Members Present:
Jason Coy (History), Felix Vasquez (Hispanic Studies), Kristen Ashworth (TEDU), Mike Duvall (English),
Grant Gilmore (HPCP), Jerry Mackelson (RO), Mary Bergstrom (RO), Franklin Czwazka (RO)
Robert Perkins (TEDU), Amanda Ruth-McSwain (COMM), Carter L. Hudgins (HSPV), Roger B. Daniels
(ACCY), Nenad Radakovic (TEDU), Silva Rodriguez Sabater (LALE), Nathaniel Walker (ARTH), Annalisa
Calini (MATH), Craig Plante (Biology), Martin Jones (MATH), Laura Turner (Theatre), John Peters
(Biology/SMFT), mutindi ndunda (TEDU/MTLA), Angela Cozart (TEDU/MAT), Conseula Francis
(Academic Affairs), Brian McGree (Provost), Divya Bhati (OIEP), Jo Ann Ewalt (MPA), Nancy Muller
(LGC)

GSO Staff Present:
Amy McCandless, Jon Hakkila, Michelle McGrew, Robyn Olejniczak, Allisyn Morgan.

I. Welcome and Introductions – Dean Amy McCandless called the meeting to order at 3:00 p.m.
II. Approval of the Minutes: The minutes of the 2-24-16 meeting were approved unanimously.

Guidance for Faculty Writing Syllabi for Undergraduate-Graduate Courses: Conseula Francis
explained the difference between cross-listed and meets-with courses. Cross-listed courses are
equivalent; the same course with different names or levels. Students won't be able to take both versions
of courses. Meets-with are two different courses that are similar enough that it makes sense for
departments to share resources (faculty, space) but they're sufficiently different enough that students
could get credit for both courses. There is no restriction on course number for meets-with classes.

Note: even if the course meets-with, the graduate syllabus needs to demonstrate more rigor than the
undergraduate syllabus.

New Course Proposals and Changes: the following were briefly presented by Jo Ann Ewalt, Chair of
the Committee on Graduate Education, Continuing Education, and Special Programs

III. and approved by the Graduate Council:

a. M.A.T. Middle Grades Education
   i. EDFS 687 – Existing course added as prerequisite course
   ii. EDEE 690 – Existing course added to core requirements
   iii. EDFS 635 – Delete course
   iv. EDEE 640 – Existing course added to core requirements
   v. EDEE 678 – Delete course from English emphasis requirements

b. M.Ed. Languages
   i. SPAN 590 – Delete course from Spanish emphasis requirements
   ii. SPAN 671 – Delete course from Spanish emphasis requirements

c. M.S. Mathematics
   i. Changing existing courses to comply with new cross-listing policy
      1. MATH 402/502 – Course description change
      2. MATH 415/515 – Course title change, course description change
      3. MATH 423/523 – Course title change, course description change
      4. MATH 430/530 – Course title change
      5. MATH 431/531 – Course description change
      6. MATH 440/540 – Course description change
      7. MATH 441/541 – Course description change
8. MATH 445/545 – Course description change
9. MATH 449/550 – Course description change
10. MATH 451/551 – Course description change
11. MATH 452/552 – Course description change
12. MATH 455/555 – Course description change
13. MATH 460/560 – Course number change, course description change
   ii. MATH 461/561 – Course number change, course description change

d. M.A. Community Planning, Policy and Design As Nathaniel Walker (ARTH) explained, Charleston is the perfect place to combine the disciplines of urban design, public policy & economics, institutionalize the legacy of Joe Riley; and teach urban design as a multidisciplinary approach. Unlike the proposed Clemson program, it would combine real estate, economics, public policy, civic wellbeing by laws and architects, development policies, neighborhood management policies, teach development law, and management law. Clemson’s urban design program is a high quality modernist program. Our program will have a different ethos---progressive traditional architecture with new suitable technologies while acknowledging West African and Caribbean influences and maintaining an international vocabulary. As for the Real Estate course, they would find an adjunct until the Real Estate program grows enough to provide an instructor. Grant Gilmore responded to a query from Carter Hudgins asking about possible overlap with Historic Preservation. He stated the only way it’s related to historic preservation is that he, Director of HPCP will be co-director. There will be no historic preservation classes to compete with the HSPV program.

