

UNIVERSITY OF SOUTH CAROLINA GRADUATE COUNCIL MINUTES April 27, 2009



The Graduate Council met on Monday, April 27, 2009 at 2:00 p.m. in room 311 of the Byrnes Building.

Graduate Council members present: Dr. Zach Kelehear, Chair; Drs. Marianne Bickle, Nancy Brown, Xiaomin Deng, Scott Huebner, Satish Jayachandran, Murray Mitchell, Donna Shannon, Andrew Shifflett, Ognian Trifonov, Irma VanScoy, George Voulgaris, and Mike Wyatt; Stephen Mann

Graduate Council members absent: Drs. JoAnne Herman, Lucia Pirisi-Creek, Francisco Sanchez, Shirley Staples Carter, and Nic Ularu

Graduate School Representatives: Dr. James Buggy, Interim Dean; Dr. Nancy Zimmerman – excused absence; Mr. Dale Moore; Janice Byrd

Provost Office Representative: Dr. Kristia Finnigan

Guests: Drs. Erik Drasgow, Kurt Goblirsch, Michelle Jay, and Frank Roach

NOTE: These minutes will become final on June 04, 2009, if not challenged.

1. Chair's Remarks (Zach Kelehear)

Dr. Kelehear called the meeting to order at 2:02 p.m.

 Approval of minutes (Minutes of the March 23, 2009 meeting). The minutes were reviewed electronically and approved by the Council. [A copy of Minutes are on file at The Graduate School; also posted on The Graduate School website at http://gradschool.sc.edu/gradcouncil/minutes/]

- 3. Report of the Academic Policy and Practices Committee (Zach Kelehear)
 - Dr. Kelehear reminded the Council of the following approval from the March 23, 2009 Graduate Council meeting:

APPROVED

The following recommendation was made by the Academic Policy and Practices Committee to Graduate Council:

The charge of the Academic Policies and Practices Committee is to study, review, and propose policies and practices regarding academic policies and regulations of the Graduate School. The topics and policies for consideration and/or review may arise during deliberations of the Graduate Council or its committees, or may be referred to the Committee by the Provost, the Dean of the Graduate School, the Graduate Faculty, or individual graduate faculty members. The Committee makes recommendations to the Dean of the Graduate School or to the Graduate Council as appropriate. [It has been the Council's practice for some years for the immediate past chair of the Graduate Council to chair this committee.] The vice chair of the Graduate Council shall chair the Academic Policies and Practices Committee and the immediate past chair of the Graduate Council shall serve as a member of the committee.

The Council voted and approved the change to the *Graduate Council Manual*.

- 4. Report of the Interim Dean of The Graduate School (James Buggy)
 - Dr. Buggy reported on a March 26, 2009 meeting with the Commission on Higher Education (CHE) concerning the creation of a South Carolina Graduate Professional Alliance. This group will meet periodically to address issues of common interest in graduate education. The provosts and graduate deans from the three research universities would be permanent members. The other comprehensive universities would have rotating membership; currently Winthrop, South Carolina State University, and The Citadel are members. The senior academic officer of the Technical College System will also be part of the group. The committee discussed CHE's concern over an increase in graduate degrees being offered by for profit online institutions and ways for the public institutions to cooperate to better serve the needs of the state. Recently, CHE released a report, *Leveraging* Higher Education for a Stronger Carolina. This report was developed by a blue ribbon panel commissioned to examine the role of higher education in South Carolina. The report acknowledges that resources for graduate education if South Carolina are needed to promote economic development.
 - Dr. Buggy discussed the Spring Graduate Directors and Program Administrator's meeting held on April 15, 2009. At this meeting, the following was discussed:
 - Graduate Student Day. The award winners and photos available at http://gradschool.sc.edu/gsd/2009/index.htm. Surveys have been sent to oral and poster presenters in an effort to receive constructive feedback.
 - o Fall TA Training
 - Graduate Instructional Assistant (GIA)/ Graduate Teaching Assistant (GTA) Workshop - August 12 and 13, 2009.
 Departments must register students for TA Training Registration by July 27, 2009. Students do not register

