![The Graduate School - University of South Carolina]

GRADUATE COUNCIL MINUTES
October 28, 2019

The Graduate Council met on Monday, October 28, 2019 at 2:00 P.M. on the 5th floor of the Thomas Cooper Library in the Career Center.

Graduate Council members present: Dr. Jim Mensch, Vice Chair; Drs. Nate Bell, Ron Benner, Matt Boylan, Bobby Brame, Joanna Casey, Rick Creswick, Robin DiPietro, Jean Ellis, Elise Ince, Hippokratis Kiaris, Spencer Platt, Sirivatch Shimpalee, Nikki Wooten, and Jennifer Mandelbaum, GSA Representative

Graduate Council members absent: Drs. Suzanne Adlof, Maks Chruszcz, Kirk Foster, Tom Regan, and Songhua Xu

Graduate School Representatives: Dr. Cheryl Addy, Dr. Murray Mitchell (Secretary), Dr. Heather Brandt (Excused), Dale Moore, and Wanda Barr

Provost Office Representatives: Dr. Tena Crews and Trena Houp

Guests: Dr. Stacy Fritz (PHYT)

NOTE: These minutes will become final on November 25, 2019 if not challenged.

1. **Call to Order and Approval of Agenda** (Jim Mensch, Vice Chair)

2. **Approval of the Minutes from September 23, 2019.** Approved actions by Graduate Council become effective 30 days after posting. A copy is available on the Graduate School website at: http://app.gradschool.sc.edu/gradcouncil/minutes.asp

3. **Report of the Chair** (Jim Mensch for Tom Regan)
   No report.

4. **Report of the Dean of Graduate School** (Cheryl Addy)
   Dr. Addy feels that she is close to submitting the ACAF 4.00 Graduate Assistantship revisions for formal approval. HR is also developing a separate comprehensive policy on student hiring that will be clearly referenced. Key points are:

   • Must be compliant with state and federal law (FLSA and FICA exemptions). A key issue is that graduate staff assistants are generally going to be non-exempt employees, which means they need to be hourly not salaried.

- Would like to address graduate student concerns about stipend and overall financial support. A key priority is to protect resident tuition and the health insurance subsidy for all GAs.
- We are trying to identify the most efficient process to hire students because of the timing of various steps (e.g., when must enrollment eligibility be verified)

The application fee waiver for military and honorably discharged veterans is still under discussion, but we have not developed a formal recommendation yet.

The Community Insights survey will be starting on November 4th. You should have already received an email from President Caslen about this. When you do receive this survey next week, please take the time to complete this survey.

Provost and VP for Diversity and Inclusion searches are underway, but it will take some time to work on the position description for the Provost. This position has not been posted yet to her knowledge. She expects the application deadline will not be until January 2020 due to all the logistics that must be done beforehand.

Dr. Addy has had several meetings with the Graduate Student Association leadership since our last Graduate Council meeting. Jennifer Mandelbaum will share more about the topics that were discussed.

5. **Report of the Secretary of the Graduate Council** (Murray Mitchell)
Dr. Mitchell shared that the Graduate School is continuing to find ways to work with our new web site to ensure that the information folks need is available. There remain a couple of issues that are not quite where we wish them to be. Your patience as we work through these access issues is appreciated.

Overall, we continue to do our best to keep up with providing timely and helpful assistance to students, faculty and staff. As ever, if you or your colleagues run into an issue where you are feeling like you are not getting the kind of help you need, please let him know.

In the very near future, an online tutorial for students seeking guidance for preparing their thesis or dissertation for submission will be available. This format is intended to be in addition to, not instead of personal face-to-face sessions. We appreciate that students learn in different ways. I will also ask that committees continue to encourage students to submit their work for a format check at the time of approval of their proposal—meaning you ask for that kind of format in their proposal and they have the chance to get this hurdle out of the way early in the process and can then focus on the substantive content of their work when they try to wrap everything up at the end of the semester to graduate.

6. **Report on Professional Development** (Murray Mitchell for Heather Brandt)
There are currently no updates regarding Scholarly Initiatives.

We continue to make edits and work to improve the information on the website. We have been working on adding in the graduate faculty information, GTA/GIA/ITA training information, and Graduate School program coordinator assignments. If you have recommendations or questions, please contact Heather Brandt, hbrandt@sc.edu.

