GRADUATE COUNCIL MINUTES
September 26, 2011

The Graduate Council met on Monday, September 26, 2011 at 2:00 p.m. in room 311 of the Byrnes Building.

Graduate Council members present: Dr. Cheryl Addy, Chair; Drs., Deborah Brosdahl, Subra Bulusu, , David Damofal, Lacy Ford, Edward Gatzke, John Grego, Michael Hodgson, Rhonda Jeffries, J. Daniel Jenkins, Ann Johnson, Xinfeng Liu, Kartik Kalaignanam, Michelle Maher, Srihari Nelakuditi, Joe Quattro, Paul Solomon, Ercan Turk, Nancy Zimmerman; Robynn Mackechnie. GSA Representative

Graduate Council members absent: Dr. Michelle Maher, Wayne Carver

Graduate School Representatives: Dale Moore and Alison Mc Letchie

Provost Office Representative: Dr. Kristia Finnigan

NOTE: These minutes will become final on October 24, 2011, if not challenged.

1. **Call to Order and Approval of Agenda** (Cheryl Addy)

    Dr. Addy called the meeting to order at 2:05 p.m. she requested that agenda item 11 (Report of the Sciences, Math, and Related Professional Programs Committee) be discussed before agenda item 10 because Dr. Brosdahl indicated she would be late. Members approved the change.

2. **Approval of minutes** (Minutes of the August 22, 2011 meeting). The minutes were reviewed electronically and approved by the Council. [A copy of Minutes are on file at The Graduate School; also posted on The Graduate School website at http://gradschool.sc.edu/gradcouncil/minutes/]

3. **Report of the Chair** (Cheryl Addy)

    No report

4. **Report of the Interim Dean of The Graduate School** (Lacy Ford)

Dr. Ford introduced himself to the Council and apologized for his absence from the August meeting. He reminded the Council of the Provost's goals for graduate education:

- That the Graduate School continue to add value to the University's mission by improving its service to Colleges and Departments;
- To increase the University's emphasis on doctorial education, not just Ph.D.s but other type of terminal degrees; and
- Improving and enhancing diversity of the student body including, but not limited to, ethnicity.

Dr. Ford also indicated that funding for graduate travel grants and Presidential scholarship will remain at last year's level. He stated that the Provost was working to develop partnerships with the University's deans and other interested parties to find funds for new scholarships and more dissertation fellowships.

5. **Report of the Associate Dean / Secretary of the Graduate Council** (Nancy Zimmerman)

- Dr. Zimmerman reviewed with the Council of the Provost memo dated September 9, 2011, "Guidelines for Academic Courses", that reiterated the standards all faculty with regard to preparation of syllabi and courses.

6. **Report of the Graduate Student Association Representative** (Robyn Mackechnie)
Ms. Mackechnie advised the Council of upcoming GSA events and issued an invitation to Council members:
- Financial Literacy Seminar – September 27, 2011;
- Fall Fun Night – October 14, 2011; and
- Health Insurance Summit – October 18, 2011.

7. **Report of the Academic Policy and Practices Committee** (Joseph Quattro)

Dr. Quattro advised that the Committee had set two items forward for consideration and once he received word on their status he would inform the Council.
- Dr, Addy reminded the Council that one of the items being considered was the Academic Policy Student Graduate Assistantships (ACAF 4.0) the discussion of which began at the May 2011 meeting in order to add some language with regard to due process, having performance standards and evaluations to prevent random termination of GAs. Dr. Zimmerman informed the Council that this recommendation be forwarded to the Office of the Provost for consideration and approval.
- Dr. Zimmerman advised the Council that the Provost Office requested that this recommendation along with all the ACAF policies be reviewed by herself, Dr. Ford, Elise Ahyi and Dale Moore submitted to the Office by September 1, 2011.

8. **Report of the Committee on 500/600 Level Courses, Distance Education, and Special Courses** (Nancy Zimmerman)
Written report attached.

9. **Fellowships and Scholarships Committee** (Wayne Carver)

- No report.

10. **Report of Science, Math, and Related Professional Programs Committee**
(John Grego)

HOSPITALITY, RETAIL, & SPORT MANAGEMENT
Master in Health Information Technology (MHIT)

APPROVED

Academic Program Actions Proposal/Bulletin Change:
Master in Health Information Technology
The College of Hospitality, Retail, and Sport Management proposes a new program designed to create a workforce of highly skilled IT experts and mangers in healthcare.

