2017-2018 Graduate Council
Meeting Agenda: September 13, 2017 | 3:30 p.m.–5:00 p.m. | 102 Kern Graduate Building

1. Minutes of the May 3, 2017, Meeting (2 minutes)
2. Communications to Graduate Council (1 minutes)
3. Announcements/Remarks by the Chair – Michael Verderame, Senior Associate Dean of the Graduate School (10 minutes)
   a) Graduate Council Academic Policy Page: http://gradschool.psu.edu/graduate-school-policies/
4. Reports of Standing Committees of Graduate Council (60 minutes)
   a) Committee on Committees and Procedures – Daniel Morgan, Chair (10 minute)
      1. Nominations for 2017-2018 Graduate Council Standing Committees (Appendix A)
   b) Committee on Academic Standards – L. Sam Finn, Chair (10 minutes)
   c) Committee on Programs and Courses – M. Kathleen Heid, Chair (10 minutes)
      1. Graduate Council Curriculum Report, 9/6/2017 (Appendix B)
   d) Committee on Fellowships and Awards – Jose Mendez, Chair (10 minutes)
   e) Committee on Graduate Research – Siela Maximova, Chair (10 minutes)
   f) Committee on Graduate Student and Faculty Issues – Sarah Ades, Chair (10 minutes)
5. Reports of Special Committees (5 minutes)
   a) Graduate School’s Graduate Exhibition Committee – Daniel Morgan, Chair (5 minutes)
6. Special Reports (5 minutes)
   a) Graduate and Professional Student Association (5 minutes)
7. Unfinished Business (2 minutes)
8. New Business (3 minutes)
9. Comments and Recommendations for the Good of the Graduate Community (2 minutes)
2016-2017 Graduate Council
Minutes of the Meeting: May 3, 2017

Graduate Council met on Wednesday, May 3, 2017 at 3:30 p.m. in 102 Kern Graduate Building. Dr. Regina Vasilatos-Younken, Vice Provost for Graduate Education and Dean of the Graduate School, chaired the meeting. The minutes of the April 12, 2017 meeting were approved.

Communications to Graduate Council

None.

Announcements/Remarks by the Chair – Regina Vasilatos-Younken, Vice Provost for Graduate Education and Dean of the Graduate School

Dr. Vasilatos-Younken announced that the University is in the process of purchasing a new online bulletin and catalog management system from a third party vendor. Unlike the current Bulletin, which also contains policy information, the new system will consist solely of course and program information. The Graduate School’s effort to transfer all policies pertaining to graduate education into a single, indexed source, separate from the Graduate Bulletin, will need to be completed prior to implementation of the new bulletin system, which is anticipated to begin at the end of the upcoming fall semester, 2017. In addition to the bulletin system, the University plans to purchase a related curriculum workflow management system for course and program proposals that will integrate with the bulletin to allow for a seamless transfer of information. The new bulletin system may be implemented as early as the beginning of 2018 but plans are not yet finalized.

Dr. Vasilatos-Younken notified Council of ongoing efforts to increase visibility and support for graduate education at the University. Dr. Vasilatos-Younken was recently invited to give a presentation to all University development staff on raising gift funds for graduate education. This presentation raised awareness and garnered significant interest among development officers who have begun to strategize at the College level about funding opportunities for graduate education. There have also been indications that some matching programs to raise endowments for scholarships for graduate education will be available in the upcoming capital campaign, similar to what has been done in the past for undergraduate scholarships.

Dr. Vasilatos-Younken also announced that the Board of Trustees Committee on Academic Affairs and Student Life invited her to organize a panel of high-achieving graduate students and Graduate Faculty to present to the Committee, providing a valuable opportunity to highlight graduate education to the Board.

Reports of Standing Committees of Graduate Council

Committee on Committees and Procedures

Dr. Vasilatos-Younken recognized Dr. Jennifer Graham-Engeland, Chair of the Committee on Committees and Procedures.
Dr. Graham-Engeland reported that an election was held via email vote of all Council members to elect the 2017-18 representatives for the Committee on Committees and Procedures. Three representatives were elected to begin a two-year term: Amy Allen, Elizabeth Hughes, and Siela Maximova. One student representative was elected to serve a one-year term: August Jenkins. Three Council members will continue the second year of their two-year term: L. Sam Finn, Michael Micci, and Daniel Morgan. The committee will meet in mid-summer to appoint the membership of the other standing committees of the Graduate Council for the 2017-18 academic year.

