

**Minutes
Graduate Council
August 28, 2009**

Members Present: Neslihan Alp, Tom Buggey, David Edwards, Ahmed Eltom, John Freeman, Kristi Gibbs, Diane Halstead, George Helton, Gale Iles, Jonathan McNair, Brian O'Leary, Mike Owens, Vicki Petzko, Cathie Smith, Chris Smith, Joyce Smith, Greg Thibadoux, Li Yang

Members Absent: Hinsdale Bernard, Nicholas Boer, Roger Briley, Joey Shaw

Ex-officio Members Present: Stephanie Bellar, Joe Dumas, Yvonne Kilpatrick, Theresa Liedtka, Rhett Smith

Guests Present: John Graef, Linda Orth, Gene Schlereth

Summary of Actions

1. Approved second reading of proposal #08-0045G creating MS in Mathematics, pending approval by the Graduate School and the Records Office of syllabi for courses 546, 555, 570, 590, 591R and 592; 19-0-0.

Opening of the Meeting and Approval of the Minutes:

Vicki Petzko opened the meeting and welcomed members to the first meeting of the 2008-2009 The Graduate Council. After introductions, the council approved the April 28, 2008 minutes as submitted. After explaining the approval process for curriculum proposals, Dr. Petzko requested Jonathan McNair to present the Mathematics proposal.

Curriculum Committee Report:

Jonathan McNair stated that the Mathematics proposal had been presented at the previous council meeting in April and while it was well received most members wanted more time to evaluate the new program. He then asked John Graef if he would like to elaborate on the proposal.

John Graef stated the Mathematics Department was motivated by two factors to develop the degree program: 1) need for the degree program in the area and 2) The Chancellor's charge to the university to promote science and math programs. Therefore, the department felt it was the right time to move forward and surveyed three potential student base areas: the Hamilton County math teachers, undergraduate students at UTC, and a private company where they had an established relationship, Blue Cross and Blue Shield. The results indicated a strong need and the department decided to develop four tracks: applied math, applied statistics, education, and algebra and discrete math.

Dr. Graef continued by stating that by utilizing graduate student teaching assistants for developmental level courses, the new program would not increase the department's faculty cost. He stated that conservative estimates indicate that after the first year the department may actually generate a surplus from faculty salary savings.

Diane Halstead asked for clarification as to whether utilizing graduate students to teach developmental math would meet the SACS requirements as well as meet the UTC standard of

teaching quality. She also questioned using teaching assistants in developmental classes citing that many students in those classes are already struggling. Dr. Graef stated that accreditation standards would be not compromised and that the department would scrutinize teaching assistants' qualifications to ensure high teaching standards were maintained. Hinsdale Bernard added that only the best students would be used as teaching assistants.

Eltom Ahmed said the new program might help create a critical mass so that math courses required in engineering could to be offered more frequently.

Vickie Petzko said the proposal added eleven new classes rather than six and that not all of the syllabi were included. Stephanie Bellar stated that an essential piece to include for the classes would be how they were to be graded.

John Graef noted that, based on recommendations from the first reading, an addendum adding syllabi for courses 546, 555 and 570 was included in the proposal. More specifically, new syllabi had been added to convert 400-level courses to 500-level courses, which has the effect of increasing the number of new courses to eleven.

After a discussion, it was decided that the syllabi for courses, 590, 591R and 592 would be presented for review to the records office and the graduate school before the proposal was sent to Faculty Senate.

Petzko then called for a vote on the motion to approve the second reading of the proposal creating a Master of Science in Mathematics, pending approval by the Graduate School and the Records Office of syllabi for courses 546, 555, 570, 590, 591R and 592. The council passed the motion 19-0-0.

Select Task Force for Doctoral Procedures:

Vicki Petzko stated that there had been a request for a task force to review the doctoral processes in the graduate school catalog. Cathie Smith, John Freeman, and Roger Briley were appointed to serve on the committee, which will review and make recommendations to improve doctoral processes and report to the council. It was decided that if any recommended changes would effect the catalog, they would need to be presented to the council by October 31. Dr. Chris Smith was later added to the task force.

Curriculum Proposal Timeline:

Yvonne Kilpatrick distributed a timeline for curriculum proposals to be reviewed by the graduate school, registrar, and curriculum committee. Members were urged to submit proposals early to ensure sufficient time for review. After a discussion, it was determined the timeline needed a few changes which Kilpatrick said she would make and then redistribute to the council.

Committee Membership:

Vicki Petzko stated that the committee, Admissions (Program) Requirements would be looked at by the whole council, so members would not be required for that committee. She thanked Kristi Gibbs for volunteering to chair the Curriculum Committee and asked if there were other volunteers. The new committees are as follows:

Admissions (Program) Requirements – All Council Members

Curriculum Committee – Boris Belinskiy, Hinsdale Bernard, Kristy Gibbs, Chair, George Helton, Brian O’Leary, Mike Owens, Greg Thibadoux, Yvonne Kilpatrick, *ex-officio*, Linda Orth, *ex-officio*

400-Level Courses Committee – Monte Coulter, John Freeman, Gale Iles, Chair, Joey Shaw, Joe Dumas, *ex officio*

Grade Appeals Committee – To be selected from the entire body

Graduate Faculty Committee – Nesli Alp, Chair, David Edwards, Diane Halstead, Chris Smith, Joe Dumas, *ex officio*

Petitions Committee – Tom Bugghey, Nicholas Boer, Theresa Liedtka, Mike Owens, Cathie Smith, Joyce Smith, Joe Dumas, *ex officio*

Doctoral Task Force – Roger Briley, John Freeman, Cathie Smith, Chris Smith,

Schedule of Meetings:

The schedule of meetings can be found on the Graduate School Web site under Graduate Council are as follows: August 28, September 11, September 25, October 9, October 23, November 13, January 8, January 22, February 12, February 26, March 12, March 26, April 9, April 23, 2009 (if needed)

Other Business:

Vicki Petzko noted that it was Jonathan McNair’s last meeting and she extended the council’s best wishes as well as their appreciation for his work and dedication to the Graduate Council especially during last year while he was chair of the curriculum committee. She also extended a welcome to Monte Coulter, who will represent the Music Department on the Graduate Council.

The meeting was adjourned at 4:45 p.m.

Respectfully submitted,

Janice I. Uhles
Administrative Assistant
The Graduate School

Minutes approved on September 11, 2008