- themselves. Information available http://www.gradschool.sc.edu/tatrain/.
- International Teaching Assistant (ITA) Training Workshop and Assessment will be held Monday August 10th and Friday August 14th, 2009. International students must successfully complete this training as well as GIA/GTA training before they will be allowed to serve as a GIA/GTA. Please contact Alexandra Rowe at <u>Alexandra Rowe@epi.sc.edu</u> to register your students.
- Dr. Buggy asked the Graduate Directors if a workshop for Research Assistants should be held. Many of them agreed.
 Dr. Buggy plans to contact the Office of Research Compliance to ask if they could assist in organizing the workshop.
- Dr. Zimmerman emailed Graduate Faculty members a link to electronically cast their ballot for the 2009-2010 Council membership. The last day to submit ballots is Tuesday, May 5, 2009.
- o The Bulletins have been outsourced to a vendor for a web-based version. The first draft of the new Graduate Bulletin is now available at http://catalog.sc.acalog.com/. Dr. Buggy stressed that it is important for department to review their faculty list because currently the bulletin displays some inaccurate information. Also, admission standards and degree requirement information in the bulletin should match what is in a program website, and the bulletin information is official.
- Additions and/or revisions to the graduate application and the program-specific supplementals are due to CollegeNet by June 1, 2009. For information on how to review and submit revisions, see http://www.gradschool.sc.edu/gradstaff/annualupdate/.
- O Graduate Assistant (GA) stipends. Programs are encouraged to provide competitive GA stipends to attract the most highly qualified graduate students. See <u>Graduate Life 2008- Provost Study Group Report.pdf</u> and the <u>USC section of Chronicle Stipend Survey 2008</u> from http://chronicle.com/weekly/v55/i15/15a00102.htm. 2009-10 revision of the minimum stipend for appointment of Graduate Assistants: Stipend Range \$1,200 minimum for fall or spring semester for not more than 10 hours per week. \$600 minimum per summer session for not more than 10 hours per week. See <u>Council of Academic Deans Recommendation on 2009-10 Graduate Assistantship Policy Changes</u>.
- Communication with graduate students. Dr. Buggy stated that many students do not receive information via the GSTUDENTS listserv because they have not updated their @mailbox.sc.edu email addresses. Students can now visit http://www.gradschool.sc.edu/current/forwardemail.htm to get directions on how to forward their email to the email address they use.
- A web-based exit survey has been sent to all graduate students who have applied for a spring 2009 degree.
- Dr. Buggy reminded the Council that effective January 1, 2009 all USC students must present proof of citizenship or lawful presence in the U.S. before enrolling. This policy (ACAF 3.40) has been adopted by the University in order to comply with section 59-101-430 of the South Carolina Code of Laws, as amended, which requires that lawful presence in the United States

is verified before enrollment at any public institution of higher education. Verification of immigration status for non-citizens will be conducted by International student officials. For more information, students and faculty can visit http://registrar.sc.edu/html/citizenshipverification.stm.

- To improve communication, the <u>Graduate Directors webpage</u> now has <u>links</u> to meeting agendas, announcements, and documents of interest.
- 5. Report of the Associate Dean / Secretary of the Graduate Council (Nancy Zimmerman excused absence)
- 6. Report of the Graduate Student Association Representative (Stephen Mann)
 - Mr. Mann introduced the Council to the elected Graduate Student Association (GSA) representative to serve on the Graduate Council for the 2009 – 2010 term, Andrea Adams.
 - Dr. Buggy and the Council thanked Mr. Mann for his service to the Graduate Council during the 2008-2009 term and welcomed Ms. Adams.
- 7. Other Committee Reports
 None
- 8. Report of the Committee on 500/600 Level Courses, Distance Education, and Special Courses (Nancy Zimmerman excused absence)

Faculty Senate Committee on Curricula and Courses met on April 10, 2009.

No additional action taken on course proposals returned to units after the October 17, 2008 or November 14, 2008 meetings – no revisions received from units:

ECHE 573 - new

ENHS 664 - title and description

Approvals:

FREN 510- description

FREN 517 [=LING 502] - prerequisite

LING 502 [=FREN517] - prerequisite

GERM 410 - change number to 510 and description

STAT 590 – deletion and curriculum

THEA 569 - new

THEA 583 - new

ACCT 506 – new (withdrawn and resubmitted)

CSCE 510 - prerequisite

CSCE 520 - prerequisite

CSCE 531 - prerequisite

CSCE 547 - prerequisite

CSCE 552 - prerequisite

CSCE 565 - prerequisite

CSCE 574 - prerequisite

CSCE 612 - prerequisite

CSCE 563 - prerequisite

Not approved - returned to unit for revisions:

ARAB 315 - change number to 615

FREN 315 - change number to 615

GERM 315 - change number to 615

GREK 314 - change number to 614 and description

GREK 315 - change number to 615 and prerequisite

ITAL 315 - change number to 615

LATN 314 - change number to 614 and description

LATN 315 - change number to 615 PORT 315 - change number to 615

RUSS 315 - change number to 615 and prerequisite RUSS 316 - change number to 616 and prerequisite

SPAN 315 - change number to 615

The next meeting of the Committee on Curricula and Courses will be held May 8, 2009 at 1:30 PM.

