



UNIVERSITY OF SOUTH CAROLINA
GRADUATE COUNCIL MINUTES
September 22, 2008

The Graduate School

The Graduate Council met on Monday, September 22, 2008 at 2:00p.m. in room 311 of the Byrnes Building.

Graduate Council members present: Dr. Zach Kelehear, Chair; Drs. Marianne Bickle, Nancy Brown, Xiaomin Deng, JoAnne Herman, Scott Huebner, Satish Jayachandran, Murray Mitchell, , Francisco Sanchez, Donna Shannon, , Shirley Staples Carter, Ognian Trifonov, Nic Ularu, Irma VanScoy, and Mike Wyatt; Student Association Representative, Stephen Mann

Graduate Council members absent: Drs. Lucia Pirisi-Creek, Andrew Shifflett, and George Voulgaris

Graduate School Representatives: Dr. James Buggy, Interim Dean; Drs. Stanley Dubinsky, Nancy Zimmerman; Janice Byrd

Provost Office Representative: Dr. Aileen Trainer

Guests: President Harris Pastides; Vice President Ted Moore; Drs. Richard Hunt, Larry Dustine, Bruce McClenaghan; Graduate Student Association Representative Alison McLetchie

NOTE: These minutes will become final on October 29, 2008, if not challenged.

1. **Chair's Remarks** (Zach Kelehear)

Dr. Kelehear called the meeting to order at 2:00 PM.

- Dr. Kelehear thanked the committee chairs for all of their hard work and offered any help and assistance.

2. **Approval of minutes**

The minutes from the [August 25, 2008](#) meeting were approved.

3. Report of the Interim Dean of The Graduate School (James Buggy)

- Dr. Buggy explained that a contract has been approved to use the company Acalog to process the *Graduate Studies Bulletin*. The *Bulletin* will be produced only electronically beginning with the 2009- 2010 academic year. Dr. Trainer and the Provost's Bulletin Development Committee continue to work on this project to eliminate any possible problems. Dr. Trainer advised the Council that the new bulletin will include learning outcomes by program area and off-campus/on-campus course options. She also informed Council members that a template is under development and all will be implemented by August 2009. Dr. Buggy advised all Council members to encourage their departments to thoroughly review any drafts sent to them so that constructive feedback is obtained and applied.
- Dr. Buggy then updated the Council on the status of the National Research Council (NRC) report charged to the Program Review Committee for analysis. Currently, the NRC project is behind schedule with December or January as the new proposed release date.
- Dr. Buggy advised the Council that the portal for students to electronically submit their thesis or dissertation is now available on The Graduate School website. Dr. Buggy then navigated the Council through the website on the various options students have when submitting. These sites include links to UMI (ProQuest) portal to submit documents, submission templates, and the option to post dissertation defense announcements.
 - Student's submitting electronically can have their documents bound at either University Printing Services or Kinkos. More information will be provided once agreements have been finalized.
 - University libraries have agreed to meet South Carolina's state archival requirements by obtaining silver microfiche of all EDT.
 - Dr. Buggy also informed the Council that full implementation of the electronic submission process will begin Spring 2009. For Fall 2008, students are encouraged to submit electronically, but still have the option to submit hard copy documents.
- Dr. Buggy explained that the new online application is available on the website and almost ready for use. By using this new online application serviced by third-party vendor (CollegeNET), Dr. Buggy expressed that more up-to-date information can be supplied and readily available for the applicant and to the programs.
 - Students will self-report their GPA and scores for the Miller Analogies Test (MAT), Graduate Record Examination (GRE), Graduate Management Admission Test (GMAT), and Test of English as a Foreign Language (TOEFL). This will allow academic units to begin the process of selecting viable candidates for their programs. Students will still be required to submit official documents to The Graduate School for their file. The Program Coordinators will advise the academic unit of any discoveries of discrepancies.
 - For academic units that do not charge an application fee, a waiver code will be given to the student for use when applying that will enable the application process to skip or charge to past the fee page.

- Dr. Buggy stated that it is our hopes that the new application will be available by the end of the month. Presently, we're waiting on UTS to develop programming bridges to allow data to be input into IMS.
 - An email from Provost Mark Becker by way of Alton McCoy, Director of the Internal Audit Department, requesting a meeting about graduate admissions standards was shared with the Council by Dr. Buggy. Dr. Buggy solicited the opinions of the Council on our present admissions processes.
 - Dr. Buggy then introduced President Harris Pastides to the Council. Dr. Pastides stressed the importance of graduate education to improving the research agenda and reputation of the University. He discussed his strategic initiative, Focus Carolina, and the committee working to support that initiative. Dr. Pastides also suggested that the Graduate Council review and discuss the Provost's Task Force report on the Role of the Graduate School. This Task Force of USC faculty was led by Chaden Djalali and submitted its report in June 2008.
4. **Report of the Associate Dean / Secretary of the Graduate Council** (Stanley Dubinsky and Nancy Zimmerman)

Dr. Stanley Dubinsky:

- PowerPoints and videos from the Teacher's Assistant (TA) Training held in August have been posted to the website.
- Travel Grants have been awarded and the recipients have been posted to the website. A total of \$9,500 has been awarded to 53 recipients varying in amounts no higher than \$450.
- The recipients of the Fellowships and Awards for the Outstanding Thesis and Dissertation for 2008 have been posted. In addition, the announcement requesting nominations for 2009 is available.