The Masters in Health Information Technology (MHIT) is an interdisciplinary program with the Arnold School of Public Health. The Program is housed within the Integrated Information Technology (IIT) Program in the College of Hospitality, Retail and Sport Management. This professional degree program prepares students with expertise in management of both health care systems and information technology.

Students take a combined 36 credit hours of coursework from both the IIT Program and from the Arnold School of Public Health. Students take a core of five courses (15 credit hours), three from IIT and two from the Arnold Schools' Department of Health Services Policy and Management. Students then choose five elective courses (15 credit hours), including at least one for Integrated Information Technology and one from the Arnold School of Public Health, and complete an internship of six credit hours.

The required internship (6 credit hours) consists of a minimum of 300 hours of approved health information technology work experience to be completed during the summer. It also requires a research paper, which will be evaluated as the student's comprehensive assessment of program learning outcomes. The integration of work experience with academic research is designed to provide a structured format for students to reflect on their work experience and related it to content and theory learned across the program.

Courses are conducted online or in a traditional classroom setting offered in the evenings and weekends to fit the schedules of working professionals. Depending on their professional experience and interest, students can tailor their program to gain breadth and depth in either the health or information technology components. Students with undergraduate degrees or extensive professional experience in healthcare would take most of their electives in information technology, while students with undergraduate degrees or experience in information technology would take their electives for the health component.

[Effective: Fall 2012]

New Course Proposal:

APPROVED

[ITEC 745 Telecommunications for Health Information Technology (3)](#)
Overview of telecommunication technologies as they apply to healthcare delivery, healthcare administration, and health information exchange.

[Effective: Fall 2012]

New Course Proposal:

APPROVED

[ITEC 747 Management of Health Information Systems (3)](#)
Overview of health information technology, electronic health records (EHR), and health information exchange (HIE), current practices, trends, and issues in health information systems management, and privacy and security of health information.

[Effective: Fall 2012]

New Course Proposal:
[ITEC 748 Internship in Health Information Technology (3)](#)
Professional internship in health information technology. Positions assigned on an individual basis with emphasis on management decision making, oral and written communication skills, planning, and problem solving.

[Effective: Fall 2012]

New Course Proposal:

APPROVED

[ITEC 752 Systems Analysis & Design for Health Applications (3)](#)
This course applies the principles of information systems analysis and design to health processes and applications. It looks at the analysis and logical design of business processes and management information systems focusing on the systems development life cycle; and techniques for logical system design.

[Effective: Fall 2012]

New Course Proposal:

APPROVED

ITEC 762 Health Information Technology Usability and Interface Design (3)
Overview of the analysis, design, and usability of health information systems. Includes consideration of computer interfaces, Web portals, and patient portals.

[Effective: Fall 2012]

New Course Proposal:

APPROVED

ITEC 764 Project Management for Health Information (3)
Application of project management software, technologies and practices to the design and implementation of real-world health information technology projects. Integrates IT knowledge and skills learned in earlier graduate courses and challenges graduate students to learn new technologies and to solve real business problems.

[Effective: Fall 2012]

New Course Proposal:

APPROVED

ITEC 770 Health IT Database Systems (3)
This course is an introduction to the design, implementation, and management of database systems that form the foundation for health information systems.

[Effective: Fall 2012]

New Course Proposal:

APPROVED

ITEC 775 Large-Scale Health Information Systems (3)
Design, implementation and operation of large-scale information systems for healthcare institutions. Includes EMRs, CPOE, e-prescribing, medication administration, CRM, and supply chain management.

[Effective: Fall 2012]

New Course Proposal:

ITEC 776 Health Information Technology and Clinical Transformation (3)
Implementation of electronic health records (EHR) and health information exchange with focus on clinical transformation, which is the most difficult and critical component of achieving improved clinical outcomes and efficiencies from EHRs.

[Effective: Fall 2012]

ARNOLD SCHOOL OF PUBLIC HEALTH
PharmD/MPH in General Public Health

APPROVED

Academic Program Actions:
PharmD/MPH in General Public Health
PharmD/MPH dual programs address the need for pharmacist who understand public health principles as well as direct patient care activities. The dual degree is considered desirable for persons seeking careers in local, state, and national agencies. Additionally, this dual degree option presents opportunities for individuals to excel professionally in practice settings such as hospitals and health systems, managed-care, community health settings, and county and state health agencies.

The PharmD degree currently requires a total of 8 elective course credit hours in the professional program curriculum The South Carolina College of Pharmacy (SCCP) curriculum committee has approved the acceptance of any Master of Public Health courses (core or elective) for any or all of the 8 hours of required electives for the PharmD degree.