TIP Approvals:

MGMT 719	ACCT 728
MGMT 720	ACCT 729
MGMT 722	ECON 720
MGMT 723	FINA 745
MGMT 724	FINA 746
MGMT 725	FINA 760
MGMT 726	MGSC 791
MGMT 728	MGSC 796
MGMT 729	MKTG 701
MGMT 730	NURS 722
MGMT 771	NURS 810
MGMT 772	MGMT 801
MGMT 782	

Special Topics Graduate Course Request Approvals Fall 2009:

BADM 780E	MUSC 744S
EMCH 561A	PSYC 888K
EMCH 561N	RELG 592J
ENGL 890G	SPTE 590A
JOUR 563D	THEA 577A
MATH 788F	

Special Topics Graduate Request Approvals Maymester 2009:

RELG 594M ENVR 501M

Special Topics Graduate Request Approvals Summer II 2009:

THEA 599A RELG 592N

SOWK 768A

9. **Fellowships Committee** (James Buggy)

 Dr. Buggy advised the Council that the Fellowships Committee recently met to select recipients for Summer Dissertation Fellowships and Graduate Incentive Continuing Scholarships. Once confirmed, the names will be posted on the Graduate School website (http://gradschool.sc.edu/support/).

10. Report of the Humanities, Social Sciences, Education, and Related Professional Programs Committee (Murray Mitchell)

COLLEGE OF ARTS AND SCIENCES

Languages, Literatures, and Cultures

Course Change Proposal: APPROVED

From: GERM 705 History of the German Language (3)
Relationship of German to the other Germanic
languages. Phonological and morphological
development of German. Attention also to syntax,

vocabulary, and dialects.

{=LING 733}

Prereq: Reading knowledge of High German

To: GERM 516 History of the German Language (3)
Development of German in the Germanic, Old High
German, Middle High German, and New High German
periods. Phonology, morphology, syntax, semantics,
and the relationship between dialects and the
standard language.

{=LING 733} Prereq: None

[Effective: Fall 2009]

Linguistics

Course Change Proposal:

APPROVED

From: LING 733 History of the German Language (3)
Relationship of German to the other Germanic languages. Phonological and morphological development of German. Attention also to syntax, vocabulary, and dialects.

{=GERM 705}

To: LING 733 History of the German Language (3)
Development of German in the Germanic, Old High
German, Middle High German, and New High German
periods. Phonology, morphology, syntax, semantics,
and the relationship between dialects and the
standard language.

{=GERM 516}

Psychology

New Course Proposal:

APPROVED

PSYC 751 Race, Class, Gender, and Sexuality (3)

Historical and contemporary dimensions of social inequality centered in race, social class, gender, and sexuality.

{=WGST 705 and SOCY 705}

[Effective: Fall 2009]

Theatre and Dance

Course Change Proposal: APPROVED

From: THEA 790 Professional Theatre Internship (3-9)

Prereq: M.F.A. degree candidate status

To: THEA 790 Professional Theatre Internship (3-9)

Prereq: Graduate standing and permission of area head

[Effective: Fall 2009]

COLLEGE OF EDUCATION

Department of Educational Studies

Course Change Proposal: APPROVED

From: <u>EDRM 840 Methods of Ethnographic Description (3)</u>
Theory, methodology and practice of ethnographic

research. Students will conduct research in applied settings using participant observation and interviews.

Prereq: EDRM 740

To: EDRM 840 Advanced Qualitative Inquiry in Education

(3)

Theory, methodology and practice of qualitative research in educational settings. Students will conduct research in applied settings using qualitative data collection methods including observations, interviews, focus groups, and document analysis.

