

Graduate Council Minutes

The University of Alabama

April 16, 2019

The regular meeting of the Graduate Council was held in Room 3700 (Ferguson Forum) of the Ferguson Student Center on Tuesday, the 16th day of April in the year 2019 at 3:00pm.

Members Present:

Dr. Ajay Agrawal
Dr. Arthur Allaway
Dr. Marco Bonizzoni
Dr. Sarah Bryant
Dr. Joy Burnham
Dr. Lucy Curzon
Dr. Lisa Davis
Dr. Deidre Leaver-Dunn
Dr. Bill Evans
Dr. Tom Fitzgibbon
Dr. Andrew Graettinger
Dr. Ann Graves
Dr. Peter Harms
Dr. Karri Holley
Dr. Sebrena Jackson
Dr. Aaron Kuntz

Dr. Amy Lang
Dr. Jeffrey Lozier
Dr. Lisa Matherson
Dr. Carmen Mayer
Dr. Mary Meares
Dr. Michele Montgomery
Dr. Angelia Paschal
Dr. Raheem Paxton
Dr. Josh Pierce*
Dr. Daniel Riches
Dr. Cecil Robinson
Dr. Brenda Smith
Dr. Cynthia Sunal
Dr. Amanda Thompson
Dr. Steven Tomlinson
Dr. Mesut Yavuz

Members Absent:

Dr. Albert Pionke
Dr. Debra Whisenant
Dr. Dawn Williams
Dr. Vivian Wright
Dr. Steve Shepard
Dr. Janie Hubbard

Dr. Linda Knol
Dr. Steven MacCall
Dr. Alice March
Dr. Sharif Melouk
Dr. Jenny Shaw

Ex-Officio Members:

Dr. Susan Carvalho, Dean of the Graduate School and Associate Provost

Graduate School Representatives Present:

Dr. Andrew Goodliffe, Associate Dean
Ms. Catherine Walker, Executive Sec.
Dr. Cathy Pagani, Associate Dean
Mr. Stanley Pickering, Office Associate
Ms. Beth Yarbrough, Registrar
Ms. Lesley Campbell, Director of
Recruitment

Student Representatives Present:

Ms. Keisha Cook

Guests Present:

Dr. Carmen Jones
Dr. Virginia Bishop
Dr. John Mittenenthal

I. Welcome and Introduction

Dean Carvalho opened the meeting by welcoming everyone and introducing a new system for taking attendance, via a Qualtrics survey. Members indicated their attendance by responding to the survey.

Minutes from the previous meeting were approved without amendments.

II. Reports from Graduate Council Committees

A. Admissions and Recruitment: Dr. Andrew Graettinger, Chair

1. Accelerated Master's Program in Biology MA

Beth Yarbrough pointed out that a course listed as a 400-level class in the example curriculum could be listed as a 500-level class. This change will be made prior to submission to the system office. The AMP proposal was then unanimously approved as amended.

2. Accelerated Master's Program in American Studies

Proposal approved unanimously.

3. AMP Admissions Test Waiver, American Studies

Proposal approved unanimously.

4. GRE Waiver Request in Instructional Leadership PhD program

The proposal would allow the department to evaluate an applicant's writing sample in lieu of a GRE score. The proposal was approved unanimously.

5. GRE Waiver Request in Population Health MS

This proposal was withdrawn by Andrew Goodliffe.

B. Fellowships and Scholarships: Dr. Mary Meares, Chair

Dr. Meares thanked the committee and Associate Dean Goodliffe for their work this year. There was discussion about the processes for nominations, offers, and acceptances of fellowship awards. Dr. Bonizzoni asked why the NAA Fellowships had so many more nominations this year than last. Andrew Goodliffe answered that it seems that faculty are getting more accustomed to new process for nominations where they are open to all programs. There was a question about whether the amount of the awards for the NAA pool is static. Andrew Goodliffe answered that at the current time the funding supplied by the National Alumni Association is fixed.

Dr. Meares took the opportunity to remind everyone about the Fellowship Enhancement Program, where departments can add top-off funding of up to \$4000,

that will be matched by the Graduate School. Dr. Smith observed that the FEP program can cause inequities between fellowship students and assistantship students.

C. **Teaching, Research and Service Awards**: Dr. Vivian Wright, Chair

Associate dean Pagani thanked the committee on behalf of Dr. Wright, who was unable to attend the meeting. She encouraged Council members to continue to nominate exceptional students for these awards.

D. **Graduate Curriculum Committee**: Dr. Daniel Riches, Chair

1. Certificate in Book Arts, Communication & Information Science

Proposal approved unanimously.

2. Concentration, Marketing Communication Management, Advertising & Public Relations (MA), Communication & Information Science

Proposal approved unanimously.

3. Concentration in Health Communication, C&IS (Ph.D.), Communication & Information Science

Beth Yarbrough felt that the table of proposed courses needed clarification. Because two of the courses had variable hours, she felt that the proposal should reiterate here that the degree requires a minimum of 30 credit hours.

The proposal was approved as amended.

4. NISP, Curriculum and Instruction (Ed.D.), Curriculum & Instruction, Education

Proposal approved unanimously.

5. NISP, Curriculum and Instruction (Ph.D.), Curriculum & Instruction, Education

Proposal approved unanimously.

