

MINUTES

Graduate Committee Agenda November 1, 2019 10:00 AM - 12:00 PM

Edinburg Campus EDUC 3.102 / Brownsville Campus Salon Esperanza LHSB 2.604

MEMBERS

John Ferris	University Library
Parwinder Grewal	Grad College
Carlos De Souza	School of Art
Lilia Fuentes	School of Nursing
George Yanev	College of Sciences
Sibin Wu	Business & Entrepreneurship
Mataz Alcoutlabi	College of Engineering
Nancy Razo	Human Devt & School Services
Abdoulaye Diallo (Zoom)	College of Health Professions

EX OFFICIO

VISITORS

Friederike Bruehoefener	Liberal Arts
Rachel Villarreal	College of Health Professions
Janine Schall	BLS – College of Education
Christine Shupala	Institutional Accreditation
Jerald Hughes	Business
Murad Moqbel	MS Business Analytics
Amanda Lerma (ZOOM)	Registrar
Christopher Ledingham	HHP – Health Professions Education Technology
Murad Karabulut	HHP

A. CHAIR’S CALL TO ORDER (John Ferris)

B. APPROVAL OF OCTOBER MINUTES

Presenter	Dr. Ferris
Motion:	By Consent
Rec.	
Notes	Approved

C. OLD BUSINESS

1. Interdisciplinary Programs

A. Revision of Certificate Course List Gender and Women’s Studies

Presenter	Friederike Bruehoefener
Motion:	
Rec.	
Notes	Approved

2. Criminal Justice – Correction of Record

A. Course Inventory: Revise CRIJ 6333 Selected Topics

Presenter	Dr. Hansmann
Motion:	
Rec.	
Notes	It is a record keeping item; no vote is required

3. Graduate Course Inventory Record Correction

- i. PHST 5301 has become PSCI 5301
- ii. PHST 5302 has become PSCI 5302
- iii. PHST 5303 has become PSCI 5303
- iv. PHST 5304 has become PSCI 5304

Presenter	Dr. Hansmann
Motion:	
Rec.	
Notes	Record correction

D. NEW BUSINESS: REVIEW OF SUBMISSIONS

1. College of Health Professions – 18 hours

A. Health & Human Performance

- i. Graduate Certificate in Health Professions Education & Technology

Presenter	Dr. Ledingham
Motion:	
Rec.	
Notes	Approved

2. School of Medicine – No Submission

3. College of Health Professions

A. New MS in Dietetics

- i. Course Inventory: Add DIET 6200 Ethics, Leadership & Profession
- ii. Course Inventory: Add DIET 6300 Food Systems Management
- iii. Course Inventory: Add DIET 6310 Scientific Analysis in Nutrition Practice
- iv. Course Inventory: Add DIET 6320 Advanced Human Nutrition
- v. Course Inventory: Add DIET 6331 Medical Nutrition Therapy in Disease I
- vi. Course Inventory: Add DIET 6332 Medical Nutrition Therapy in Disease II
- vii. Course Inventory: Add DIET 6340 Culturally Sensitive Counseling in Dietetics
- viii. Course Inventory: Add DIET 6350 Medical Nutrition Therapy in Diabetes

- ix. Course Inventory: Add DIET 6360 Global and Public Health Nutrition
- x. Course Inventory: Add DIET 6511 Supervised Experiential Learning I
- xi. Course Inventory: Add DIET 6521 Supervised Experiential Learning II
- xii. Course Inventory: Add DIET 6531 Supervised Experiential Learning III
- xiii. Course Inventory: Add DIET 6370 Critical Care & Nutrition Support
- xiv. Course Inventory: Add DIET 6380 Dietetic Capstone

Presenter	Rachel Villarreal
Motion:	Dr. Zemrani
Rec.	Dr. Mataz
Notes	Approved

B. Health & Human Performance – Exercise Science

- i. Degree Action Request: Revise Admission Requirements
- ii. Degree Action Request: Revise Degree Plan

