



UNIVERSITY OF SOUTH CAROLINA  
GRADUATE COUNCIL MINUTES  
November 24, 2008

## The Graduate School

The Graduate Council met on Monday, November 24, 2008 at 2:00 p.m. in room 311 of the Byrnes Building.

**Graduate Council members present:** Dr. Zach Kelehear, Chair; Nancy Brown, Xiaomin Deng, JoAnne Herman, Scott Huebner, Satish Jayachandran, Murray Mitchell, Lucia Pirisi-Creek, Donna Shannon, Andrew Shifflett, Shirley Staples Carter, Nic Ularu, Irma VanScoy, and George Voulgaris; Stephen Mann

**Graduate Council members absent:** Drs. Marianne Bickle, Francisco Sanchez, Ognian Trifonov and Mike Wyatt

**Graduate School Representatives:** Dr. James Buggy, Interim Dean; Drs. Stanley Dubinsky, Nancy Zimmerman; Janice Byrd

**Provost Office Representative:** Dr. Kristia Finnigan

**Guests:** Drs. Cheryl Addy, Jennifer Marshall, and Feili Tu

**NOTE: These minutes will become final on December 26, 2008, if not challenged.**

1. **Chair's Remarks** (Zach Kelehear)

Dr. Kelehear called the meeting to order at 2:03 p.m.

2. **Approval of minutes**

The minutes from the [October 27, 2008](#) meeting will be approved and final on November 30, 2008.

### 3. Report of the Interim Dean of The Graduate School (James Buggy)

- Dr. Buggy extended a welcome to the new Provost Office Representative for Graduate Council, Dr. Kristia Finnigan who replaces Dr. Aileen Trainer. Dr. Finnigan is the Assistant Provost for Academic Programs and serves as the University Liaison to the Commission on Higher Education (CHE) and the Southern Association of Colleges and Schools (SACS).
- Dr. Buggy reported on the Nov. 11 meeting of the Graduate Student Association (GSA) representatives, President Harris Pastides, and Dr. Ted Moore, Vice President for Planning, regarding the impact of budget cuts on graduate students and the quality of graduate education. In this meeting, Dr. Buggy states that the students conveyed:
  - that their individual programs are important.
  - concern that courses that they need for their program of study wouldn't be offered due to a reduction in faculty or an increase in the minimum class size necessary for a graduate course to be offered.
  - there will be adverse affects on the quality of their education as a result of budget cuts.

Stephen Mann stated that graduate students understand that cuts are necessary and that they're aware that programs will be affected and as a result there will be negative consequences. However, GSA wants to ensure that these negative consequences are minimized. Mr. Mann then posed the following questions to the Graduate Council.

What is the Graduate Council's role in ensuring that:

- graduate education is not devalued and remains intact?
  - student degree completion is not hindered?
  - graduate student working conditions are not adversely affected?
- In response, Dr. Buggy stated that the purpose of the College of Arts and Sciences change in minimum class size for 500 and above level courses was cost saving to protect graduate assistantships.

In response to the concern that courses needed for a student's program of study will not be offered, Dr. Buggy indicated that adjustments can be made to their program of study in those circumstances, and that academic units can exercise flexibility to work with the student and the Graduate School to come up with a set of courses that could be taken in a timely period to allow the student to graduate without delay.

- Dr. Buggy advised the Council that there will be a Graduate Director's meeting on December 04, 2008 (1:00 p.m. – 2:30 p.m.). Dr. Nancy Zimmerman will send the agenda to all Council members, Graduate Directors, Coordinators, and Program Administrators.
- The Council was advised that currently the *Provost's Special Study Group - Graduate Life* is completing its report on expenses of graduate education, particularly graduate assistant stipends and health insurance subsidy as compared to regional and peer aspirant institutions. The report will be presented to the Council with the agenda for the December Graduate Council meeting.

