

**GRADUATE COUNCIL  
MINUTES  
April 16, 2004**

Present: M. Guiry, J. Raskin, A. Dos Reis, D. Miller, K. Bell, P. Freeman, M. Garatti, M. Roehm, , J. McLaurin, M. Muffs

Presiding: Phyllis Freeman  
Dean of the Graduate School

1. The meeting was called to order in HAB 802 at 12:00 p.m.
2. The minutes of the meeting of February 27, 2004 were approved unanimously.
3. Announcements
  - a. In Prof Edward's absence, Dean Freeman announced the May 7, 2004, 1:00 pm meeting of the Graduate Faculty in Humanities 218. All should plan on attending the meeting. At the meeting, there will be reports by the President, Provost, Deans, and Assistant VP for Sponsored Programs. In addition, a recommendation will be made for the alternate position for the Graduate Council.
  - b. Professor Guiry announced the research and creative projects met and 19 projects were approved for a total of \$5,470. Professor Guiry stated that the quality of the projects was highly commendable .
4. Old Business
  - a. The approval of 5 new courses in engineering. All changes have been made as recommended.
    - 40523 Wireless Communications
    - 40525 Microelectronic Fabrication
    - 40532 Computer Arithmetic
    - 40535 Low Power VLSI Design
    - 40551 Logic Synthesis Optimization
  - b. Consideration of the summer intensive MS Ed in Art Ed and MA Art Studio will be at the April 30, 2004 of the Graduate Council.
  - c. Dean Freeman discussed a draft of the plan for outcomes assessment of the Graduate School that she will distribute at our April 30 meeting.
5. New Business
  - a. Course #38539 Social Foundations in the Department of Educational Studies is the first on-line offering in the Department. Professor Dos Reis had a concern with the privacy issue as students will be submitting information across the Internet that may be personal or sensitive. The Graduate Council approved the course, however, made the following recommendation:

That a statement be added that all material transmitted over the Internet is to be solely for class matters and that this site (Blackboard) is not a totally secure environment.

Such recommendation is not a condition for course approval and only a recommendation. The Council agreed that this be a required statement for all graduate on line courses in the future.

- b. Professor Muffs presented the re-registration program for the Department of Educational Administration. The re-registration is required by the State Education Department. There were four programs being submitted for review:

- School Building Leader
- School District Leader
- School District Business Leader
- School District Leader -Transition D Program

With these programs, candidates can achieve either/or both of these degrees:

- A Masters of Science in Education
- A Certificate of Advanced Study

The Graduate Council unanimously approved the program.

Other: In order to allow a discussion, Dean Freeman left the Council meeting after Professor Raskin asked the Council to discuss the search for the Assoc Provost/Dean of the Graduate School. Professor Raskin requested that a discussion be initiated with John Harrington, Chair of the search committee for the Associate/Provost and Dean of the Graduate School for the purpose of clearly defining the role of the Graduate Council in the search process. Professor Muffs, as Secretary, will contact John Harrington as to his availability for the April 30, 2004 meeting.

The meeting was adjourned at 1:00 p.m.

Respectfully submitted,

Michael Muffs, Secretary