Presenter	Dr. Souza
Motion:	Dr. Fuentes
Rec.	
Notes	Approved

4. College of Liberal Arts – No Submission

5. College of Education and P-16 Integration

A. Bilingual and Literacy Studies – Add Deletion

- i. Degree Action Request: Delete Master Reading Teacher Reading Certificate

Presenter	Dr. Schall
Motion:	Dr. Zemrani
Rec.	Dr. Souza
Notes	Approved

6. College of Sciences—

7. School of Art – No Submission

8. School of Nursing- No Submission

9. School of Social Work – No Submission

10. Vackar College of Business and Entrepreneurship

A. Information Systems

- i. Course Inventory: Add INFS 6333 Spreadsheet Modeling for Service Industries
- ii. Course Inventory: Revise INFS 6340

Presenter	Dr. Moqbel
Motion:	Dr. Fuentes
Rec.	Dr. Razo
Notes	Approved

11. College of Engineering and Computer Science – No Submission

12. Graduate, Honors, or University College – No Submission

E. OTHER INFORMATIONAL ITEMS

F. ADJOURNMENT

MINUTES

Call for Quorum –

Quorum was met by the following members:

John Ferris

Carlos De Souza

Lilia Fuentes

George Yanev

Sibin Wu

Mataz Alcoutlabi

Nancy Razo

Abdoulaye Diallo (Zoom)

- **Dr. Ferris** called the meeting to order. The first order of business is the Approval of Minutes.
- **Dr. Hansmann:** a comment on the minutes the courtesy copy that you have is, a short version of the minutes the detailed version of the minutes is on the committee's SharePoint. This was our first time doing the highly detailed minutes, so we didn't get them posted until the end of last week. So you may not have had time to review the detailed minutes in the future, though, now that we have our system down, we'll have those out to you a couple weeks before the meeting so that you're able to read all the details minutes because now we are now keeping a record the meetings and keep a narrative transcript of the meeting so that we have very detailed record of our discussions, but what you have is your courtesy copy is the short version of that.

ITEM B APPROVAL OF OCTOBER MINUTES

- **Dr. Ferris: Promotion to vote on the minutes.**
All approve?
Yes.
Motion passes

ITEM C OLD BUSINESS

- **Dr. Ferris:** The next order of business is the Interdisciplinary Programs and we have representatives here to discuss their version of course Gender Studies.
- **Friederike Bruehoefener:** Hi, I'm an Asst Professor in the Department in History. Co-Director as the Gender & Women's Studies program together with my colleague, Cathryn Merla-Watson, who is in Literature's and Cultural Studies. The reason for why we put in the request is to revise the Gender and Women's Studies Program and align it with the more interdisciplinary nature and Gender and Women's Studies. UTPA, where it focused in the Department of English. We have more interest from students as we have more diverse faculty our attempt is to design an interdisciplinary program, while at the same time also ensuring that the courses, we have on the list are offered on a regular basis. From those we proposed that they offer to on a regular basis and in the College of Liberal Arts where Gender Women's Studies traditionally emerge from.
- **Dr. Souza:** You want to take the program from English and place in your Interdisciplinary office?
- **Friederike Bruehoefener:** It is not taking it down to English, it's generally now house under the School of Interdisciplinary Programs and Community Engagement. It used to move with the department that's more of the structure where the faculty are from. But in terms of the course offerings of course the English courses are still there, but also as you can see students will now have the option to choose from Anthropology from History, they are regular courses. Then you can see, students can also choose from

regular courses containing at least 50% of Gender Women's sexuality studies context. It's more of having a broader variety of courses, students can choose from one keeping the program still viable.