- Dr. Buggy advised the council that Graduate enrollment data for fall 2008 is now available. He reviewed several enrollment reports that were distributed to Council members along with the agenda. Dr. Buggy advised the council that the data is very beneficial when determining the diversity (*i.e.* ethnicity, gender, out-of-state enrollment) of the program, evaluating performance indicators (*i.e.* GRE scores), and determining the total number enrolled for the year or semester. Dr. Buggy stressed that this data has not always been available, but now that programs have access to this type of data they can better establish enrollment targets.

4. **Report of the Associate Dean / Secretary of the Graduate Council** (Stanley Dubinsky and Nancy Zimmerman)

- Dr. Dubinsky informed the Council that the revised thesis and dissertation guidelines are in production soon to be released and posted on The Graduate School website <http://129.252.250.139/thesisdissertation/>. These guidelines outline very specific formatting requirements for both thesis and dissertation submission.
- Dr. Buggy reminded everyone that in Spring 2009 it will be mandatory that students submit all theses and dissertations electronically by way of the UMI (ProQuest) portal.

5. **Report of the Graduate Student Association Representative** (Stephen Mann)

- Stephen Mann advised the Council that GSA has submitted a constitution to Dennis Pruitt, Vice President for Student Affairs, requesting to be separate from the current Student Government structure and form a new graduate student structure to include the School of Law, the School of Medicine, and Pharmacy as the Graduate and Professional Student Association. Mr. Mann advised the Council that GSA is working with the relevant people to get this approved.

6. **Report of the Academic Policy and Practices Committee** (Zach Kelehear)

**APPROVED**

- The Academic Policy and Practices Committee recommends that programs not be able to crosslist courses within the program.

**APPROVED**

- In regards to policies related to 799/899 courses and degree requirements (see attached memo from Dean Gordon Smith), the Academic Policy and Practices Committee makes two recommendations to Council:

Recommendation 1: A graduate student may take up to 9 hours of 799 thesis preparation, but must produce a thesis or an alternatively approved culminating project in order to include the hours of 799 in the Master's program of study.

Recommendation 2: A doctoral student may not include more than 30 hours of 899 or a combination of 799 and 899 on the doctoral program of study.

**APPROVED**

- The Academic Policy and Practices Committee recommends that the Council reaffirm the current residency requirements outlined in the 2008-2009 *Graduate Studies Bulletin* which states:

Residency Requirement:

The intent of a residency requirement is to ensure that doctoral students benefit from and contribute to the full spectrum of educational and professional opportunities provided by the graduate faculty of a research university. When establishing residency, the student should interact with faculty and peers by regularly attending courses, conferences, and seminars and using the library, library services, and other resources that support excellence in graduate education.

The doctoral residency requirement may be satisfied only after admission to a doctoral degree program. It requires enrollment in at least 18 graduate credit hours within a span of three consecutive semesters (excluding summers). Enrollment in a summer term is not required to maintain continuity, but credits earned during summer terms (including May Session) will count toward the 18 hours required for residency.

Each graduate program may establish residency requirements that exceed these minimum standards. In doing so, the program may exclude certain courses and credit hours from meeting the residency requirement. All additional requirements and a list of excluded courses and credit hours must be forwarded to The Graduate School and made available to doctoral students. The student's advisory committee certifies, on the program of study, the time period in and the courses with which the student satisfied the residency requirement.

**APPROVED**

- The Academic Policy and Practices Committee also recommends that the Graduate Council reaffirm that 799 and 899 cannot be used to satisfy the residency requirement as is the current policy.

**CHARGED TO PROGRAM REVIEW COMMITTEE**

- The Graduate Council discussed the current policy outlined in *The Graduate Bulletin* (excerpt below) regarding the requirements for a graduate student's doctoral committees. The Council requests that the Program Review Committee review the current policy and evaluate the following:
  - Term appointments serving as committee chair for a graduate student's doctoral committee
  - Graduate committee structures and advising requirements

*The Graduate Bulletin* currently states:

All members of a doctoral committee must be approved by the dean of The Graduate School and usually hold regular or term appointments of The Graduate School faculty.