Prereg: EDRM 740

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APPROVED

M.Ed. in Special Education

- Deleted redundant information from the Admission Section list of requirements that is also included in the Exams and Certification Section list of requirements.
- 2. Changed total program course credits from 39 to 36 hours by eliminating one elective. The total number of required hours is still consistent with other M.Ed. programs in special education at other major universities.
- 3. Made the following course changes:
 - a. Professional Core Requirements: Deleted EDEX 792 (Issues in Special Education) because faculty analysis of student feedback and performance indicated that contemporary issues in special education would be more effectively addressed by being embedded in other required courses. Added EDEX 715 (Applied Behavior Analysis in Special Education) to place greater emphasis on best-practices evidence-based procedures in the field of special education.
 - b. Early Childhood Special Education: Deleted EDEX 785 (Language Impairment in Children) because the course content has been embedded in another course (EDEX 615; Curriculum and Language Instruction for Students with Severe and Multiple Disabilities). Students in this program had 6 hours of electives and an approved course. Now they will have only 3 hours of electives. Added EDEX 713 (Practicum in Instruction of Exceptional Children I) because faculty analysis of student feedback indicates that students would benefit from additional applied experience. Changed 714P to 714E and 891P to 891N to be consistent with suffix changes in recently approved course changes.
 - c. Emotional Disabilities, Learning Disabilities, and Mental Retardation: Added EDEX 691 (Inclusion: Co-Teaching Students with Mild Disabilities) because it better prepares our students for the current inclusive practices in schools.
 - d. Mental Retardation: Changed 714M to 714MM and 891M to 891MM to be consistent with suffix changes in recently approved course changes.
 - e. Severe and Multiple Disabilities: Deleted EDEX 785 (Language Impairment in Children) because the course content has been embedded in another course (EDEX 615; Curriculum and Language

Instruction for Students with Severe and Multiple Disabilities). Added EDEX 717 because it enables our students to meet requirements leading toward national certification in behavior analysis. Changed 714M to 714S to be consistent with suffix changes in recently approved course changes.

f. Electives: Changed the number of electives for each area to correspond to the overall required hours.

[Effective: Fall 2009]

New Course Proposal:

APPROVED

EDEX 717 Research and Ethics in Behavior Analysis (3) Single-case methodology and research; legal, ethical, and professional issues in behavior analysis.

Prereq: EDEX 610 or EDEX 715

[Effective: Spring 2010]

COLLEGE OF HOSPITALITY, RETAIL, AND SPORT MANAGEMENT Sport and Entertainment Management

Course Change Proposal: APPROVED

From: SPTE 799 Thesis Preparation (3-6)

Thesis preparation in sport and entertainment

management.

Prereq: Department permission

To: SPTE 799 Thesis Preparation (1-6)

Thesis preparation in sport and entertainment

management.

Prereq: Department permission

[Effective: Summer 2009]

11. **Report of Science, Math, and Related Professional Programs Committee** (Mike Wyatt)

ARNOLD SCHOOL OF PUBLIC HEALTH

Health Promotion, Education, and Behavior

Curriculum and Bulletin Change:

APPROVED

M.S. degree in Health Promotion, Education, and Behavior The Department of Health Promotion, Education, and Behavior has voted to terminate the M.S. degree (both the thesis and project options), and requests approval of this action by the Arnold School of Public Health and the USC Graduate Council. This action is requested because of the long history of low enrollment and graduation rates in the program. The internal end date for the degree program will be Spring 2011.

[Effective: Fall 2009]

COLLEGE OF ARTS AND SCIENCES

Biological Sciences

Curriculum and Bulletin Change:

APPROVED

Ph.D. and M.S. Degrees in Biological Sciences
Changes are in response to a recent email from Associate
Dean Nancy Zimmerman: "It has come to the Graduate

Dean Nancy Zimmerman: "It has come to the Graduate School's attention that there is a handbook given to graduate students in the biological sciences outlining specific requirements that are not listed in the Graduate Bulletin. Graduate program requirements are to be transparent and stated explicitly in the Graduate Bulletin. The requirements for biological sciences are stated in only the most general terms." The text of the new version was reviewed by the Department's Graduate Studies Committee and approved by the Department of Biological Sciences faculty at a general Faculty Meeting on March 30, 2009. The internal handbook will be revised over the summer to conform to this text.

Mathematics

Course Change Proposal: APPROVED

From: MATH 706 Numerical Linear Algebra (3)

Matrix factorization; iterative methods including preconditioning, iterative methods of eigenvalue problems, singular value decomposition, least squares. Includes theoretical development of concepts and practical algorithm implementation.