6. Proposal, MIS (MS), Information Systems, Statistics, and Management Science, Culverhouse College of Business

Dr. Mittenthal was present as special guest, to explain his involvement with the proposal development. He also explained the differences between this and other programs offered by MIS.

Proposal approved

E. **Graduate Academic Policy**: Dr. Aaron Kuntz, Acting Chair

As an information item, the committee presented a draft of the revised policy on virtual faculty participation (via videoconference) for thesis and dissertation defenses. Dr. Bonizzoni presented the key changes:

- Having one committee member participate via videoconference can be considered routine – there would not need to be further approval in these cases.
- Permission would have to be sought if the committee chair will be participating virtually or if more than one member is participating virtually.

There was discussion about whether the financial burden, on the student or on faculty, would be considered sufficient grounds for allowing virtual participation, specifically if the financial burden consists only of the flight costs.

Dr. Kuntz stated that it is important that conversations take place between the students and the committee chair, before allowing virtual participation. Dr. Graves pointed out that the wording of the draft policy was very effective.

III. **Reports from the Dean's Office and Academic Affairs**

1. Dr. Pagani announced the upcoming Dissertation Writing Retreat that will help foster community across disciplines.
2. Dr. Pagani announced the Fall GTA Orientation, and reminded everyone that it is required for all new GTAs.
3. Dr. Pagani updated Council members about the Publisher-in-Residence initiative.
4. Dr. Goodliffe discussed application/admission trends, and measures being taken to shorten the timelines between when applications are received and when students are admitted.
5. Dr. Carvalho thanked the Council members who are rotating off the Council, and welcomed new members.
6. 2019-2020 Council Meeting Dates:
 - a. Sept 10 , 2019
 - b. Nov 12, 2019
 - c. Feb 4, 2020
 - d. Mar 31, 2020

IV. **Reports from Standing University Committees**

None to report.

V. **New Business**

VI. **Adjournment**

The meeting adjourned at 4:33 p.m.

Graduate Council Meeting

April 16, 2019

3:00-4:30 pm

Ferguson Forum

Agenda

- I. Welcome and Introduction
- II. Approval of Minutes from 02/05/2019 meeting
- III. Graduate Council Committees
 - A. Admissions & Recruitment
 - B. Fellowships & Scholarships
 - C. Teaching, Research & Service Awards
 - D. Program and Degree Requirements, Research and New Programs
 - E. Committee on Graduate Academic Policy
- IV. Reports from the Dean's Office and Academic Affairs
- V. Reports from Standing University Committees
- VI. New Business
- VII. Adjournment



Review and approval of the minutes from February 5, 2019



Committee on Admissions and Recruitment

Dr. Andrew Graettinger, Chair

- Accelerated Master Program MA Biology
 - American Studies AMP
 - American Studies AMP Admission Test Waiver
 - Instr. Leadership PhD GRE Waiver Request
 - Population Heath GRE Waiver Request
-

Committee on Fellowships and Scholarships

Dr. Mary Meares, Chair

- Graduate Council and National Alumni Association
-

Committee on Teaching, Research & Services Awards

Dr. Vivian Wright, Chair



Graduate Curriculum Committee

Dr. Daniel Riches, Chair

- Certificate, Book Arts, C&IS
 - Motion: That the Graduate Council approve the Certificate as presented.
- Concentration, Marketing Communication Management, Advertising & Public Relations (MA), C&IS
 - Motion: That the Graduate Council approve the concentration as presented.
- Concentration, Health Communication, Communication and Information Sciences (PhD), C&IS
 - Motion: That the Graduate Council approve the concentration as presented.



Graduate Curriculum Committee

Dr. Daniel Riches, Chair

- NISP, Curriculum and Instruction (EdD), Curriculum and Instruction, Education
 - Motion: That the Graduate Council approve the NISP as presented.
- NISP, Curriculum and Instruction (PhD), Curriculum and Instruction, Education
 - Motion: That the Graduate Council approve the NISP as presented.
- Proposal, MIS (MS), Information Systems, Statistics, and Management Science, Business
 - Motion: That the Graduate Council approve the proposal as presented.



Committee on Graduate Academic Policy

Dr. Aaron Kuntz, Acting Chair

- Virtual Participation Guidelines
-

Committee on Graduate Academic Policy

Virtual Participation Guidelines Draft

Report from the Dean's Office and Academic Affairs

Thank You for Serving!

- **Albert Pionke (AS)**
- **Dawn Williams (AS)**
- **William A. Evans (CIS)**
- **Mary Meares (CIS)**
- **Vivian Wright (ED)**
- **Andrew Graettinger (ENG)**
- **Angelia Paschal (HES)**
- **Ann Graves (NUR)**
- **Debra Whisenant (NUR)**
- **Keisha Cook (AAGSA)**
- **Rainer Robinson (AAGSA)**
- **Bryant Abbott (GSA)**

Welcome New Council Members

Susan Appel (NUR)

Kagendo Mutua (ED)

Paul Huebner (ENG)

Wei Song (ENG)

Awaiting Submission of A&S and CIS

Reports from Standing University Committees

New Business

Adjourn

2019-2020 Meeting Dates

September 10, 2019

November 12, 2019

February 4, 2020

3:00-4:30pm in Ferguson Forum