Committee on Academic Standards

Dr. Vasilatos-Younken recognized Dr. L. Sam Finn, Chair of the Committee on Academic Standards.

Dr. Finn reported the committee resumed its discussion on policies on the research doctorate, with its current focus on dissertation committee composition and formation. The discussion will continue in September with the expectation that a group of revised policies will be presented to Council in the Fall.

Dr. Finn reminded the Council of the motion to approve a proposed amendment to the Graduate Faculty Membership policy to include a new category (Appendix A). After additional discussion, the motion passed with thirty votes in favor and five votes opposed. The revised policy will be effective Fall 2017, contingent upon the ability to make the necessary changes to LionPATH and other systems by that time. Dr. Vasilatos-Younken thanked the committee for its extensive efforts and mindful deliberations in addressing this issue.

Committee on Programs and Courses

Dr. Vasilatos-Younken recognized Dr. Kathleen Heid, Chair of the Committee on Programs and Courses.

Dr. Heid presented the Graduate Council Curriculum Report, 04/26/2017 as an informational item. Dr. Heid reported that the committee has an extensive agenda of proposals for review at its next meeting, including twenty-seven course proposals and eight program proposals. The committee will continue its discussion on the critical attributes that define a research master’s degree (M.A./M.S.) and, if possible, how these principles could be maintained through online delivery. This discussion is expected to carry-over into the next academic year. Dr. Vasilatos-Younken recommended the committee invite Dr. Karen Thole, Head of the Department of Mechanical and Nuclear Engineering, to present on the successes and struggles of the online M.S. degree program in Mechanical Engineering, which is currently the only M.S. degree that was allowed to be developed and offered online as a pilot, and has now been approved to continue to be offered online.

Committee on Fellowships and Awards

Dr. Vasilatos-Younken recognized Dr. Jennifer Graham-Engeland, Chair of the Committee on Fellowships and Awards.

Dr. Graham-Engeland reported that the Graduate Student Awards Luncheon and the Faculty and Staff Awards Luncheon were both successfully held to recognize these award winners. Dr. Graham-Engeland also reported that the committee will soon finalize its nominations for the Council of Graduate Schools
(CGS)/ProQuest Distinguished Dissertation Award, with a deadline for submission to the selection committee by May 26.

Due to time constraints, the reports from the Committee on Graduate Research, the Committee on Graduate Student and Faculty Issues, the Graduate Exhibition Committee, the Special Committee on Outcomes Assessment and Program Enhancement, and the Graduate and Professional Student Association were postponed until the next meeting.

Dr. Vasilatos-Younken thanked the outgoing Council members for their service during this past academic year and expressed appreciation for the continuing members who will return in the fall.

**Next meeting:**

Wednesday, September 13, 3:30 p.m. – 5:00 p.m., 102 Kern Graduate Building
DATE: September 6, 2017

FROM: Daniel Morgan, Chair, Committee on Committees and Procedures

TO: Graduate Council

VIA: Regina Vasilatos-Younken, Vice Provost for Graduate Education and Dean of the Graduate School, Chair, Graduate Council

RE: Nominations for 2017–2018 Standing Committees of Graduate Council

Nominations for one-year appointments to standing committees of Graduate Council were made from the 2017–2018 list of Graduate Council elected and additional members and from recommendations from college/school academic leaders. Criteria for making the selections included Council members’ expressions of interest and the maintenance of balanced representation among disciplines and colleges/schools.

The nominees in the following lists were approved by the Committee on Committees and Procedures; the individuals designated as chair were nominated and have indicated their willingness to serve as chair if the committees so agree (except in the case of the Executive Committee, which is chaired by the Graduate Council chair).

The individuals whose names are listed in italics are not nominees to be voted on by Graduate Council members but are appointed to serve according to Graduate Council Bylaws and Standing Rules.

Committee on Academic Standards

- L. Sam Finn, Professor of Physics and Astronomy and Astrophysics, Chair
- Daniel Hayes, Associate Professor of Biomedical Engineering
- Zaryab Iqbal, Associate Professor of Political Science
- Seoki Lee, Associate Professor of Hospitality Management
- Jacqueline Mogle, Research Assistant Professor of Nursing
- Ute Poerschke, Professor of Architecture
- Douglas Stairs, Assistant Professor of Pathology

Lori Anne Hawn, Director of Graduate Student Services (Ex Officio)
Vicki Hewitt, Director of Graduate Education Administration (Ex Officio)
Regina Vasilatos-Younken, Vice Provost for Graduate Education and Dean of the Graduate School (Ex Officio)
Michael Verderame, Senior Associate Dean of the Graduate School (Ex Officio)
Executive Committee