- **Dr. Souza:** Instead of our tentative hours their resource 10 hours from one department to another because you know the courses that we offer some budget comes from how many courses, so it needs an allocation from one place to another?
- **Friederike Bruehoefener:** In terms of the way it is currently handled and they're probably the dean of the college or the associate dean of interdisciplinary studies to speak better to that. But the way it is handled is that students, for example, let's say, a student pursues that certificate but takes class in History or English student credit hours are allocated to that department so the department because we have no cross listed courses with a GWS prefix. Whenever the department offers those courses gets the hours. The Gender Women's Studies program doesn't allocate hours.
- **Dr. Souza:** Are they okay with that?
- **Friederike Bruehoefener:** I guess. I mean the departments are happy. We don't object. That would probably be I think that is beyond the certificate. I think that's a conversation that one would have to have with the director, the Associate Dean of the school and the Dean of the college.
- **Dr. Souza:** I am asking because we need to pay attention to the respect and keep it in the opening in Interdisciplinary way.
- **Friederike Bruehoefener:** Yeah, we are happy when students pursue the certificates and faculty are affiliated faculty and the departments are happy because it draws other students into their courses.
- **Dr. Zemrani:** It allows flexibility for students as well
- **Dr. Ferris:** Any other questions?
 - Call to vote.
 - All in favor?
 - Oppose?
 - Any abstentions?
 - Motion passes.
- **Dr. Ferris:** next item on the agenda does not require a vote. No vote needed for Criminal Justice (record correction).
- **Dr. Souza:** can you repeat that, we are not going to vote? So, it is automatically approved?
- **Dr. Ferris:** no vote is required.
- **Dr. Hansmann:** yes, it is for grammatical errors and other issues that need correction. This is like the one we had last October the thing is that, and this will be good since we have a new member who we need to give a chance to introduce himself here in a moment. The Graduate committee does not just approve and recommend approval to higher levels, but the administrative side of this committee is the official record keeping body for things like the course inventory and so that is why everything that come through here has to be perfectly correct and if something goes through and it is not clear, or if the registrar has a question about it later, it may go through and seem clear and okay here, but we find out later that because something at the registrar system or whatever we have to make a change, so that's actually what happened with Criminal Justice they chose a schedule type that did not work with this type of course entry in the course inventory and it wouldn't load correctly into the UT Systems course inventory. So, we must make a change and our record will match what UT System record now has etc. etc. We are starting to make the change this year in our records so anyone can go back years from now and find it and see exactly what happened. This body has already voted for this item in the May meeting. This is just a correction to the record.
- The next item we heard in April and the MSIS requested four new classes with the new prefix of PHST and the registrar indicated that we could not use PHST and we would need to use the PSCI instead. This is a correction to the record so that the inventory UT System has our inventory and all our records match.
- Anyone here representing The Graduate Certificate from Health and Human Performance?

- Yes, Dr. Ledingham.
- **Dr. Ledigham:** At last month's meeting the new track in the Master of Science and Health Science the track and Health Professions Education and Technology was passed by this body. This month we are requesting a standalone Graduate Certificate using those same six courses that are used as part of this new track in the Master of Science and Health Science to develop a standalone Graduate Certificate in Health Professions Education and Technology.
- **Dr. Ledingham:** The six courses that we're using are the same six that were previously approved. We're using the carousel system and the accelerated format for the certificate as well. So, everything matches up that way students who perhaps already did their MSHS and want to get a second certificate can go through the program in another year it can be directly admitted into the certificate program or students who have completed a bachelor's degree and only want a certificate can also apply directly into this program to complete the Graduate Certificate. It is an 18-hour certificate again following the carousel that's used for the accelerated programs for the MSHS Health Profession Education and Technology track.
- **Participant:** how many of those courses are in your program?
- **Dr. Ledingham:** There were the ones that were approved for the new track so all six courses will be taught in sequence, every year as part of the new track and it's open for the Graduate Certificate.
- **Participant (Brownsville):** When you say you have in sequence; you mean some the courses are prerequisites for the others or their prerequisites outside of the six courses?
- **Dr. Ledingham:** No, there are no prerequisites. The sequence refers to the carousel, that is set up in the accelerated programs.
- **Dr. Yanev:** is that all they need to take, or no?
- **Dr. Ledingham:** The courses are offered in the carousel system. They're only offered one time a year, but there are no prerequisites. Students can come into the carousel at any point.
- **Dr. Zemrani:** comments; for the online those with accelerated program when you create the course like the sequencing of the course, you can enter the program at any time. So, there is no prerequisites, you can start module one, module two.
- **Dr. Ferris:** I'm going to call to vote. All in favor raise your hand. Any abstentions?
---Technical difficulties---
- **Dr. Grewal:** the only issue is, we just clarified here it is 18 credit hours this means more than 15 hours, it must go through a formal approval process through UT Systems so you will be submitting a proposal for this to be formal?
- **Dr. Lidignham:** yes, that is correct.
- **Dr. Grewal:** You are clear from this committee to move forward to submit the full proposal.
- **Dr. Hansmann:** Christopher? I will send you a copy Dr. Lehker and Dr. Julie Anderson as soon as we have the Dean of the Graduate College signature on the form, I'll copy it to you for your packet.
- **Dr. Ledingham:** Okay, great.
- **Amanda Lerma:** I'm reviewing these courses, ideally we don't like to be reusing numbers that have been used in the past, either at UTRGV or UTPA some of these I see have already been used, would it be possible to get those approved under a different course number?
- **Dr. Hansmann:** They're existing classes?
- **Lerma:** Well just course numbers that were used in the past.
- **Dr. Hansmann:** If it is an issue Dr. Ledingham, you and I can coordinate that to clean that up before it goes out of the institution.
- **Amanda:** okay, sounds good.
- **Dr. Ferris:** our next item on the agenda Health and Human Performance.