We have four professional development programs remaining for fall 2019. Registration information for

these events is available on the Graduate School calendar on the Graduate School website
(sc.edu/gradschool).

- **November 1:** Writing Your Teaching Philosophy, Part 2
- **November 7**: Start Smart
- **November 8**: Start Smart Focus on Faculty Negotiation (required prior attendance at basic Start Smart)
- **November 22**: Getting the Mentoring You Need Webinar

In addition, we have been working with the University Libraries on upcoming programs for graduate
students, which is in addition to the previously posted and promoted schedule of professional
development offerings. The following information was sent out through the graduate students, graduate
directors, and program administrators' listservs earlier today. University Libraries, with the Graduate
School, is pleased to offer **SHARPGrads** – the **S**kills, **H**abits, **a**nd **R**esearch **P**rogram for Graduate Students
at the University of South Carolina. SHARPGrads is a free, two-day workshop series where graduate
students will gain experience with skills and tools to do research in the digital age. This event will take
place December 12 – 13, 2019 from 9:00 am – 3:00 pm at Thomas Cooper Library. Topics discussed will
include: Text and content mining; Data visualization; Data management; Creating an effective online
research presence; Discipline-specific content; and much more!

Registration is limited to the first 50 graduate student applicants. **Reserve your space now**! If you have
questions, please contact Digital Research Services at University Libraries at **digres@mailbox.sc.edu**.

7. **Report of the Graduate Student Association Representative** (Jennifer Mandelbaum)
   Jennifer shared with the Council that during their meetings with Dr. Addy, they discussed increasing the
   minimum stipend for graduate assistants since that the amount has not increased in ten years and
   potentially having a reduced tuition rate for having a graduate assistantship.

   Over the past years, there has been a concern that some international students have about
   their work hours. They feel that they don't have the ability to say "no" when asked to work additional
   hours outside of the hours they are being paid for per week. They are concerned about their visa statuses.

   Dr. Addy added she is proposing that a work agreement detailing work expectations and responsibilities be
   provided to each graduate assistant at the time of hire. In addition, she will push for a policy that will
   enable graduate assistants to formerly file a complaint in addition to our existing Grievances, Appeals and
   Petitions Committee. She would like for this policy to be printed in the proposed work agreement.

8. **Report of the Academic Policy and Practices Committee** (Jim Mensch)
   Dr. Mensch reported that the proposal for the procedural change of Special Topics Courses to no longer go
   through the Graduate School was discussed by the Committee. It was agreed by a majority that this is a
   good move. The undergraduate courses are sent directly to the Registrar's office to be added to the
   database; so, the graduate courses will now follow the same procedure.

   Dr. Mitchell added that once this proposal has been formerly approved, Special Topics Courses will no
   longer be included on the Graduate Council's Agenda and Minutes. Departments will have to look on the
   database for their courses.

9. **Report of the 500/600 Level Courses, Distributed Learning and Special Topics Courses**
   (Murray Mitchell)

   This report is presented to Council for informational purposes only; no action is necessary.

   500/600 Level Courses
   (CCP = Course Change Proposal; NCP=New Course Proposal)

