MINUTES OF THE GRADUATE COUNCIL MEETING
Friday, January 22, 2021 – 3:00 PM
Virtual Zoom Meeting

Chair – Gibbs Knotts, Interim Dean of the Graduate School

Members Present: Emily Beck (LALE/ESOL), Vince Benigni (COMM/HSS), Brooke Blosser (GSA), Karen Chandler (ARCM), Roger Daniels (ACCY), Mark Del Mastro (AA), Grant Gilmore (CPAD), Melissa Hughes (BIOL/SSM), Alex Kasman (MSC), Kate Keeney (ARTM/SOTA), Brian Lanahan (EDEL), Mike Lee (MCOM), Ron Magnuson (MBA), Renée McCauley (CSIS/DATA), Judy Millesen (MPA), Mutindo Ndunda (TEDU/EHHP), Antonio Pérez-Núñez (HISP/LCWA), John Peters (SMFT), Craig Plante (MBIO), Emily Rosko (MFA), Susan Simonian (MSCL), Emily Skinner (MTLA), Sandy Slater (CGE), Jacob Steere-Williams (HIST), Rafael Teixeira (SCIM/SOB), Laura Turner (EDPA), Anton Vander Zee (ENGL), Annette Watson (ENSS), Kelley White (EDEC)

Guests Present: Mary Bergstrom (RO), Divya Bhati (OIE), Seaton Brown (MBA), Franklin Czwazka (RO), Julie Dahl (RO), Lucy Davis (ENSS), Tim Johnson (LCWA), Jerry Mackeldon (RO), Nancy Muller (LGC), Fran Welch (EHHP)

GSO Staff Present: Laura Everett (Recruitment & Marketing), Jon Hakkila (Associate Dean), Susan Hallatt (Admissions), Robyn Olejniczak (Student Records), Erica Shirley (Admissions & Support Services)

I. Welcome – the meeting was called to order at 3:01pm.

Gibbs Knotts (HSS/GSO) said that he has liked spending time in the Graduate School office and meeting with graduate students. He acknowledged that the Graduate School faces challenges and the success of the new Graduate Dean will be reliant on partnerships and collaborations. Knotts (HSS/GSO) asked Annette Watson (ENSS) as a search committee member to give an update on the search. Watson (ENSS) said there were 15 applications submitted by the deadline, and the committee is meeting in the next week to discuss the first round of interviews. Fran Welch (EHHP) added that she is keeping the Provost informed and thanked the committee for their work. She added that Mark Del Mastro (AA) developed the interview questions.

II. Approval of the Minutes December 18, 2020 Meeting – unanimous approval

III. Curriculum Proposals – Sandy Slater, CGE

A. Arts and Cultural Management Certificate
   i. Admissions requirements: add resume, add 1 letter of recommendation, update letter of intent to statement of professional goals, update min. 3.0 GPA to preferred, remove spring and summer as admission terms, create truncated path for admission for current CofC graduate students
   ii. ARCM 570: renumber, title change, description change
   iii. ARCM 571: renumber, description change, course frequency
   iv. ARCM 572: renumber, title change, description change, course frequency
   v. ARCM 573: renumber, description change
   vi. ARCM 574: renumber, description change, course frequency

   The proposals passed unanimously without discussion.
B. Creative Writing, MFA
   i. ENGL 569: new course – ST in creative writing
   ii. ENGL 708: new course – MFA thesis
   iii. Program change: add new courses, update required and elective courses for Studio emphasis

   The proposals passed unanimously without discussion.

C. Computer and Information Sciences, MS
   i. Admissions requirements: simplify language about pathways into program, update language on necessary pre-req knowledge
   ii. CSIS 698: pre-req change
   iii. CSIS 699: pre-req change, update from 6 hours to 3 hours repeatable twice, update from letter grade to P/F
   iv. Program change: reduce required hours in each emphasis area from 12 to 9, add independent study and special topics as options to complete an emphasis area, increase required elective hours from 9 to 12

   The proposals passed unanimously without discussion.

D. Cybersecurity Certificate
   i. Admissions requirements: simplify language about pathways into program, update language on necessary pre-req knowledge

   The proposal passed unanimously without discussion.

E. Software Engineering Certificate
   i. Admissions requirements: simplify language about pathways into program, update language on necessary pre-req knowledge

   The proposal passed unanimously without discussion.

F. Data Science and Analytics, MS
   i. DATA 510: pre-req change
   ii. DATA 534: pre-req change

   The proposals passed unanimously without discussion.

G. Mathematical Sciences, MS
   i. MATH 561: pre-req change

   The proposal passed unanimously without discussion.