   i. New Program Proposal
      1. ARTH 565 – New course
      2. CPAD 605 – New course
      3. CPAD 615 – New course
      4. ARTH 535 – New course
      5. CPAD 619 – New course
      6. CPAD 790 – New course
      7. CPAD 830 – New course
      8. CPAD 631 – New course
      9. CPAD 895 – New course
   ii. CPAD 690 – New course

e. MS Environmental Studies Proposal
   i. Follow-up Cross-Listing Proposals: Re-numbering existing courses to comply with new cross-listing policy:
      1. EVSS 619 → EVSS 519
      2. EVSS 628, EVSS 628L → EVSS 544, EVSS 544L
      3. EVSS 629 → EVSS 506
      4. EVSS 631, EVSS 631L → EVSS 541, EVSS 541L
      5. EVSS 638, EVSS 638L → EVSS 538, EVSS 538L
      6. EVSS 642, EVSS 642L → EVSS 52, EVSS 542L
      7. EVSS 649, EVSS 649L → EVSS 549, EVSS 549L
      8. EVSS 657 → EVSS 557
      9. EVSS 669, EVSS 669L → EVSS 569, EVSS 569L
      10. EVSS 695 → EVSS 595: ST: Applied Quantitative Methods
      11. EVSS 695 → EVSS 595: ST: Ecopreneurship
   ii. Affirm past practice: add existing courses to possible electives:
      1. BIOL 618
      2. BIOL 650

   i. Change/Delete Graduate Program Proposal:
      1. Delete courses: ENGL 516, ENGL 530, ENGL 557, ENGL 563, ENGL 570, ENGL 571, ENGL 572, ENGL 650
      2. Terminate emphasis: African American track

g. MA Communications Proposals
   i. COMM 535: Delete Course
ii. **Affirm past practice:** Add existing courses (7) to requirements or electives: ENGL 558, ENGL 559, ENGL 560, ENGL 562, PUBA 640, PUBA 656, PUBA 650

h. **M.Ed. in Languages Proposals**
i. Change/Delete Graduate Program Proposal: Add existing course to requirements or electives, Interdisciplinary:
   1. EDFS 692 – add existing course to core requirement
   2. **Affirm past practice:** add existing courses to possible electives from interdisciplinary programs: (see proposal)
      a. Languages (1)
      b. Spanish (6)
      c. Teaching, Learning, and Advocacy (3)
      d. Foundations, Secondary, and Special Education (15)
      e. Elementary & Early Childhood Education (3)
      f. Communication (1)

i. **MPA Proposals**
i. Change/Delete Graduate Program Proposals: Add existing course to requirements or electives:
   1. PUBA 617: Add existing course to possible electives

j. **MPA Urban and Regional Certificate Program Proposal:**
i. Change/Delete Graduate Program Proposals: Add existing course to requirements or electives:
   1. PUBA 617: Add existing course to possible electives

k. **MTLA Proposals**
i. Change/Delete Graduate Program Proposal: add existing courses to possible electives for all MTLA concentrations:
   1. EDFS 760
   2. EDFS 761
   3. EDFS 762
   4. EDFS 763
   5. EDFS 764

ii. Add to New Literacies concentration:
   iii. EDFS 670

l. **MEd. Science & Math**
i. Graduate Policy Change Proposal:
   1. Policy Change to Capstone Curriculum in catalog (See proposal)

m. **MS Marine Biology Proposals**
1. **Affirm past practice:** add existing courses to possible electives: BIOL 502, BIOL 503, BIOL 506, BIOL 510, BIOL 514, BIOL 523, BIOL 544, BIOL 545, BIOL 549, BIOL 618, BIOL 627, BIOL 630, BIOL 635, BIOL 641, BIOL 643, BIOL 644, BIOL 646, BIOL 649, BIOL 690, EVSS 649, EVSS 669
2. BIOL 700 Research and Thesis (4): Edit description to “repeatable: up to 4 credit hours”
3. Add waive option to core course requirements
4. Renumber courses to conform to new numbering and cross-listing policies:
   a. BIOL 614 → BIOL 514
   b. BIOL 619 → BIOL 549
   c. BIOL 623 → BIOL 523
   d. BIOL 628 → BIOL 544
   e. BIOL 629 → BIOL 506
   f. BIOL 640 → BIOL 504
   g. BIOL 645 → BIOL 545

n. **MS Child Life**
i. Graduate Program Change Proposal:
1. Replace EDEE 655 with CHLI 602
2. Replace EDFS 654 with CHLI 607
3. Replace EDFS 635 or COMM 501/502 with CHLI 608
4. Replace COMM 521, EDFS 670, MTLA 605, EDEE 620, EDEE 655 for CHLI 610

ii. Graduate Course Proposals: New Courses (4):
1. CHLI 602, Therapeutic Play for Child Life Specialists
2. CHLI 607 Advanced Child Development
3. CHLI 608 Research Methods
4. CHLI 610, Infant Development and Child Life

*After proposals were approved, Angela Cozart had a question/comment about the African American concentration—she is concerned/disappointed because to delete the program seemed to contradict our diversity initiatives.

Dean McCandless remarked that History has kept its concentration. Conseula Francis stated that the deletion was related to staffing issues—it is not the best practice to rely on independent studies to meet program requirements.