   ACCT 590 (3) Special Topics in Accounting—Analytics in Accounting (Spring 2020)
   ANTH 569 (3) International Development and the Environment (CCP: Fall 2020)
   BIOL 645 (1) Change to BIOL 497 (CCP: Fall 2020)
   BMEN 589 (3) Bio Nano/Micro Electro-Mechanical Systems (Spring 2020)
   BMEN 589(3) Biosensing Fundamentals and Applications (Spring 2020)
   CRJU 591 (3) Adolescent Mentoring [Cross-list with WGST 598] (Spring 2020)
   CSCE 590 (3) From Innovation to Startup in Computing (Spring 2020)
   ECHE 589 (3) Heterogeneous Catalysis (Spring 2020)
   ECON 510 (3) Experimental Economics (CCP: Fall 2020)
   ECON 511 (3) Senior Seminar in Economics (CCP: Fall 2020)
   ECON 514 (3) The Economics of Terrorism (CCP: Fall 2020)
   ECON 555 (3) Game Theory in Economics (CCP: Fall 2020)
   ECON 562 (3) Public Finance (CCP: Fall 2020)
   EDLP 517 (3) Law & Policy Studies in Education (NCP: Fall 2020)
   EMCH 561 (3) Machine Learning for Mechanical Engineers (Spring 2020)
   ENHS 592 (3) Disasters, Catastrophes, and their Management (Spring 2020)
   ENVR 501 (3) Decolonizing the Environment: Race, Nature, Power (Spring 2020)
   HRTM 590 (3) Game of Thrones (Summer 2020)
   MSCI 599 (3) Oceans and Human Health: An Ecosystem and Public Health Perspective (Spring 2020)
   MUSC 544 (3) Music of Africa (Spring 2020)
   MUSC 584 (3) Workshop in Music: Leadership in Music Education (Spring 2020)
   RUSS 598 (3) Russian Song (Spring 2020)
   SPAN 575 (3) Special Topics in Spanish (NCP: Fall 2020)
   SPTE 590 (3) Advanced Sales in Sport and Entertainment Business (Spring 2020)
   SPTE 590 (3) Big Data and Analytics in HRSM (Spring 2020)
   SPTE 590 (3) Broadway Live (Spring I 2020)
   SPTE 590 (3) Business of Broadway (Spring 2020)
   SPTE 590 (3) Communication in Sport (Spring 2020)
   SPTE 590 (3) Sports Economics (Spring 2020)
   SPTE 590 (3) The Business of Baseball (Spring I 2020)
   THEA 558 (3) Draping for the Modern Silhouette (NCP: Fall 2020)
   WGST 598 (3) Adolescent Mentoring [cross-list with CRJU 591] (Spring 2020)

   Distributed Learning Proposals
   None at this time.

Special Topics Course Proposals

ACCT 590 (3) Special Topics in Accounting—Analytics in Accounting (Spring 2020)
BMEN 589 (3) Bio Nano/Micro Electro-Mechanical Systems (Spring 2020)
BMEN 589(3) Biosensing Fundamentals and Applications (Spring 2020)
CRJU 591 (3) Adolescent Mentoring [Cross-list with WGST 598] (Spring 2020)
CSCE 590 (3) From Innovation to Startup in Computing (Spring 2020)
CSCE 790 (3) Computer Systems Security (Spring 2020)
CSCE 790 (3) Quantum Computing and Information (Spring 2020)
CSCE 790 (3) Special Topics in Neuromorphic Computing (Spring 2020)
CSCE 790 (3) Wireless and Mobile Systems for the IoT (Spring 2020)
ECHE 589 (3) Heterogeneous Catalysis (Spring 2020)
ECHE 789 (3) Electrochemical Systems Modeling (Spring 2020)
EMCH 561 (3) Machine Learning for Mechanical Engineers (Spring 2020)
ENCP 789 (3) Fundamentals of Project Planning and Management (Spring 2020)
ENHS 592 (3) Disasters, Catastrophes, and their Management (Spring 2020)
ENVR 501 (3) Decolonizing the Environment: Race, Nature, Power (Spring 2020)
HIST 700 (3) Race, Civil Rights, and the Law [cross-list with WGST 796] (Spring 2020)
HRTM 590 (3) Game of Thrones (Summer 2020)
HSPM 716 (3) Quantitative Methods for Health Administration (Spring 2020)
JOUR 790 (3) Social Media Research and Analytics (Spring 2020)
MSCI 599 (3) Oceans and Human Health: An Ecosystem and Public Health Perspective (Spring 2020)
MUSC 544 (3) Music of Africa (Spring 2020)
MUSC 726 (3) Music Cognition (Spring 2020)
MUSC 744 (3) Music and Political Economy (Spring 2020)
MUSC 744 (3) Music and Shakespeare 1600-Present (Spring 2020)
MUSC 744 (3) Opera in the Long Nineteenth Century (Spring 2020)
MUSC 766 (3) Improvisation for Beginning to Advanced Pianists (Spring 2020)
POLI 792 (3) Current Readings in Comparative Politics (Spring 2020)
POLI 797 (3) Non-Profit Management (Spring 2020)
PSYC 888 (3) Integrated Biomedical-Behavioral Seminar (Spring 2020)
RUSS 598 (3) Russian Song (Spring 2020)
SPTE 590 (3) Advanced Sales in Sport and Entertainment Business (Spring 2020)
SPTE 590 (3) Big Data and Analytics in HRSM (Spring 2020)
SPTE 590 (3) Broadway Live (Spring I 2020)
SPTE 590 (3) Business of Broadway (Spring 2020)
SPTE 590 (3) Communication in Sport (Spring 2020)
SPTE 590 (3) Sports Economics (Spring 2020)
SPTE 590 (3) The Business of Baseball (Spring I 2020)
WGST 598 (3) Adolescent Mentoring [cross-list with CRJU 591] (Spring 2020)
WGST 796 (3) Race, Civil Rights, and the Law [cross-list with HIST 700] (Spring 2020)