H. Science and Math for Teachers, MED
   i. Program change: change program name to Science and Math Education, reduce degree hours from 32 to 30, update required and elective courses, add new courses
   ii. SMFT 514: title change, description change, reduce credit hours from 4 to 3
   iii. SMFT 523: title change, description change, reduce credit hours from 4 to 3
   iv. SMFT 524: title change, description change, reduce credit hours from 4 to 3
   v. SMFT 529: new course - coastal and marine science for educators; renumbered from 640
vi. SMFT 535: new course - topics in ecology and conserv. biology; renumbered from 635
vii. SMFT 537: title change, description change, reduce credit hours from 4 to 3
viii. SMFT 538: title change, description change, reduce credit hours from 4 to 3, pre-req change
ix. SMFT 540: description change
ox. SMFT 570: new course – intro to environmental and sustainability education
xi. SMFT 611: title change, description change, renumbered from 511
xii. SMFT 618: title change, description change, renumbered from 518, reduce credits hours from 4 to 3
xiii. SMFT 639: title change, description change, pre-req change
xiv. SMFT 645: title change, description change
xv. SMFT 697: title change, description change, reduce credit hours from variable hours 1-4 to 1-3, repeatable change
xvi. SMFT 698: reduce credit hours from variable hours 1-6 to 1-3, repeatable change

The proposals passed unanimously without discussion.

Sandy Slater (CGE) thanked everyone for their work on their curriculum. She reminded program directors to keep an eye on changing their admissions requirements, emphasizing that there should be a balance of quantitative and qualitative measures for reaching an admission decision.

IV. Graduate Student Association – Brooke Blosser, President

Brooke Blosser (GSA) provided an update on the results of the graduate student experience survey that was distributed during the fall semester; there were 61 responses. She will ask Dean Knotts to share her summary and the survey results. Blosser (GSA) announced several upcoming events including a new-student mixer and a professional development workshop on financial literacy. The Career Center also offers these services and can record the virtual presentations so they can be shared. She closed by asking program directors to keep sharing student highlights so they can be featured in the GSA newsletter.

V. Announcements, Updates, and Reminders – GSO Staff

Robyn Olejniczak (GSO) asked that as programs review applications and make admissions decisions to keep track of their non-resident students as qualifying these students for abatement funds will likely play a large role in whether they choose the College. She also reminded program directors of the Council of Graduate School April 15 Resolution regarding offers of financial aid and funding. As a signatory of that resolution, graduate programs cannot ask students to make funding decisions prior to April 15. It might be beneficial to align both the admissions decision deadline and the funding decision deadline to be April 15. Information regarding May Commencement is still unknown; Olejniczak (GSO) asked program directors to let their spring and summer graduates know that final decisions at the Provost and President levels are still forthcoming.

Susan Hallatt (GSO) said the Graduate School office is very busy working on finalizing and packaging applications, and she appreciates the patience of the program directors. She reported that generally speaking, application numbers look high and there are a good number of international applicants. Grant Gilmore (CPAD) asked if there are any different requirements for Iranian applicants. Hallatt (GSO) suggested staying in contact with the Center for International Education.
VI. For the Good of the Order

Nancy Muller (LGC) announced that the LGC awarded opportunity grants to both the Elementary Education program and the Data Science and Analytics program. Elementary Education will receive $10,000 and Data Science and Analytics will receive $25,000 for marketing. Muller (LGC) added that these funds cannot support scholarships or abatements so those should not be included in the grant request. The next deadline for opportunity grants is February 1, but the review committee can be flexible if more time is needed. Renée McCauley (CSIS/DATA) added that the proposal and review process was very reasonable.

Emily Rosko (MFA) raised an issue regarding a student COVID accommodation. The student is enrolled in a Citadel course, but wants to request accommodation for remote learning; the Citadel is not guaranteeing it will be approved. Jacob Steere-Williams (HIST) added that he knew of some students who opted not to take classes at the Citadel since most courses were being offered face-to-face.

Craig Plante (MBIO) asked if the Graduate School was considering extending the thesis submission deadline for spring graduates. Knotts (HSS/GSO) said that yes, the office is discussing this option and will likely grant an extension similar to the one granted for spring and fall 2020 graduates. He noted that circumstances created by the pandemic have not changed.

Anton Vander Zee (ENGL) asked for an update on the process for proposing an accelerated bachelor’s/master’s program. Olejniczak (GSO) responded that a Curriculog form is being created and should be ready soon. Divya Bhati (OIE) noted that SACS approval will be needed if the undergraduate or graduate program is making curricular changes at the same time as launching an accelerated program.

VII. Adjournment – the meeting adjourned at 3:57pm