Regular Membership

Regular members of the Graduate School Faculty on the Columbia campus shall include the president, provost, associate provost and dean of The Graduate School, associate dean of The Graduate School, and chairs of

academic departments offering degrees conferred by The Graduate School. Faculty members holding the Ph.D. or other terminal degrees in their respective fields of study are eligible to become regular members of the Graduate School Faculty upon appointment to a tenure-track position at the University's Columbia campus; units may establish more stringent criteria for membership. Nominations of eligible faculty for such appointments are made by the appropriate academic unit (college, department, or school) to the dean of The Graduate School.

#### Term Appointments

Temporary and renewable membership as Graduate School faculty is granted upon nomination by an academic unit to the dean of The Graduate School for a term not to exceed three years, renewable on application to the graduate dean. Academic units are expected to develop criteria for such appointments and to have formal votes concerning nominees (with the criteria and votes being forwarded as part of the file for each nominee). Term appointments are appropriate for USC faculty in the School of Law and the School of Medicine, emeriti USC professors, clinical faculty, research professors, faculty members at other institutions (including other USC campuses), and others holding an appropriate terminal degree or other credentials. **Use form GS-58.**

Each doctoral committee must have no more than one outside member.

#### Outside Member

The outside member 1) may be a Graduate School faculty member in another department or program at USC or a faculty member at another institution nominated by the academic unit and approved by the graduate dean, or may be a qualified professional from the private or governmental sector and approved by the graduate dean; 2) may be within or outside the student's research area and approved by the dean of The Graduate School on the basis of qualifications evidenced by credentials and relevance to the student's major field as explained in the justification submitted with the nomination; and 3) must be approved separately for each committee.

Major points that should be noted with regard to committee membership:

- A majority of the committee composition must be regular members of the Graduate School faculty.
- A doctoral committee member whose Graduate School faculty eligibility expires (e.g., emeritus faculty) while a student is still pursuing the degree may continue to serve until the student completes the program or the committee is dissolved. To continue to serve in the capacity as chair or regular member is a special exception. This request (with a valid academic justification) must have the endorsements of the unit faculty, chair of the department, graduate director, and academic dean. Once these approvals are affirmed, the petition is presented to the dean of The Graduate School for final approval. Otherwise, a change in the committee composition must be presented to the dean of The Graduate School replacing the now ineligible member.

#### Committee Functions

**Oral and Comprehensive Exam Committee**--administers the oral portion of the comprehensive exam.

**Dissertation Committee and Dissertation Defense Committee**--directs the student in the preparation of the dissertation. Examines the student on the dissertation and informs the dean of The Graduate School whether the student passed or failed. The dissertation cannot be submitted to The Graduate School until it has been approved and signed by members of the Dissertation Defense Committee. The committee, which requires the dean's prior approval, must include at least four members, one of whom is from outside the major department.

Other Doctoral Degrees

Other doctoral degrees in The Graduate School, e.g., the Doctor of Education, the Doctor of Musical Arts, the Doctor of Nursing Practice, the Doctor of Physical Therapy, and the Doctor of Public Health, are subject to the same regulations that pertain to the Doctor of Philosophy except for authorized requirements which may vary somewhat from those listed above. Information about specific requirements in these degree programs is available from the respective graduate directors.

**7. Other Committee Reports**

None

**8. Report of the Committee on 500/600 Level Courses, Distance Education, and Special Courses** (Nancy Zimmerman)

**500-600 Level Courses:**

Faculty Senate Committee on Curricula and Courses met on November 14, 2008.