Dean McCandless mentioned an earlier discussion of a possible grad certificate that would be interdisciplinary. Jo Ann Ewalt agreed it is disappointing and wondered if we could give resources to the program for the sake of diversity. Jon Hakkila suggested that this situation is an opportunity to replace something that meets the needs of constituents. Maybe it needs to be crafted out better. Jo Ann then mentioned the difference between terminating and deactivating—that terminating a program means it is GONE, and this proposal was to in fact terminate the program. Deactivating a course versus deleting a course means it comes out of the catalog and after 10 years the course can be re-used. Courses need to be deleted appropriately for the sake of the catalog and course frequency evidence. This should always be done though the curriculum process.

Brian McGee remarked that it is not helpful to the institutional mission to offer something that we never put in practice and actuality. It's disappointing to students who show up and realize a class listed is not available. If English brought back a plan to resurrect with financial and staffing support, he could consider it. It's about how resources are deployed, course rotations are set, and priorities are determined at the programmatic level.

**Curriculum Recommendations Memo**
Conseula Francis discussed the course repetition policy.

**Admissions Deadlines** were distributed by Dean McCandless on behalf of Susan Hallatt, Director of Admissions, and invited program directors to discuss deadlines individually with Susan. The goal is to get all the deadlines aligned to work better with CollegeNET. Roger Daniels stated he prefers his rolling application process in case someone comes in just before classes begin in August—he would not want to turn away a good student. Conseula Francis stated the catalog does not accurately reflect deadlines. Adding some uniformity would help the Graduate School staff. Jason Coy (History) had questions about the deadlines, preliminary vs. final. He stated that multiple dates don’t align with how program directors handle students, especially with funding. Dean McCandless confirmed the first date is the only date stated in the catalog. The other (final) date would be for internal purposes only. Robyn Olejniczak reminded the council that there’s a difference between creating an application and completing/submitting one. Dean McCandless referenced the policy to let students know about financial aid by April 15th. Franklin Czwarka reminded the council that there is a state law requiring that all admitted students must be lawfully verified before starting school. Jason Coy stressed the importance that deadlines for applying and deadlines for funding need to be coordinated. Conseula recommends that an admission policy should
be a uniform GSO policy, not individualized by program. Comments for admissions deadlines are requested—please send all feedback to Allisyn Morgan at akmorgan@cofc.edu.

Curriculog: Conseula Francis mentioned the new catalog software (Acalog) and curriculum software (Curriculog) that will replace paper curriculum proposal forms and place them all into an electronic system. The implementation team (folks from the RO, Academic Affairs, and GSO) are in the implementation phase, building forms into the system, reviewing, and working with the forms. Everyone is eager to use this streamlined system but the decision of when to integrate it has not yet been made.

To finalize the workflow for this electronic system, the question was posed whether the workflow still should have the Curriculum Chair sign, then pass on to Grad Council, then be the point person to present to Faculty Senate. Brian McGee stated that we just need something in writing that makes sense to faculty so there is a clean workflow in the system. JoAnn Ewalt stated it makes sense to reaffirm the current process in which the Committee on Graduate Education, Continuing Education, and Special Programs takes action and then takes to Grad Council, and the Committee Chair presents to the Faculty Senate.

It was agreed that the Chair of the Committee on Graduate Education, Continuing Education, and Special Programs, a faculty representative, should present to FS after GC. Jason Coy stated that despite the consensus, there is another way to imagine what the Graduate Council does at these meetings. The bigger topics like proposing new programs or deleting programs could still be addressed but the minutia of curriculum changes could be completely skipped to save time for bigger topics.

Credit Hour Policy: Dean McCandless mentioned the memo/policy regarding clock hours and credit hours—thesis credits specifically. Divya Bhati (OIEP) sent Amy best practices and this will be discussed further at the April 8th meeting. There should be a relationship between amount of time and credit awarded. JoAnn mentioned Marine Biology’s argument that they can’t really quantify the hours/efforts towards a thesis. The Curriculum Committee will discuss this at their March 30 meeting.

Additional Announcements: Josh’s message re: GSA: Oyster Roast: Saturday 3/26 2:00-5:30pm Location: James Island County Park, BYOB. GSA Executive Board apps taken until April 4. Vote between April 4 and April 8, please remind students.

Calendar: On April 29th as part of A Charleston Affair, there will be a reception for alums of the Graduate School. This will include alums of the Graduate School and will double as a way to build community among those alums with our staff and programs, because in essence, they help support scholarship programs. The advisory board, graduating students, and staff will also be invited. A Paperless Post invitation will be sent out by April 5th.

Amy McCandless announced on behalf of Cicely McCray, Director of Marketing & Recruitment, that first drafts of one-sheets for marketing will be distributed soon to review and edit.

Jon Hakkila (Associate Dean of the Graduate School) will be trying to send out revised assessment plans soon.

IV. For the Good of the Order

Martin Jones (Math) accounted The MS Program in Mathematical Sciences was approved by CHE. Divya Bhati (OIEP) then announced that the notification had been sent to SACSCOC.
V. Adjournment: the meeting was adjourned at approximately 4:40pm.

*The next Graduate Council meeting will be Friday, April 8, 2016 in Beatty 216.*