ITEM D

- Human and Health Performance

- Dietetics

- **Rachel Villarreal:** I'm the Assistant Clinical Professor in the Health Professions. This new program is very exciting because we don't have a registered dietician in the Rio Grande Valley the closest one is in Kingsville. We currently don't have the students to get registered through the accrediting body so we're proposing this master's program so they can sit and meet all the accreditation requirements by ACEND our Accreditation Council for Education in Nutrition and Dietetics. This has more supervisor experiential learning, which is required now by our education body. There's a lot of courses that will be practicum hospitals, community side, super service organization, things like school districts service. Do you have questions regarding the program?
 - We have an UG RDN program that close in 2017 we are now restructuring, so that we can now offer the master's program so that students can then sit in 2024 for the RDN exam. With that said, there's not many of those in the country. Everybody's trying to scramble and change their current program into master's program. We will be on the forefront of RD education doing this.
 - **Dr. Fuentes:** Are they going to be required to have an UG or?
 - **Dr. Villarreal:** No, so you will have to have a bachelors. Some programs are funneling from their current bachelor's Nutritional Science or Dietetics. We do not have a nutritional science bachelor's here which will be beneficial for those students, however, the workshops that I've been going to programs are not, they just require your basic sciences by chemistry, organic microbiology and physiology and then once they get into the masters of what they did the bulk of their nutrition education and that is because they wanted a one stop for the student. So, you can come in with a variety of backgrounds, which gives for richer experience.
 - **Dr. Wu:** The number of courses, does it come with the courses and the number of course, is it an association requirement?
 - **Dr. Villarreal:** yes, ACEND has competencies and performance and behaviors so a lot of these courses ride along with the alignment of the accredited bodies. There is a bigger emphasis now on public health nutrition programs really don't have that focus and this going to be for diabetes, community, although they still have to learn about food systems and clinical, of course, to be a registered dietitian, however, for our area and our mission, we feel that we should focus on prevention. That's the route we're trying to, teach about diabetes more public health obesity and disparities in this area.
 - **Dr. Yanev:** Are those are not required?
 - **Rachel:** No, those are all required. So, how it will work is they'll get accepted, they'll be an interview process or get accepted into the program and it'll be the sequence.
 - **Rachel:** I evaluated other programs in the country. There were some upwards of 60 two and half years and there were some 45 ish so went toward the lower end of what other programs are doing just favor student course money and time. But I think with our supervisor experiential learning we have a wealth of hospitals and community nutrition here in the Valley for other programs don't have that in big cities where they're competing with other facilities and other Universities to try to get their students into those sites. It really limits of it so they must do more didactic, or so here we can put in hospitals even HEB it has seven or eight registered dietitians that you can go and get your counseling from there right at the store. They've already agreed to take our students time, and everybody is excited.
 - **Dr. Fuentes:** I'm if this is going to be a face to face, hybrid, hybrid online?
 - **Rachel:** So, some of the courses will be online, but more like flint, where we have a lot of practice and hands on simulation, supervised learning in the community and the didactic of online as far as testing.
 - **Dr. Zemrani:** I have a quick question, you mentioned SDell they have one?