10. **Associate Graduate Faculty Nominations** (Murray Mitchell)

          Name: **Lauren LeJeune** (PhD)
          Program: Educational Studies
          Term: Fall 2019 – Fall 2025

          This nomination was unanimously approved by Graduate Council.

11. **Fellowships and Scholarships Committee** (Jean Ellis)
    Dr. Ellis shared the following update:

- Info on materials needed for each of the Graduate School fellowships and awards has been updated on the Graduate School website.
- Graduate School staff are working out a solution for Graduate Directors to be able to nominate incoming and returning students for awards. This will not be done via GMS as in years past. It is possible the process used this year will be a temporary solution while we work towards a permanent solution for 2020-21.
- When the nomination/application process opens early in the Spring semester, Graduate Directors will be notified via email. The email will include a "one-stop shop" resource with links to each award for ease of access.
- It may be worth notifying folks now of the two major changes for the Presidential Fellowship process:

   a. Maximum of 2 nominations per program
   b. Both nominations must be submitted in the same round

12. **Report of Science, Math, and Related Professional Programs Committee** (Rick Creswick)

Below is a list of proposals reviewed by the Committee. Each curricular action can be viewed at this Public Agenda review site:

https://www.sc.edu/programproposal/agenda/?id=75&code=GCO

At this Public Agenda link, the individual proposals are not live-linked, but agenda items are listed in alphabetical order. To view the full proposals, GC members and Committee Chairs still need to go to the Committee Review site, and filter for "Committees", then for the "Committee" called "Added to Grad Council agenda."
(CCP = Course Change Proposal; NCP=New Course Proposal)

- **EPID 730** (3) Public Health Surveillance Systems, Public Health, CCP: Fall 2020
- **EPID 741** (3) Intermediate Epidemiologic Methods, Public Health, CCP: Fall 2020
- **EPID 744** (3) Cardiovascular Disease Epidemiology, Public Health, CCP: Fall 2020
- **EPID 763** (3) Nutritional Epidemiology, Public Health, CCP: Fall 2020
- **EPID 765** (3) Reproductive Epidemiology, Public Health, CCP: Fall 2020
- **EPID 768** (3) Psychiatric Epidemiology, Public Health, CCP: Fall 2020

- **EPID 770** (3) Social Epidemiology, Public Health, CCP: Fall 2020
- **EPID 869** (3) Clinical Effectiveness, Public Health, CCP: Fall 2020
- **MSCI 798** (1 - 9) Research In Marine Science, Arts and Sciences, CCP: Fall 2020
- **NURS 724** (3) Education in Nursing, Nursing, CCP: Fall 2020
- **NURS 725** (3) Education: Curriculum and Evaluation, Nursing, CCP: Fall 2020
- **NURS 727** (3) Teaching Practicum in Nursing, Nursing, CCP: Fall 2020
- **NURS 814** (3) Observational Methods, Nursing, NCP: Spring 2020
- **PHYT 740** (3) Professional Issues in Physical Therapy, Public Health, CCP: Fall 2020
- **PHYT 752** (2) Advanced Examination Techniques for Orthopedic Physical Therapy, Public Health, CCP: Fall 2020
- **PHYT 765** (3) Geriatric Physical Therapy, Public Health, CCP: Fall 2020
- **STAT Major / Degree Program**, MS in Statistics, Arts and Sciences, Change to Existing Program: Fall 2020

These proposals were unanimously approved by Graduate Council.

