



The Graduate School

UNIVERSITY OF SOUTH CAROLINA

GRADUATE COUNCIL MINUTES

September 28, 2015

The Graduate Council met on Monday, September 28, 2015 at 2:00 P.M. in room 311 of the Byrnes Building.

Graduate Council members present: Dr. Julia Lopez-Robertson, Chair; Drs. Jennifer Arns, Bobby Brame Jr., Heather Brandt, Matt Brown, Dirk den Ouden, Kay Edwards, Jessica Elfenbein, Lorne Hofseth, Christian Jensen, Lara Lomicka-Anderson, Caryn Outten, David Tedeschi, Scott White, Susan Yeargin

Graduate Council members absent: Drs. Swan Adams, Drucilla Barker, Nancy Brown, Jerry Hilbish, and Ms. Brittany Walter

Graduate School Representatives: Dr. Jessica Elfenbein, Dr. Murray Mitchell, and Teresa Smith

Provost Office Representative: Dr. Kristia Finnigan

Guests: None

NOTE: *These minutes will become final on October 26, 2015, if not challenged.*

1. **Call to Order and Approval of Agenda** (Julia Lopez-Robertson, Chair)

Dr. Lopez-Robertson called the meeting to order at 2:00 P.M., and received approval of the agenda.

2. **Approval of Minutes for the meeting on [August 24, 2015](#).**

The minutes were reviewed electronically and approved by the Council. Minutes are on file at The Graduate School website at:
<http://app.gradschool.sc.edu/gradcouncil/minutes.asp>

3. **Report of the Chair** (Julia Lopez-Robertson)

Dr. Lopez-Robertson stated that she hoped everyone was staying dry in the wet weather.

4. **Report of the Dean of The Graduate School** (Jessica Elfenbein for Lacy Ford)

Dr. Elfenbein reported that the Provost's office is soon to announce a major strategic planning initiative for the Graduate School for the next five years. The Graduate School's business processes and personnel are in order and stable. The initiative involves quality of life for graduate students including funding packages, quality of master's level education, inclusion and diversity, to benchmark data regarding graduate retention, graduate assistantships, and

time-to-degree.

The Provost's office may announce these initiatives within the next two weeks. There will be a strategic planning committee and subcommittees for each initiative. Dr. Elfenbein asked interested members who may want to be on one of the committees, please contact her at JessicaE@mailbox.sc.edu or Dean Ford at Ford@mailbox.sc.edu.

Dr. Brandt asked if the committees will consist of representation from each College. Dr. Elfenbein responded that disciplinary faculty and faculty who teach masters and doctoral students will be included as well as staff from the Career Center, Student Health and GSA Officers. Although every department may not be represented, the goal is to have a cross-section of representation from the entire campus.

5. Report of the Associate Dean / Secretary of the Graduate Council (Murray Mitchell)

Dr. Mitchell asked each member to introduce themselves for the benefit of members who recently joined Graduate Council. He stated that Graduate Council now has full membership for the academic year, and he thanked all who volunteered and/or accepted invitations to join the Council.

Dr. Mitchell reported that two for-profit companies have been contracted by the University for recruitment. Academic Partnerships is a company that specializes in recruitment for on-line programs. Shorelight specializes in recruitment of international students. Each organization works with particular degree programs within specific Colleges. Academic Partnerships is currently working with the College of Education, HRSM and Public Health for a joint program in Health Information Technology, also HPEB and Nursing Administration. Shorelight is presently working with Business and Engineering and may possibly work with Public Health in the near future. There are some implications for processing graduate applications, and members may want to discuss with their Dean the possibility of developing a relationship with these for-profit companies to enhance recruitment in their programs. Given the current funding formula for the institution, the more students who are recruited, attend successfully and graduate, the more successful the University.

At one time, USC was funded by the State Legislature. Currently, funding sources are more problematic to find. Student enrollment has driven these recruitment efforts. In the President's State of the Institution address, he talked about growth in public-private partnerships. These types of arrangement are becoming more common.

Dr. Mitchell stated that Graduate Council largely addresses curriculum issues, but the Council addresses policy and procedure issues as well. He asked members if they encounter any issues in their home departments that warrant discussion, if any questions need answers relative to graduate education, or if policies need to be revisited, explained or created, Graduate Council is the body that addresses such issues. Please bring these issues to the appropriate sub-committee for review or before Graduate Council for resolution. Graduate Council represents graduate education at the University of South Carolina and the active input of its members is required.

Dr. Mitchell stated that Graduate Council has transitioned exclusively to an electronic proposal submission system. This has created a challenge for an appropriate way to present proposals to Council at these meetings. However, each proposal is available for review on the Provost's website at <http://www.sc.edu/programproposal/>. Dr. Mitchell and Dr. Finnigan serve on both the Humanities and Sciences curriculum sub-committees. In preparation for Council vote, the proposals are meticulously vetted by each committee to insure there is no conflict of interest and that letters of concurrence are in place, if applicable.

