robotics, provide the basic knowledge on the foundations of various aspects of robotics, and equip students with inherently interdisciplinary skills in advanced robots. The students will also develop a good understanding of the software tools in modeling, control and planning. The Council voted and approved the proposal.

The next course proposal reviewed was ENVI 425/525 – Fungi and Sustainability. The class will provide an additional opportunity for graduate students in the Sustainable Communities MA program to fulfil their 500-level course unit requirements. The course reflects the interest and area of specialization of a new faculty member. The course is an undergraduate and graduate cross-listed course so the CV of the professor was included for the Council to review. The course is proposed to be a two (2) credit course with a lecture and lab. The question was raised about whether the course workload is consistent with the credit hours. The department pointed out that several similar 2-credit, lab based courses currently exist. Council recommended that the department familiarizes itself with the SUNY guidelines on lab credit hours and ensure compliance. The proposal was voted on and approved with the caveat that course language regarding the credits hours be amended if needed.

The next course proposal to be reviewed was BIOL 507 – Seminar: Biology of AIDS. Kathleen Horwath, Associate Professor of Biological Sciences was on hand to answer questions. BIO 507 has run many times in the past as a special topics course. The seminar involves in-depth analysis of human immunodeficiency virus (HIV) and its impact on the immune system of the host. The department would now like to run this as a permanent course.. The proposal was voted on and approved.

Gretchen Mahler presented six (6) Program Revision Proposals.

The first three (3) revisions were to review Spanish/Spanish Adolescence Education; Mathematical Science/Mathematics Adolescence Education; French/French Adolescence Education.

These three (3) programs were previously brought to the Council in February, 2019. Council recommended at the time that the department document evidence of agreement from all departments affected by the proposal. These were compiled and presented. The proposals were voted on and approved. They will move onto the next campus step.

The next four (4) different nursing proposals and each proposal a form 4a which is the online component to each program. Doctor of Nursing Practice Adult/Gerontological Nurse Practitioner; Doctor of Nursing Practice Family Nurse Practitioner; Family Psychiatric Mental Health Practitioner.

Mary Muscari, Associate Professor of Nursing and Nicole Rouhana, Assistant Professor/Director of Graduate Program were available to answer questions. Each of the proposals has a form 3a and form 4-distance learning. The revisions for all four (4) programs are minimal. The main response for the revisions is to introduce these courses into the online format. The proposals in form 3a have been approved so the most significant changes are to the form 4, which will allow these programs to be utilized in the online formats. The original program was SED registered some time ago and the current proposal is simply to better align the course titles and content to help increase enrollment. All four (4) revisions were voted on and approved. They will move onto the next campus steps.

There was three (3) Dual Degree Programs to be reviewed.

B.S. Mathematical Sciences and M.A. Statistics; B.S. Mathematical Sciences and M.A. Statistics; Combined Chemistry B.S. and M.S.

Nikolay Dimitrov, Professor in Chemistry and member of the Council was available to answer questions. The department of Mathematical Sciences currently offers a B.S. degree in Mathematical Sciences and an M.A. degree in Statistics. A combination of these programs generally takes at least six years to complete. There is demand for talent with skills in Statisticians and Data Science. The accelerated program has a strong mathematical component that will prepare its graduates to pursue PhD degrees in statistics and related fields. The programs were voted on and approved. Proposal will continue on to the campus process.

Advisory Committee for Scholarship and Research – The committee continues to meet once a week.

Student Affairs/Budget Advisory Committee – This committee met on March 18, 2019.

To continue to support Graduate Student Conference Travel, the Graduate School has reorganized its budget and freed up \$100,000. The Committee proposes two categories of award support; r domestic travel and international travel. The domestic awards will be for a maximum of \$750 while international awards will be for \$1,000 but will require a 25% cost share from the school or department. The rationale for cost share is the fact that international travel is more expensive. The Committee invites suggestions from Council members. The proposal will be tabled until the next Council meeting in order for revisions to be made.

Clark Advisory Committee – The committee met on March 8, 2019. As of this meeting, there were twenty-seven (27) nominations. There has been twenty-four (24) offers.

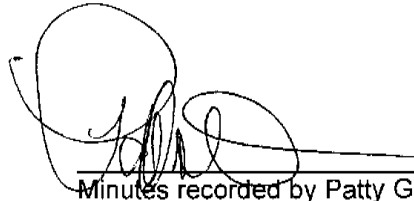
Gretchen Mahler announced that SUNY has asked the campus to use “accelerated degrees” only for combined degrees approved by SUNY. Those “accelerated degrees” must have a different designation. The Committee had recommended some names including Accel-Track but nothing has been agreed upon. More suggestions are needed. The Committee will vote later on a name change

IV. NEW BUSINESS

Dean Tarhule discussed that decision the Provost made to move recruitment out of the Graduate School. The transition will happen quickly. Admissions will continue to be handled by the Graduate School.

V. ADJOURNMENT

The meeting was adjourned at 4:36 p.m. after a motion was made by Yetrib Hathout and seconded by Nadia Rubaii.

A handwritten signature in black ink, appearing to be 'P. Gabriel', written over a horizontal line.

Minutes recorded by Patty Gabriel,
Executive Secretary to the Vice Provost and Dean
of the Graduate School