Dr. Nancy Zimmerman:

- The Graduate School has re-assigned Program Coordinators and is in the process of hiring for a vacant position.

5. **Report of the Academic Policy and Practices Committee** (Zach Kelehear)
- Dr. Kelehear advised the Council that the committee is in the process of reviewing the current policies created by last academic year's changes in the 799/899 courses and degree requirements.
6. **Report of the Petitions and Appeals Committee** (Nancy Zimmerman for JoAnne Herman)
- Two petitions were considered by the Council.
- Joe Wilkes – Petition denied.
 - Scott Campbell – Petition approved.
7. **Other Committee Reports**
- None
8. **Report of the Committee on 500/600 Level Courses, Distance Education, and Special Courses** (Nancy Zimmerman)

500-600 Level Courses:

- Dr. Zimmerman advised the Council that no 500/600 level courses were discussed at the Curricula and Courses Committee of the Faculty Senate on September 19, 2008.

The next meeting of the Committee on Curricula and Courses will be held October 17, 2008.

TIP Approvals:

- Administrative approval of technology assisted instruction delivery proposals was given for the following existing courses:

SLIS J797	Introduction to Archival and Records Studies
HSPM J715	Community Assessment and the Delivery of Health Care Services
BIOS J794	Selected Topics
HSPM J764	Long Term Care Administration

9. **Report of the Humanities, Social Sciences, Education, and Related Professional Programs Committee** (Murray Mitchell)
No report
10. **Report of Science, Math, and Related Professional Programs Committee** (Mike Wyatt)

SCHOOL OF MEDICINE

Department of Pathology, Microbiology and Immunology

Curriculum and Bulletin Change Proposal: **APPROVED**
Certificate in Biomedical Sciences
A new Certificate of Graduate Study in Biomedical Sciences

[Effective: Spring 2009]

Department of Neuropsychiatry and Behavioral Science

(corrected 01/22/09, Byrd)

Curriculum and Bulletin Change Proposal: **APPROVED**
From: RHAB 880 Counseling Practicum I (3)
[Prereq: Consent of instructor. Official application must be submitted at least one month before the end of the semester preceding enrollment. Supervised counseling experience in an approved institution or agency. Required hours: 120

To: RHAB 880 Counseling Practicum I (3)
[Prereq: Consent of instructor. Official application must be submitted at least one month before the end of the semester preceding enrollment. Supervised counseling experience in an approved institution or agency.
Required hours: 150

[Effective: Spring 2009]

ARNOLD SCHOOL OF PUBLIC HEALTH**Department of Exercise Science**

Curriculum and Bulletin Change Proposal:

APPROVED

<p>Current:</p> <p>Doctor of Physical Therapy (D.P.T.) (121 hours)</p> <p>Foundational Core (31 hours) Clinical Core (56 hours) Clinical Experiences (17 hours) Research Core (17 hours)*<i>Includes 6 hours of dissertation</i></p> <p>Sequence of Study The DPT program is a lock-step program in which required courses must be taken in sequence, as listed below, unless prior permission to vary the order is received from the program director.</p> <p>First Year Fall: ANAT 701, EXSC 731, EXSC 782, PHYT 785 (15 credit hours total) Spring: BIOS 700, EXSC 563, PHYT 720, PHYT 750, PHYT 785 (15 credit hours total) Summer I: PHYT 763, PHYT 751 (8 credit hours total) Summer II: PHYT 740, PHYT 850 (4 credit hours total)</p> <p>Second Year Fall: EXSC 780, EXSC 742, PHPH 750, PHYT 753, PHYT 754, PHYT 756, PHYT 785 (14 credit hours total) Spring: EXSC 710, EXSC 781, PHYT 757, PHYT 770, PHYT 788, PHYT 785 (16 credit hours total) Summer I: EXSC 784, PHYT 762 (6 credit hours total) Summer II: PHYT 851 (4 credit hours total)</p> <p>Third Year Fall: PHYT 758, PHYT 790, PHYT 806, PHYT 810, PHYT 815, PHYT 785 (14 credit hours total) Spring: PHYT 852, PHYT 888 (9 credit hours total) Summer I: PHYT 764, PHYT 811 (6 credit hours total) Summer II: PHYT 888 (if needed; variable credit hours)</p> <p>Fourth Year Fall: PHYT 853, PHYT 888 (9 hours total)</p>	<p>Proposed: (changes underlined>)</p> <p>Doctor of Physical Therapy (D.P.T.) (<u>124</u> hours)</p> <p>Foundational Core (<u>29</u> hours) ANAT 701, EXSC 731, EXSC 782, EXSC 563, EXSC 780, EXSC 742, EXSC 781, PHPH 750 Clinical Core (<u>61</u> hours) PHYT 750, PHYT 720, PHYT 751, PHYT 763, PHYT 740, PHYT 754, PHYT 756, PHYT 770, EXSC 710, PHYT 757, PHYT 788, EXSC 784, PHYT 762, PHYT 806, PHYT 815, PHYT 810, PHYT 758, PHYT 764, PHYT 811, Clinical Experiences (<u>18</u> hours) PHYT 850, PHYT 851, PHYT 853, PHYT 854 Research Core (<u>16</u> hours) BIOS 700, PHYT 753, PHYT 785, PHYT 790, PHYT 888</p> <p>Sequence of Study The DPT program is a lock-step program in which required courses must be taken in sequence, as listed below, unless prior permission to vary the order is received from the program director.</p> <p>First Year Fall: ANAT 701, EXSC 731, EXSC 782, PHYT 785 (16 credit hours total) Spring: BIOS 700, EXSC 563, PHYT 720, PHYT 750, PHYT 785 (15 credit hours total) Summer I: PHYT 763, PHYT 751 (8 credit hours total) Summer II: PHYT 740, PHYT 850 (<u>5</u> credit hours total)</p> <p>Second Year Fall: EXSC 780, EXSC 742, PHPH 750, PHYT 753, PHYT 754, PHYT 756, PHYT 785 (16 credit hours total) Spring: EXSC 710, EXSC 781, PHYT 757, PHYT 770, PHYT 788, PHYT 785 (16 credit hours total) Summer I: EXSC 784, PHYT 762 (6 credit hours total) Summer II: PHYT 851 (4 credit hours total)</p> <p>Third Year Fall: PHYT 758, PHYT 790, PHYT 806, PHYT 810, PHYT 815, PHYT 785</p>
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[Effective: Spring 2009]