Prereq: MATH 700 or consent of the department

To: MATH 709 Foundations of Computational Mathematics II (3)

Vectors and matrices; QR factorization; conditioning and stability; solving systems of equations; eigenvalue/eigenvector problems; Krylov subspace iterative methods; singular value decomposition. Includes theoretical development of concepts and practical algorithm implementation.

Prereq: Math 544 or 526, or equivalent upper level undergraduate courses in Linear Algebra

[Effective: Fall 2009]

Course Change Proposal:

APPROVED

From: MATH 720 Applied Mathematics I (3)
Methods for solving equations from applied

mathematics and the natural sciences, including a study of boundary value problems, integral equations, and eigenvalue problems using transform techniques, Green's functions, and variational principles.

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Prereq: MATH 555 or equivalent

To: MATH 720 Applied Mathematics I (3)

Modeling and solution techniques for differential and integral equations from sciences and engineering, including a study of boundary and initial value problems, integral equations, and eigenvalue problems using transform techniques, Green's functions, and variational principles.

Prereg: Math 554 and Math 520, or equivalent

Course Change Proposal:

APPROVED

From: MATH 721 Applied Mathematics II (3)

Topics in partial differential equations with emphasis on the equations of the natural sciences; includes classifications of higher order equations, existence and uniqueness of solutions, theory of characteristics, basic properties of elliptic and parabolic equations, Dirichlet and Neumann problems, and the Cauchy problem for hyperbolic equations.

Prereq: MATH 720

To: MATH 721 Applied Mathematics II (3)

Foundations of approximation of functions by Fourier series in Hilbert space; fundamental PDEs in mathematical physics; fundamental equations for continua; integral and differential operators in Hilbert spaces. Basic modeling theory and solution techniques for stochastic differential equations.

Prereq: MATH 720

[Effective: Fall 2009]

Course Change Proposal: APPROVED

From: MATH 723 Advanced Differential Equations (3)

Advanced topics in ordinary and partial differential

equations.

Prereq: MATH 721 or consent of instructor

To: MATH 723 Differential Equations I (3)

Elliptic equations: fundamental solutions, maximum principles, Green's function, energy method and Dirichlet principle; Sobolev spaces: weak derivatives, extension and trace theorems; weak solutions and Fredholm alternative, regularity, eigenvalues and eigenfunctions.

Prereq: Math 703/704 or permission of instructor

Course Change Proposal:

APPROVED

From: MATH 724 Numerical Differential Equations (3)

Techniques for numerically solving differential equations; includes finite difference methods, Galerkin methods, finite element method, and collocation.

To: MATH 726 Numerical Differential Equations I (3)
Elliptic equations: fundamental solutions, maximum principles, Green's function, energy method and Dirichlet principle; Sobolev spaces: weak derivatives, extension and trace theorems; weak solutions and Fredholm alternative, regularity, eigenvalues and eigenfunctions.

Prereg: Math 708/709, or permission of instructor

[Effective: Fall 2009]

Course Change Proposal:

APPROVED

From: MATH 726 Numerical Analysis (3)

Error analysis; approximation of functions by algebraic polynomials, splines, and trigonometric polynomials; divided differences; numerical differentiation; quadrature including Gaussian and Romberg integration; a thorough study of numerical ODEs.

Prereq: MATH 554 or equivalent and MATH 706

To: MATH 708 Foundations of Computational Mathematics I (3)

Approximation of functions by algebraic polynomials, splines, and trigonometric polynomials; numerical differentiation; numerical integration; orthogonal polynomials and Gaussian quadrature; numerical solution of nonlinear systems, unconstrained optimization.

Prereq: Math 554 or equivalent upper level undergraduate course in Real Analysis

Course Change Proposal:

APPROVED

From: MATH 727 Numerical Analysis II (3)

Continuation of MATH 726.

{=CSCE 761} Prereq: MATH 726

To: Delete Course

This course has not been offered for several years. With current changes in the graduate program, it is better for it to be offered as a Selected Topics in Applied Mathematics course (Math 728x). The number 727 will be used for Numerical Differential Equations II. This change is a part of forming a concentration in Applied and Computational Mathematics (ACM) as a part of the graduate program in Mathematics approved by the Department of Mathematics on February 19, 2009.