- Eric Hayot, Distinguished Professor of Comparative Literature
- Rhoda Joseph, Associate Professor of Information Systems
- Tiyanjana Maluwa, Professor of Law and International Affairs

Chairs of Graduate Council Standing Committees

- Sarah Ades, Chair, Graduate Student and Faculty Issues
- L. Sam Finn, Chair, Academic Standards
- Kathleen Heid Chair, Programs and Courses
- Siela Maximova, Chair, Graduate Research
- Jose Mendez, Chair, Fellowships and Awards
- Daniel Morgan, Chair, Committee on Committees and Procedures

Regina Vasilatos-Younken, Chair, Graduate Council (Vice Provost for Graduate Education and Dean of the Graduate School)
Michael Verderame, Senior Associate Dean of the Graduate School (Ex Officio)
Caroline Eckhardt, University Faculty Senate Liaison [elected by Faculty Senate]

Committee on Fellowships and Awards

- Ramaswamy Anatheswaran, Professor of Food Science
- Ali Borhan, Professor of Chemical Engineering
- Robert Edwards, Edwin Erle Sparks Professor of English and Comparative Literature
- Nil Ergin, Associate Professor of Systems Engineering
- James Fairbank, Associate Professor of Management
- Ying-Ling Jao, Assistant Professor of Nursing
- Flynt Leverett, Professor of International Affairs
- Andrea McCloskey, Associate Professor of Education
- Jose Mendez, Assistant Professor of Music
- Daniel Morgan, Assistant Professor in Anesthesiology
- Karl Muller, Associate Professor of Accounting
- Jessica Myrick, Associate Professor of Communications
- Steve Schappe, Associate Professor of Management
- Greg Shearer, Associate Professor of Nutritional Sciences
- Aleksandra Slavkovic, Professor of Statistics
- Anna Squicciarini, Associate Professor of Information Sciences and Technology
- George Young, Professor of Meteorology

Jessica Hoffman, Director, Graduate Fellowships and Awards Administration (Ex Officio)
Committee on Graduate Research

Senate Committee on Research

- David Atwill, Associate Professor of History and Asian Studies
- Mara Cloutier, Graduate Student in Soil Science
- Raghu Garud, Professor of Management and Organization
- Kevin Luhman, Professor of Astronomy and Astrophysics
- Siela Maximova, Senior Scientist and Professor of Horticulture, Chair
- George Moldovan, Assistant Professor of Biochemistry and Molecular Biology

Graduate Exhibition Committee

- Elizabeth Hughes, Assistant Professor of Special Education
- Daniel Morgan, Assistant Professor of Anesthesiology, Chair
- Kathryn Salzer, Associate Professor of History
- Elizabeth Tisdell, Professor of Lifelong Learning and Adult Education

Suzanne Adair, Associate Dean for Graduate Student Affairs (Ex Officio)

Committee on Graduate Student and Faculty Issues

- Sarah Ades, Associate Professor of Biochemistry and Molecular Biology, Chair
- Peter Iliev, Associate Professor of Finance
- Claire Kelling, Graduate Student in Statistics and Social Data Analytics
- Wansheng Liu, Associate Professor of Animal Genomics
- David Reitter, Assistant Professor of Information Sciences and Technology
- Michelle Rodino-Colocino, Associate Professor of Communications and Women’s Studies
- Gonzalo Rubio, Associate Professor of Classics and Ancient Mediterranean Studies
- Alexander Wilson-Heid, Graduate Student in Materials Science and Engineering
- Ling Yang, Graduate Student in Bioengineering

Suzanne Adair, Assistant Dean for Graduate Student Affairs (Ex Officio)
Adam Christensen, Director of Student Affairs Research and Assessment (Ex Officio)
Robert Crane, Director, Global Engagement Network, University Office of Global Programs (Ex Officio)
Stephanie Preston, Assistant Dean for Graduate Educational Equity (Ex Officio)
Paul Simenson, Director, Student Aid Programs, Office of Student Aid (Ex Officio)
Committee on Programs and Courses