Course Change Proposal:

APPROVED**From:** PHYT 850 Clinical Experience in Physical Therapy I (1)**To:** PHYT 850 Clinical Experience in Physical Therapy I (2)**[Effective: Spring 2009]**

Course Change Proposal:

APPROVED**From:** PHYT 754 Therapeutic Interventions (2)**To:** PHYT 754 Therapeutic Interventions (3)**[Effective: Spring 2009]**

Course Change Proposal:

APPROVED**From:** EXSC 782 Mechanical Analysis of Motor Skills (3)**To:** EXSC 782 Mechanical Analysis of Motor Skills (4)**[Effective: Spring 2009]**

Curriculum and Bulletin Change Proposal
Ph.D. in Exercise Science

APPROVED

Current Wording	New Wording
<p>The Ph.D. program in exercise science is designed to prepare students for research careers in the exercise sciences; graduates are trained for entry into positions in universities, colleges, research institutes and research-oriented clinical settings. Areas of research emphasis correspond to those of the departmental faculty. <u>The Ph.D. degree requires an approved program of up to 60 hours beyond the master's degree; this includes core requirements in exercise science, 15-27 hours in a specific area of emphasis, 6 to 12 hours in statistics and research design, and 12 hours of dissertation preparation.</u> Programs of study are developed by the student's advisory committee and must conform to requirements described in the <i>Handbook for Graduate Students in Exercise Science</i>.</p>	<p>The Ph.D. program in exercise science is designed to prepare students for research careers in the exercise sciences; graduates are trained for entry into positions in universities, colleges, research institutes and research-oriented clinical settings. Areas of research emphasis correspond to those of the departmental faculty. The Ph.D. degree requires an approved program of up to 60 hours beyond the baccalaureate degree. Students with a master's or DPT degree admitted to the PhD program in Exercise Science, may complete the PhD program in Exercise Science by completing a minimum of 30 additional credit hours (including 12 credit hours of dissertation preparation). Students completing the PhD must meet minimum core requirements including 12 hours in Department of Exercise Science or specific area of emphasis, 6 hours in statistics and research design and 12 hours of dissertation preparation. Programs of study are developed by the student's advisory committee and must conform to requirements described in the <i>Graduate Studies Bulletin</i>. <i>Additional information may be found in the Handbook for Graduate Students in Exercise Science.</i></p> <p style="text-align: right;">Deletions are <u>underlined</u> Additions are in bold</p>

[Effective: Spring 2009]

11. Old Business

None at this time

12. New Business

- The names of three 2nd year Council members were submitted to Dr. Kelehear for next year's Graduate Council Chair. Dr. Kelehear attempted to correspond with these nominees but has been unable to speak with them directly. The floor was then open for nominees for Co-Chair for this year's term and Dr. JoAnne Herman volunteered to serve as Co-Chair for this year, but not as Chair for next year. By acclamation Dr. Herman will be the Co-Chair for the Graduate Council's 2008-2009 term.

13. Good of the Order

14. Adjournment

The meeting adjourned at 3:41p.m.



Nancy Zimmerman, Secretary

cc:

President Harris Pastides

Provost Mark P. Becker

Deans

Department Chairs

Graduate Directors

Barbara Blaney, University Registrar

Jodie Morris, Office of the Registrar

Gail Stephens, Office of the Registrar

Thom Harman, University Publications

Nancy Floyd, Office of Institutional Assessment and Compliance