13. **R**epor**t of the Humanities, Social Sciences, Education, and Related Professional Programs Committee** (Robin DiPietro)

    Below is a list of proposals reviewed by the Committee. Each curricular action can be viewed at this Public Agenda review site:

    https://www.sc.edu/programproposal/agenda/?id=75&code=GCO

    At this Public Agenda link, the individual proposals are not live-linked, but agenda items are listed in alphabetical order. To view the full proposals, GC members and Committee Chairs still need to go to the Committee Review site, and filter for "Committees", then for the "Committee" called "Added to Grad Council agenda."
    (CCP = Course Change Proposal; NCP=New Course Proposal)

    - **ACCT 836** (3) Doctoral Seminar in Contemporary Accounting Topics, Business, NCP: Spring 2020
    - **ECON 833** (3) Computational Methods for Economics, Business, NCP: Spring 2020
    - **EDLP Major / Degree Program**, Educational Specialist in Educational Administration, Education, Change to Major / Degree Program: Fall 2020
    - **IBUS 739** (3) Design Thinking for Global Business, Business, NCP: Spring 2020
    - **IBUS 740** (3) Data Analytics for International Business, Business, NCP: Spring 2020
    - **INTE Major / Degree Program,** Elementary Education, M.A.T. (2-6 Certification), Education, Change to Existing Program: Fall 2020
    - **JOUR Major / Degree Program,** Journalism and Mass Communications, M.M.C., Information and Communications, Change to Existing Program: Fall 2020
    - **JOUR Major / Degree Program,** Journalism and Mass Communications, M.A., Information and Communications, Change to Existing Program: Fall 2020
    - **JOUR Major / Degree Program,** Journalism and Mass Communications, Ph.D., Information and Communications, Change to Existing Program: Fall 2020

- **LANG Major / Degree Program,** M.A. in Spanish**,** Arts and Sciences, Change to Major / Degree Program: Spring 2020
- **LING 742** (3) Language and Race, Arts and Sciences, NCP: Spring 2020
- **PEDU 770 (**3) Research Methods in Physical Education and Athletic Training, Education, CCP: Fall 2020
- **SLIS Major / Degree Program,** Library and Information Science, M.L.I.S., Information & Communications, Change to Existing Program: Fall 2020
- **SLIS 701** (3) Introduction to Library and Information Studies, Library and Information Science, CCP: Fall 2020
- **SLIS 702** (3) Introduction to Technical Services, Library and Information Science, CCP: Fall 2020
- **SLIS 703** (3) Introduction to Information Sources and Services, Library and Information Science, CCP: Fall 2020
- **SLIS 704** (3) Introduction to the Management of Libraries, School Libraries, and Information Agencies, Library and Information Science, CCP: Fall 2020
- **SLIS 705** (3 Introduction to Research in Library and Information Science, Library and Information Science, CCP: Fall 2020
- **SLIS 706** (3) Introduction to Information Technologies, Library and Information Science, CCP: Fall 2020
- **SOWK 704** (3) Nonprofit Leadership, Social Work, NCP: Spring 2020
- **SOWK 705** (3) Family Interventions and Family Therapy, Social Work, NCP: Spring 2020
- **SOWK 725,** Advanced Social Work Practice with Families, Social Work, Delete an Existing Course: Fall 2020
- **SOWK 733,** Advanced Social Work Practice with Organizations and Communities: Administrative Skills, Social Work, Delete an Existing Course: Fall 2020

These proposals were unanimously approved by Graduate Council.

14. **Report of the Grievances, Appeals and Petitions Committee** (Bobby Brame)
The Council went into closed session to discuss two student appeals. The Council resumed open session to vote on the appeals.

    The Council voted to deny the appeal for Student #1, with one member abstaining.
    The Council voted to deny the appeal for Student #2, with three members abstaining.

15. **Other Committee Reports**
None at this time.

16. **Old Business**
None at this time.

17. **New Business**
None at this time.

18. **Good of the Order**
Dr. Mitchell asked that all Council members and guests sign in on the roster for accountability purposes.

19.   **Adjournment**
      The meeting was adjourned at 3:06 p.m.

                                                      Murray Mitchell, Secretary

CC:
Bob Caslen, President
Tayloe Harding, Interim Provost
Cheryl Addy, Vice Provost & Dean of the Graduate School
Deans
Department Chairs
Graduate Directors
Aaron Marterer, University Registrar
Elaine Belesky, Office of the Registrar
Malia Kiehl, Office of the Registrar
Tara George, Office of the Registrar