- **Dr. Villarreal:** they have a well-established program, they have an UG program and they have a master's they already had but only take in six students.
- **Dr. Souza:** One request is to approve the program, but inside it seems that there is also something here about psychology related sciences, is that a request?
- **Dr. Villarreal:** No. But a little more background we are also applying to be a demonstration program through ACEND. Which will have selected outcomes for future programs that are switching over so it's and there's only 11 approved in the United States right now, we're going to apply if all goes well here and the December 2 to be in a demonstration program so that we can actually like outcomes on our education model and dietetics.
- **Dr. Zemrani:** This is a good program especially for the reason and there's a need for that, but I know that somebody asked whether it's going to be online or traditional and would have a future perspective to offer it online?
- **Dr. Villarreal:** That could be something we can think about in the future, but that is a whole another through ACEND you have to apply differently and are going to have so much percent because those students are now going to have to find their experiential learning. Now they're not going to require certain number of hours, but our licensure in Texas is 900 hours. You must at least meet 900 hours and for the students to go find that where they're living is very difficult.
- **Dr. Zemrani:** I saw the package is going all the way to the Coordinating Board so for us, we just want to approve it at this level and then it goes to the Coordinating Board?
- **Dr. Hansmann:** Actually from our level goes to the Deans of the Graduate College and then I will go back to Health Affairs for any final changes that may have been recommended by this body or by the Dean of the Graduate College and then it goes to their EVP who does the memos of submissions to system and coordinate work.
- **Dr. Villarreal:** In the meantime, our crediting board ACEND requires us to submit our application to them a year in advance.
- **Dr. Grewal:** So, you are saying there will no longer be an Undergrad program?
- **Dr. Villarreal:** There is not an Undergrad program currently, to become a registered dietitian, there is a Bachelor of Science in Nutritional Science but it is not accredited by ACEND so they can not sit for the national exam they just have a degree in nutrition.
- **Dr. Grewal:** And that will continue? It is a brand-new master's program?
- **Dr. Villarreal:** That will continue. Yes, it's a new program.
- **Amanda Lerma:** I have a comment. I made a mistake early the courses that I noted that were used previously were these dietetic courses, not the one that were Dr. Ledingham spoke about. It was these courses that I was looking at that I saw some of courses numbers have already been used at UTPA previously.
- **Dr. Grewal:** There wasn't a master's program in this area before. How could we have the same acronym and the number?
- **Amanda Lerma:** I looked at eh number on one of the screens in the system. I saw some these, the prefix diet and some of the numbers I saw that were already over 6300, 6310, 6320, 6340, and 6350.
- **Dr. Hansmann:** Rachel and I and copy Dr. Grewal as well as Dr. Anderson will follow up with you.
- **Amanda:** sounds good.
- **Dr. Souza:** Can we approve with those problems?
- **Dr. Hansmann:** it is the will of the committee.
 - Interaction
 - We are looking at the substance not the technicality in numbers
 - **Souza:** make a motion need for correction

- **Dr. Hansmann:** We will sort it and if we need to do an update, like we did on the physics will bring back to the committee.