Dr. den Ouden asked if Blackboard could be used to view proposals and if confidentiality is an issue. Dr. Mitchell responded that the new system is a tracking system that was created to facilitate members being able to view proposals and make comments to share with select members as the proposal is routed through the approval process. The proposals can also be returned to the originator for changes and be rerouted to approvers. It is a secure system that transmits approved information, such as bulletin changes, directly to the Registrar.

6. **Report of the Graduate Student Association Representative** (Jessica Elfenbein for Brittany Walter)

On behalf of the GSA, Dr. Elfenbein reported that they are interviewing for various liaison positions. The Organization has grown significantly over the last few years and assistance is still needed. She asked that this information be passed on to outstanding graduate students in each members department, and have interested students contact Brittany Walter at walterbs@email.sc.edu or the GSA President, Andrew Fogner at sogsa@mailbox.sc.edu.

7. **Report of the Academic Policy and Practices Committee** (Matt Brown)

No report.

8. **Report of the Committee on 500/600 Level Courses, Distance Education and Special Courses** (Murray Mitchell)

A listing of 500/600 Level and Distance Education Courses was presented to Council for informational purposes only.

500/600 Level Courses

New Course Proposals

1. **ELCT 554 – Integration of Photovoltaics in Modern Power Systems (3 hours)**

- Analysis and design of power systems in presence of photovoltaic generation with focus on protection systems, control, power quality.
- Spring 2016

2. **ELCT 559 – Special Topics in Distributed Energy Resources for Electric Energy Systems (3 hours)**

- Special topics in distributed energy resources for modern electrical energy systems. Course content varies and will be announced in the schedule of classes by title. May be repeated as topics vary.
- Spring 2016

3. RHAB 540 – Assistive and Adaptive Technology (3 hours)

- The use of Assistive technology as it relates to employment, education, communication, recreation, and mobility for individuals with disabilities. Explores types of assistive technologies, functional assessments, and resources through hands-on application, lectures, and discussions.
- Spring 2016

Course Change Proposal

EDEL 591 – Seminar on Teaching

- Existing course to be delivered as an asynchronous online option.
- Spring 2017

Distance Education Courses

HSPM 769 Organizational Behavior (3 hours)

- To explore organizational behavior at the micro level (individuals, motivation, leadership, conflict management) and macro level (social systems, inter-organizational relationships, change and innovation, performance and strategy, organizational design), with particular focus on health care environments.
- Fall 2016

9. Associate Graduate Faculty Nominations (Murray Mitchell)

There are no new nominations to be considered at this time.

As a reminder, Associate Graduate Faculty members have the potential to help programs overburdened with graduate students in need of guidance.

The Associate Graduate Faculty category was added in Spring 2015. It is an opportunity for faculty members to have a six year appointment that is renewable. The term appointment is renewable as well. Term appointments are for three years. Associate Graduate Faculty is six years and affords more privileges appropriate for research faculty who are not on the tenure track, but have been here for many years and have the academic credentials to chair theses and dissertations. In some cases, they have more credibility than some tenured, tenure-track faculty members. There have been four nominations since the program began.

10. **Fellowships and Scholarships Committee** (Heather Brandt)

No report.

11. **Report of Science, Math, and Related Professional Programs Committee** (David Tedeschi)

Course Change Proposal **APPROVED**
BIOL 798 Research in Biology (1-9)
Directed laboratory research and readings in the biological sciences for M.S. and Ph.D. students prior to preparation of theses and dissertations.
[Effective: Fall 2016]

Bulletin Change **APPROVED**
BMSC Major/MS in Biomedical Sciences (32)
Clarify distinctions between a thesis and non-thesis option.
[Effective: Fall 2016]

New Course Proposal **APPROVED**
BMSC 757 Family Medicine (8)
Supervised clinical practicum for physician assistants in Family and Preventative Medicine.
[Prerequisite: Successful completion of the didactic PA program coursework during the first year.]
[Effective: Spring 2016]

New Course Proposal **APPROVED**
BMSC 758 Internal Medicine (4)
Supervised clinical practicum for physician assistant students in Internal Medicine
[Prerequisite: Successful completion of the didactic phase of the Physician Assistant curriculum] [Restricted to: Physician Assistant students only]
[Effective: Spring 2016]

New Course Proposal **APPROVED**
BMSC 759 Women's Health (4)
Supervised clinical practicum for physician assistant students in the area of OB/GYN.
[Prerequisite: Successful completion of the didactic phase of the Physician Assistant curriculum] [Restricted to: Physician Assistant students only]
[Effective: Spring 2016]

New Course Proposal **APPROVED**
BMSC 760 Pediatrics (4)
Supervised clinical practicum for physician assistant students in Pediatrics.
[Prerequisite: Successful completion of the didactic phase of the Physician Assistant curriculum] [Restricted to: Physician Assistant students only]
[Effective: Spring 2016]