Deletion Date: April 30, 2009

[Effective: Summer 2009]

Curriculum and Bulletin Change:

APPROVED

M.S. and M.A. Degrees in Mathematics

Please delete the MATH 790 requirement. The 1-credit requirement originated as a seminar opportunity for Masters degree students. Over time it became a skill-training in Maple (a "computer algebra system") and LaTeX (a typesetting program used for mathematical writing) for first year students. As time went on it changed again into a weekly briefing session for all TA's who were teaching the Maple lab sections of calculus (most already know LaTeX already, and in any event it is easy to learn), and attendance at this session is required in each semester that the teaching assignment includes teaching a Maple calculus lab. It is no longer appropriate to award academic credit for this teaching workshop. Since students now regularly present their work in faculty-student seminars, a formal seminar requirement is no longer needed.

[Effective: Fall 2009]

New Course Proposal:

APPROVED

MATH 724 Differential Equations II (3)

Detailed study of the following topics: method of characteristics; Hamilton-Jacobi equations; conservation laws; heat equation; wave equation; linear parabolic equations; linear hyperbolic equations.

Prereq: MATH 723

New Course Proposal:

APPROVED

MATH 727 Numerical Differential Equations II (3)

Ritz and Galerkin weak formulation. Finite element, mixed finite element, collocation methods for elliptic, parabolic, and hyperbolic PDEs, including development, implementation, stability, consistency, convergence analysis, and error estimates.

Prereq: MATH 726

[Effective: Fall 2009]

COLLEGE OF ENGINEERING AND COMPUTING

Computer Science and Engineering

Course Change Proposal: APPROVED

From: CSCE 761 Numerical Analysis II (3)

Continuation of CSCE 760.

{=MATH 727} Prereq: CSCE 760

To: CSCE 761 Numerical Analysis II (3)

Continuation of CSCE 760.

Prereq: CSCE 760

[Effective: Fall 2009]

Curriculum and Bulletin Change:

APPROVED

Department of Computer Science and Engineering

Drop cross listing of CSCE 761 with MATH 727 to support Mathematics request to drop MATH 727 and introduce a new sequence MATH 708-709.

COLLEGE OF NURSING

Course Change Proposal: APPROVED

From: NURS 722 Therapeutic Primary Care Nursing (3)

Primary care nursing of individuals with chronic illnesses and disabilities in primary care settings. Seminars allows students to focus on child or adult

clients.

Prereq: NURS 705 or 706 and a second approved

clinical course

To: NURS 722 Therapeutic Primary Care Nursing: Advanced Practice Management Field Study in

Chronic Disease Management (3)

Advanced Practice Nursing of individuals with chronic illnesses and disabilities across the health care continuum. Field study required.

Prereq: NURS 704, 707, 702

[Effective: Summer 2009]

Course Change Proposal: APPROVED

From: NURS 733 Psychopharmacological Decisions in

Advanced Nursing Practice (1)

(Restricted to master's students in nursing in an advanced clinical practice major or master's graduates with graduate preparation in psychiatric mental health

nursing or in a nurse practitioner program)

Psychopharmacological management of common

mental health programs.

Prereq or coreq: NURS 702

To: Delete Course

Deletion Date: May 15, 2009

[Effective: Summer 2009]

Curriculum and Bulletin Change: APPROVED

Clinical Nursing Program

The CBC is being submitted to reflect the course deletion of NURS 733 (CCP for NURS 733 submitted 3-24-09 for Grad Council Approval) in the Graduate Bulletin.

[Effective: Summer 2009]

12. Report of the Petitions and Appeals Committee (JoAnne Herman)

No report

13. Old Business

14. New Business

Academic Program Policies - Provost's Office (Kristia Finnigan)

 Dr. Finnigan shared with the Council a draft of six academic program polices and accompanying documents. The policies address various procedural steps academic units would take to perform various actions such as creating a new program, revising a program, developing a new course or changing a course. The Council is asked to review each policy and provide feedback to Dr. Finnigan by May 15, 2009 via email.

15. Good of the Order

16. **Adjournment**

The meeting adjourned at 4:15 p.m.

Nancy Zimmerman, Secretary

cc:

President Harris Pastides
Interim Provost William T. Moore
Deans
Department Chairs
Graduate Directors
Barbara Blaney, University Registrar
Jodie Morris, Office of the Registrar
Gail Stephens, Office of the Registrar
Thom Harman, University Publications
Nancy Floyd, Office of Institutional Assessment and Compliance