Exercise Science

- **Dr. Karabulut,** I'm the coordinator of Exercise Science master's program we propose two changes. One is the Admission Requirements and again, it's the supplemental materials explain why we are proposing this change, as I mentioned that since several classes in the program are covering advanced level of physiology and physiological changes in patients students need some background to be able to understand and build on it. We want to add that. That is the first change. We propose the other one is back in UTB was under Education with an emphasis on Exercise Science. We had several classes EDF and then EDC type of classes. It's now a bigger department and we have faculty to teach those courses and we have a standalone now in Kinesiology program. There are some classes that we can use, and we can teach that are KINE which is related to our program and will prepare students better for future exercise science related jobs and positions. Those are the two changes we are proposing. One, admission requirement and two just a few changes in the curriculum.
- **Dr. Grewal:** Can you explain the admission requirement change that you are making?
- **Dr. Karabulut:** When this program became UTRGV program in 2015 many, many students struggled and failed because they did not have the science background and our previous requirement was if you get an F, you're out of the program. So, what we did was we let everyone in and if they are getting an F, you're out of the program but we are not doing that now. The problem is it's difficult to cover those subjects and keep everyone on the same page. If we slow down, we're slowing down some students who can go to the next level. If we speed up, we're leaving some students behind. So, we want to make sure that they are prepared and again they can understand some of those advanced level physiology classes to pass and complete the requirements and get a degree.
- **Dr. Diallo:** You stated that they are not passing a class because they don't have a background in X, Y, Z. How did you know it's because they don't have a background in X, Y, Z it's maybe for other reasons? Would you elaborate please?
- **Dr. Karabulut:** Yes, because I'm teaching two of those exercise science related classes when I am explaining those subjects, they haven't heard of those terms that I use. So, I am providing additional books and then I'm slowing down to go over terminology definition. Some of those basic but at the same time some of the students are getting bored and saying that. If I speed up, I see the faces that are lost and again, they say they've never heard those terms. That is why I know that and again those classes they are failing and those are the reasons for them to tell me that they have never had any class or have never heard any of those things I am talking about.
- **Dr. Diallo:** Okay. Another question. You are stating that they don't understand particular terms, those terms are not covered in other courses?
- **Dr. Karabulut:** They are covered. That is what I am saying. Again, like when I say the metabolic pathways and again when I mentioned, what's the rate limiting enzyme for glycolysis then again, I need to go back to undergraduate level physiology and again talk about additional stuff that I'm supposed to cover in the book. So again, that's graduate level. But when I go over those I say, "You guys know that's the rate limiting enzyme?" This mechanism is affecting that rate limiting enzyme and then there is a question. S': "What is that limiting enzyme again?" I go back and it's like okay so let's talk about this metabolic pathway. "Do you remember any of those?" and again, I must go 15 steps I need to explain that to come back to tie those things, then again, that's what I'm saying. So, they don't have the background. The knowledge to be able to understand and build on it.
- **Dr. Fuentes:** What are the new admission requirements?