New Course Proposal **APPROVED**
BMSC 761 Behavioral Medicine (4)
Supervised clinical practicum for physician assistant students in Behavioral Medicine.
[Prerequisite: Successful completion of the didactic phase of the Physician Assistant

curriculum] [Restricted to: Physician Assistant students only]
[Effective: Spring 2016]

New Course Proposal

APPROVED

BMSC 762 General Surgery (4)

Supervised clinical practicum for physician assistant students in General Surgery.
[Prerequisite: Successful completion of the didactic phase of the Physician Assistant curriculum] [Restricted to: Physician Assistant students only]
[Effective: Spring 2016]

New Course Proposal

APPROVED

BMSC 763 Emergency Medicine (4)

Supervised clinical practicum for physician assistant students in Emergency Medicine.
[Prerequisite: Successful completion of the didactic phase of the Physician Assistant curriculum] [Restricted to: Physician Assistant students only]
[Effective: Spring 2016]

New Course Proposal

APPROVED

BMSC 764 Orthopedics (4)

Supervised clinical practicum for physician assistant students in Orthopedics.
[Prerequisite: Successful completion of the didactic phase of the Physician Assistant curriculum] [Restricted to: Physician Assistant students only]
[Effective: Spring 2016]

New Course Proposal

APPROVED

BMSC 765 PA Practicum Elective (4)

Supervised clinical practicum for physician assistant students in area of student's choice with approval of the Director of Clinical Education. Elective can be in a specialty or a core area.
[Prerequisite: Successful completion of the didactic phase of the Physician Assistant curriculum] [Restricted to: Physician Assistant students only]
[Effective: Spring 2016]

New Course Proposal

APPROVED

MCBA 742 Biological Micro Imaging II (3)

Advanced scanning and transmission electron microscopy techniques, electron tomography, digital imaging, 2 dimensional and 3 dimensional image analysis, 3 dimensional ultrastructure data set reconstruction.
[Enrollment restricted to 15 students]
[Effective: Spring 2016]

New Course Proposal

APPROVED

MCBA 743 Molecular Imaging Methods in Biomedical Research II (3)

Cell culture techniques, RNA and DNA isolation, PCR reactions, Gene Sequencing, Mico-array Technology.
[Enrollment restricted to 15 students]
[Effective: Spring 2016]

12. Report of the Humanities, Social Sciences, Education, and Related Professional Programs Committee (Drucilla Barker)

Bulletin Change **APPROVED**
ANTH Visual Anthropology Certificate (18)
To Terminate Program
[Effective: Fall 2016]

Bulletin Change **APPROVED**
LING Major/Degree program – PhD in Linguistics (60)
Clarification of courses in a certificate potential to count toward a degree.
[Effective: Fall 2016]

Bulletin Change **APPROVED**
LING Major/Degree program – MA in Linguistics (30)
Clarification of courses in a certificate potential to count toward a degree.
[Effective: Fall 2016]

13. Report of the Grievances, Appeals and Petitions Committee (Nancy Brown)

On behalf of Dr. Nancy Brown, Dr. Mitchell initiated a closed session discussion.

In open session, Dr. Mitchell stated that the committee's recommendation is to deny the petition. Graduate Council voted unanimously to support the committee's recommendation.

14. Other Committee Reports

No report.

15. Old Business

No report.

16. New Business

No report.

17. Good of the Order

Dr. Elfenbein stated that the Graduate School is collecting data regarding funding sources for doctoral students. Some data has already been collected from the first group of Presidential Fellows. There were 24 in the group; one Master of Fine Arts major and 23 doctoral students. The data collected showed that funding for the students varies widely. All Presidential Fellows are required to work, but 20 students had graduate assistantships and three did not. The results suggested that the policy regarding assistantships needed to be examined regarding the requirements for those students who work for funding.

The University's Academic Affairs policy 4.0 is a policy that governs important areas of assistantships including federal tax implications. The Graduate School is examining the current language in the policy and may suggest changes. The goal is to assure that graduate students are adequately compensated for the work they do. Dr. Elfenbein suggested that the Council discuss this issue further at the next meeting.

Dr. Mitchell asked that Council members to read policy [ACAF 4.0](#) to become familiar with the current language. He also stated that policies may need to be reexamined and changed as times and issues change.

Dr. Mitchell asked all attendees to sign the member roster to account for accurate attendance. He stated that the Provost and the President receive a copy of Graduate Council Minutes and may monitor departmental representation. Therefore, your attendance and departmental representation is greatly appreciated.

The next Graduate Council Meeting will be on Monday, October 26, 2015 at 2:00 P. M. in the Byrnes building, room 311.

18. Adjournment

The meeting adjourned at 2:52 P.M.

Murray Mitchell, Secretary

cc:

President Harris Pastides

Provost Joan Gabel

Senior Vice Provost & Dean of Graduate Studies Lacy Ford

Deans

Department Chairs

Graduate Directors

Aaron Marterer, University Registrar

Jodie Morris, Office of the Registrar

Andrew Graves, Office of the Registrar

Nancy Floyd, Office of Institutional Assessment and Compliance