The Masters of Public Health (General) program requires a total of 42 credit hours, of which 15 hours are core courses, 15 hours are special interest in Public Health courses, 6 hours are electives, and 6 hours are practicum in a Public Health discipline. The Arnold School of Public Health curriculum committee has approved a total of 6 elective course hours from select SCCP courses that can be applied towards electives in the MPH program. The current approved list of SCCP Courses that may count for MPH elective credit include:

- SCCP 650: Introduction to Pharmacy Practice (2 credit hours)
- SCCP 680: Introduction to Drug Information (1 credit hour)
- SCCP 780: Outcomes Design and Assessment (3 credit hours)
- SCCP 850: Health Care Systems and Management (4 credit hours)

- SCCP 880: Advanced Drug Information (2 credit hours)
- SCCP 774: Pharmacy Political Advocacy (2 credit hours)
- SCCP 779: Advanced Self-care (2 credit hours)

In addition, PharmD students may be able to obtain 3 credit hours toward the 6 hours required for PUBH 798 Public Health Practicum. Credit will be granted if the student completes an advanced pharmacy practice experiential rotation (during the 4th professional year of the PharmD program) in an approved public health discipline site (examples may include but would not be limited to: AHEC, DHEC, Indian Health Services, and other Public Health service entities).

[Effective: Fall 2012]

DEPARTMENT OF EPIDEMIOLOGY & BIOSTATISTICS
APPROVED

New Course Proposal:
EPID 769 Clinical Effectiveness (3)
This course develops skills in the application of epidemiologic methods to clinical effectiveness research, defined as generating evidence to inform stakeholders about treatment options, and improve treatment safety, quality, efficiency and effectiveness.

[Effective: Spring 2012]

11. **Report of the Humanities, Social Sciences, Education, and Related Professional Programs Committee** (Deborah Brosdahl)

COLLEGE OF ARTS AND SCIENCES
Art

APPROVED

Course Change Proposal:
From: ARTS 710 Painting (3)
May be repeated up to a maximum of 15 hours.

To: ARTS 710 Painting (3)
A multi-level graduate level painting class focusing on field work and studio practice through both individual tutorial and group exercises with a painting area faculty member. May be repeated up to a maximum of 15 hours.

[Effective: Spring 2012]

Course Change Proposal:
From: ARTS 810 Painting (3)
May be repeated up to a maximum of 18 hours.
Prerequisites: M.F.A. degree candidate status.

To: **ARTS 810** Painting (3)
A multi-level graduate level painting class that includes both group seminar and individual tutorial under the direction of a painting area faculty member. The course will address student's individual initiatives in context of issues in the medium. May be repeated up to a maximum of 18 hours.
Prerequisites: M.F.A. degree status

[Effective: Spring 2012]

New Course Proposal:
ARTS 795 Independent Study (3)
Independent study for advanced graduate students in art studio. Approved independent study contract required for enrollment.

[Effective: Spring 2012]

COLLEGE OF EDUCATION
Instruction and Teacher Education

APPROVED

New Course Proposal:
EDRD 815 Critique of Qualitative Research in Language and Literacy Education (3)
A review and critique of qualitative perspectives on language and literacy research.

[Effective: Fall 2012]

COLLEGE OF HOSPITALITY, RETAIL, & SPORT MANAGEMENT

RETURNED TO DEPARTMENT FOR REVISIONS

New Course Proposal:
HRSM 787 Global Seminar in Hospitality, Retail, Sport & Technology Management (3)
Interdisciplinary learning experience in order to apply major specific constructs in hospitality, retail, sport, and technology and current event issues in a study abroad context. Students will visit destinations and venues and interact with on sight management.

[Effective May 2012]

12. **Report of the Petitions and Appeals Committee** (Rhonda Jeffries)

Evangeline Nobles – Petition approved.

13. **Other Committee Reports**

No report

14. **Old Business**

    None

15. **New Business**

    None

16. **Good of the Order**

17. **Adjournment**
    The meeting adjourned at 3:25 p.m.

                                        Nancy Zimmerman, Secretary

cc:
President Harris Pastides
Vice Provost & Dean of Graduate Studies Lacy Ford
Provost Michael Amiridis
Deans
Department Chairs
Graduate Directors
Barbara Blaney, University Registrar
Jodie Morris, Office of the Registrar
Gail Stephens, Office of the Registrar
Andrew Graves, Office of the Registrar
Nancy Floyd, Office of Institutional Assessment and Compliance