- **Dr. Karabulut:** Students who do not have a science background will be required to complete at least 8 credit hours of foundational undergraduate level courses work with a cumulative GPA of 3.0 prior to admission. Nine hours of foundational courses may be selected and again, that's eight or nine. There are some classes biology lecture and lab there for credit. Again, any of those biology and chemistry and lab which will be eight hours. 8 credit hours or more if they must go over. That is the requirement and again we listed some courses saying may be selected from this list, but any other type of classes would be fine.
- **Dr. Souza:** You are requiring for students to have the basic vocabulary in order to understand your more advanced classes and you recommended to take from one, two, three, four, . . . , why not narrow it down to the course that really would provide them with the vocabulary instead of offering this?
- **Dr. Karabulut:** It is not just basically vocabulary and again, those are basic biology and chemistry classes. We don't want to just completely just say these, but those classes will provide the information and background needed to be able to handle those classes. If they have science background and then the habit of studying those things I think they will succeed. So, any of those classes will provide at least some basic information that we can build on. It's not just about those terms.
- **Souza:** My second point is during the justification change. You need to have some background; can you be more specific?
- **Dr. Karabulut:** Again, background meaning like those in biology, chemistry classes are an example like metabolic pathways or muscle structure or any of those covered in those classes. They are familiar with basic information and then knowledge then actually we can build on it.
- **Dr. Zemrani:** Is it possible to create one course 3 credit hours where you can have an overview of everything that they need to know because before they can be in the program like a prerequisite 3 credit hours instead of eight or nine if possible, if not, it is justifiable.
- **Dr. Hansmann:** Dr. Karabulut and I worked quite some time on this course list here and narrowing it to the most essential courses and the minimum number of hours possible for student to have the background that they need and simultaneously give the students a guide, should they want to go back and take essentially leveling courses for this. The reason that their department and the Graduate College recommend this pathway, as opposed to creating a new class and it is because that would change the number of hours in the degree, which is a different kind of approval process. That has to go all the way to Coordinating Board and didn't seem to have as much benefit as effort to make that kind of credit hour change and changing the credit hours in the program by doing something like that would have potentially put them out of line with similar programs elsewhere in the state. So we after literally several months of working on this problem together we decided that this would be the most expedient way to meet the need and create a potential roadmap for students who might need to remediate and accomplish what the program even in terms of admission of degree readiness.
- **Dr. Diallo:** Being out of line with other programs are sometimes a plus and unique. So, for me, that is not a strong argument if you are saying just because they are not going to be in line with other programs. You know it can be a strength.
- **Dr. Karabulut:** We are proposing is KINE motor control and learning the professor created that class. We added but the professor left, and we were never able to teach that class we had to replace it all the time. I had to submit substitution and replace that class from 2015 till now and then EDFR class and then EDCI class instead of those classes we are adding something in the field. We have a standalone Kinesiology program also at UTRGV now starting this year. So, we are replacing EDFR classes that looks like not related to our field which doesn't look good on their transcript as well. We are replacing those classes related to the field and like I mentioned to prepare students better for the future and we left the statistical method there as an option because almost every program tend to a statistical program but I added within approval of the program coordination for students will take or will be allowed to take appropriate alternative statistics classes.

- **Dr. Hansmann:** He is not adding or deleting classes he is simply changing the degree plan using existing classes like the course inventory isn't changing only what they are counting in the degree plan, right. So, it's a degree plan change only. No additions or deletions all existing classes.
- **Dr. Ferris:** Make a motion to approve – Dr. Razo?
 Second – Dr. Fuentes
 Favor: All in favor
 Motion passes

Bilingual & Literacy Studies

- **Dr. Janine Schall:** Janine Schall, department chair for Bilingual and Literacy Studies and the program coordinator for the graduate reading programs were requesting the deletion of the master reading teacher certificate program. The state legislature in our last session past House Bill Three, which was a massive education bill. One of the things that it did was eliminate all the master teacher certificates. So, the master reading teacher certificate program for state certification purposes as of September 1st they are no longer giving out those state certifications. Therefore, we no longer have need for this program we've not had a need for the program for several years. There are no students in it. We're quite happy to get rid of it. So, we are asking that we officially delete this program. It is not affecting any coursework. It is not affecting any students. It is just taking the program off the books.
- **Dr. Grewal:** Thank you for doing this
- **Dr. Ferris:** Call for motion – Dr. Zemrani
 Second: Dr. Souza
 Favor: all in favor
 Motion passes

Business

- **Dr. Moqbel:** One is modification for Computer Information course that course had been built a couple of years ago and as you know technology keeps updating. The course needs to be updated to the newest technology which includes discussion, all these chronic health records. Which includes HIE, HL7 which is helping interoperability. Those are the briefly modifications for the course description.
- **Dr. Moqbel:** The new course we are proposing as an elective for the Master of Science and Business Analytics it's called Spreadsheet Modeling and this is kind of advanced Excel Course and as we all use Excel we use maybe a small percentage of Excel, but in this course, we go more intensively and you know our students will be well rounded with the features that they can use for analytics.
- **Dr. Diallo:** What do students think about the course?
- **Dr. Moqbel:** Students actually love it. When I told them they just love it they said, "yeah, definitely."
- **Dr. Diallo:** What percent of the students, you know, 2%, 3% you know 100%? What percent of students did you discuss it with?
- **Dr. Moqbel:** This is not for the student's per se. It is by employers yes, demanded by employers rather than the students but also the students loved it.
- **Dr. Diallo:** My question is what percent of students did you discuss it with?
- **Dr. Moqbel:** That's a very good question. We had a new program. We just started the program this Fall so we didn't have the chance to talk to students yet so I can not give you a percentage, but I think that's a good question. At this stage or at this point it's irrelevant because employers are demanding.
- **Dr. Wu:** is this course required course?
- **Dr. Moqbel:** It is an elective yes and student want to take it even though it is an elective.
- **Dr. Diallo:** If you can do a workshop for the faculty, why can't you do a workshop for the students?