- Amy Allen, Liberal Arts Research Professor of Philosophy and Women’s, Gender, and Sexuality Studies
- Steven Branstetter, Associate Professor of Biobehavioral Health
- Hobart Cleveland, Associate Professor of Health and Human Development
- Andrew Cole, Associate Professor of Landscape Architecture
- Kathleen Heid, Distinguished Professor of Education, Chair
- August Jenkins, Graduate Student in Human Development and Family Studies
- Alexander Klippel, Professor of Geography
- Charles Kupfer, Associate Professor of American Studies
- Timothy McNellis, Associate Professor of Plant Pathology
- Scott Metzger, Associate Professor of Education
- Michael Micci, Professor of Aerospace Engineering
- Richard Mistrick, Associate Professor or Architectural Engineering
- John Nousek, Professor of Astronomy and Astrophysics
- Kwadwo Osseo-Asare, Distinguished Professor of Materials Science and Engineering
- Guanghua (Robin) Qiu, Professor of Information Sciences
- Coodivalli Shashikant, Associate Professor of Molecular and Developmental Biology
- Shelley Stoffels, Professor of Civil and Environmental Engineering

Lori Anne Hawn, Director of Graduate Student Services (Ex Officio)
Vicki Hewitt, Director of Graduate Education Administration (Ex Officio)
Karla Schmit, Education and Behavioral Sciences Librarian; Assistant Director Pennsylvania Center for the Book (Ex Officio)
Regina Vasilatos-Younken, Vice Provost for Graduate Education and Dean of the Graduate School (Ex Officio)
Michael Verderame, Senior Associate Dean of the Graduate School (Ex Officio)
**Graduate Council Curriculum Report**

The Graduate Council Curriculum Report (GCCR), which includes all graduate curricular proposals approved through the Graduate Council curricular review process, is published 12 times each calendar year.

Questions/comments regarding the GCCR or its contents may be directed to the Director of Graduate Education Administration.

September 6, 2017

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**Graduate Degree Programs**

**CHANGE**

None

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**Graduate Courses**

**ADD**

**EMGT 894**  
Capstone Experience  
CAPSTONE EXPERIENCE (1-18/Repeatable Max: 18)  
Supervised, professionally oriented student activities that constitute the culminating experience for the program.  
PREREQUISITES: STAT 500, MANGT 510, LEAD 555; OLEAD 409; OLEAD 410; OLEAD 411, OLEAD 464, OLEAD 465; CAS 404, GEOG 482, EMGT 810  
CONCURRENTS: EMGT 820, EMGT 830  
APPROVED START: FA2018

**CHANGE**

**OLD**

**CE 535**  
Integrated Project Management for Civil Engineers  
INTEG PROJ MGMT (3)  
This course will present the project management process to students pursuing a graduate degree in Civil Engineering. The course will utilize a project/group based learning process to teach project management's value, methodology and application to civil and environmental engineering projects in the student's particular emphasis area (Infrastructure, Transportation Systems, or Water and Environment). Students will learn how to initiate, plan, organize, staff, direct, control and closeout a project. Key topics to be discussed include: the role of the project manager, civil engineering project procurement/proposal development, importance and skills of communications, project team development and leadership, team conflict resolution, design management, scope management, work
breakdown structure (WBS), scheduling/time management, budgeting/cost management, risk management, resource management, crisis management, earned value, project evaluation and control, and project closeout and termination. Students will be evaluated on their comprehension of the course through homework, exams and/or quizzes, class participation and successful completion of a team-based project. The team-based projects will be specific to the student’s engineering emphasis and may be developed by the instructor or student selected from previous project experience. This course will be required by all MEng students in Civil Engineering in the second semester of their degree program and serve as a culminating experience for their emphasis area courses. This course will be invaluable to those students who have or will pursue careers in professional practice or industry. The course will be offered every Spring Semester and approximately 30 - 40 students are expected to enroll.

APPROVED START: SU2015

NEW

CE 835
Integrated Project Management for Civil Engineers
INTEG PROJ MGMT (3)
This course will present the project management process to students pursuing a graduate degree in Civil Engineering. The course will utilize a project/group-based learning process to teach project management’s value, methodology, and application to civil and environmental engineering projects in the student’s particular emphasis area (Infrastructure, Transportation Systems, or Water and Environment). Students will learn how to initiate, plan, organize, staff, direct, control, and closeout a project. Key topics to be discussed include: the role of the project manager, civil engineering project procurement/proposal development, importance and skills of communications, project team development and leadership, team conflict resolution, design management, scope management, work breakdown structure (WBS), scheduling/time management, budgeting/cost management, risk management, resource management, crisis management, earned value, project evaluation and control, and project closeout and termination.

PROPOSED START: SP2018