- **Dr. Moqbel:** It's a good question because our students are 100% online program. It would be great if we can bring them all here on campus to make a workshop, but at this moment I think if we can help here with faculty can have a workshop, because they are physically here, but for the online students it is part of their degree and I don't see the point.
- **Diallo:** For me it is a problem because if people can get it in a workshop why one semester? Does that make sense?
- **Dr. Hughes:** Nothing is implied the workshop offered to faculty would provide the degree scope breadth and depth in the content that would be offered by this course the students will do many projects that is not possible to offer in a workshop.
- **Dr. Ferris:** Call for motion – Dr. Fuentes
Second: Dr. Razo
Favor: all in favor
Motion passes

ITEM E OTHER INFORMATIONAL ITEMS

- **Dr. Hansmann:** Yes, Thank you. That finishes our agenda of requests and proposals. I just have a couple of announcements before you guys entertain adjournment. Then we will see if there are any other announcements. Mine are please make sure to kindly share the November 22 deadline with your colleges for the next round of submissions, our next meeting, as you know, and should have on your schedule will make sure that we have it on your schedule. Friday, December 6, we anticipate having four full new degree programs to be heard at that meeting, so we will be asking you to please pencil in the possibility that the meeting will run at 12:30 PM instead of just 12PM, please. You know, if you can please expand your schedule from 10AM- 12:30PM for Friday, December 6 the Graduate College would appreciate that very much. Please review them extensively before. Anyone having SharePoint access difficulties? Dr. Diallo is having difficulties, I believe. Follow up granting Dr. Razo access and inviting her to meet and include her on emails.

- **Dr. Mataz** introductions

- **Dr. Hansmann:** We will make sure everyone gets their SharePoint access cleared up. I'll send it all to make sure everyone has the link also and remember we only put stuff on Blackboard.

November 22, 2019 is the deadline and the meeting is December 6, 2019.

Also, I don't know that we have provided you the link to our innovation website for submission of new proposals. As members of this committee, you may be the first person that people in your college approach about new programs and our, new process for that involves the submission to a new program committee, so I will make sure everyone has that link as well so that if you have inquiries, or are hearing ideas from your faculty or other sources that they can go through that website to submit ideas.

- **Dr. Zemrani:** I did receive the link and I checked it and everything. Is that program you don't need to go through the Chair or Dean if you have an idea can still submit or you still must go through the process?

- **Dr. Hansmann:** This is an idea submission. I'll let Dr. Grewal talk about his own fabulous committee.

- **Dr. Grewal:** Any faculty member staffs, or student can submit new ideas and they can copy their respected Dean or Chair for approval. The entire process of capturing new ideas is open and must discuss it but sometimes people get, and some people wanted or there are resource issues. We don't want those to be discussed before the innovation. So, if the idea is good, we will work with whoever is proposing to get data sources. If the University wants that program and resources anybody can submit the idea there is clearly stated.

- **Dr. Zemrani:** This innovation about master, graduate, PhD?

- Dr. Grewal: Any academic program that you're proposing to this committee throughout the University
 - Dr. Hansmann: Dr. Grewal, do you have any other items?
 - Dr. Grewal: Thank you. The new members joining us it will be a lot of work, but it is very enriching.
- Meeting is adjourned 11:15 AM.**