No additional action taken on courses returned to units after the October 17, 2008 meeting – no revisions received from units:

GEOG 512 - new

ARAB 580 - new

JOUR 532- prerequisites

Approvals:

NURS 505 – new

ANTH 525 – new

ENHS 664 – new – approved pending minor revisions from unit to Faculty Senate by 11/19/08

HPEB 621 – title and description

Not approved:

ENHS 573 – new

The next meeting of the Committee on Curricula and Courses will be held January 16, 2009.

**TIP Approvals:**

SLIS 768

SLIS 797

**Special Topics Graduate Course Request Approvals:**

SLIS 797

9. **Fellowships Committee** (Stanley Dubinsky)  
No report

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

**COLLEGE OF ARTS AND SCIENCES**

***Linguistics Program***

Course Change Proposal:

**APPROVED**

**From:** [LING 739 History and Methodology of Linguistics \(3\)](#)

**To:** **LING 739** The Evolution of Linguistic Theory, Practice, and Methods (3)

[Effective: Fall 2009]

***Psychology***

Course Change Proposal:

**APPROVED**

**From:** [PSYC 773 Research in Clinical-Community Psychology \(3\)](#) (correction, change from PSYCH to PSYC 08/13/09 Janice Byrd)

**To:** **PSYC 773** Research in Clinical-Community Psychology (1-3)

[Effective: Fall 2009]

**COLLEGE OF MASS COMMUNICATIONS AND INFORMATION STUDIES**

***School of Library and Information Science***

Course Change Proposal:

**APPROVED**

**From:** [SLIS 720 School Library Media Program Development \(3\)](#)

Roles, functions, and organization of school library media programs. Systematic program planning and evaluation, facilitation of instructional team partnerships, and integration of program into the curriculum.

Prereq: SLIS 701, 703, 704, 705, 742, and 761

**To:** **SLIS 720** School Library Media Program Development (3)  
Roles, functions, and organization of school library media programs. Systematic planning and evaluation, leadership, advocacy, and integration of program into the curriculum.

Prereq: Special permission required.

[Effective: Spring 2009]

New Course Proposal:

**APPROVED**

[SLIS 743 Health Information Retrieval in Electronic Environments \(3\)](#) Presents a survey of electronic information resources in the health sciences and an introduction to advanced searching techniques and analytical skills to access biomedical literature.

[Effective: Spring 2009]

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

**ARNOLD SCHOOL OF PUBLIC HEALTH**

***Department of Health Promotion, Education and Behavior***

Curriculum and Bulletin Change:

**APPROVED**

[MPH in General Public Health](#)

Request to notify the Commission on Higher Education (CHE) and the Southern Association of Colleges and Schools (SACS) about a distance education component of their curricula.

[Effective: Spring 2009]

Curriculum and Bulletin Change:

**APPROVED**

[MSPH Health Promotion, Education, and Behavior](#)

Request to notify the Commission on Higher Education (CHE) and the Southern Association of Colleges and Schools (SACS) about a distance education component of their curricula.

[Effective: Spring 2009]

Curriculum and Bulletin Change:

**APPROVED**

[MS \(thesis only\), Health Promotion, Education, and Behavior](#)

Request to notify the Commission on Higher Education (CHE) and the Southern Association of Colleges and Schools (SACS) about a distance education component of their curricula.

[Effective: Spring 2009]

Curriculum and Bulletin Change: **APPROVED**  
[MPH Physical Activity and Public Health](#)  
Request to notify the Commission on Higher Education (CHE) and the Southern Association of Colleges and Schools (SACS) about a distance education component of their curricula.

[Effective: Spring 2009]

Curriculum and Bulletin Change: **APPROVED**  
[MPH in Biostatistics](#)  
Request to notify the Commission on Higher Education (CHE) and the Southern Association of Colleges and Schools (SACS) about a distance education component of their curricula.

[Effective: Spring 2009]

Curriculum and Bulletin Change: **APPROVED**  
[MPH Health Promotion, Education, and Behavior](#)  
Request to notify the Commission on Higher Education (CHE) and the Southern Association of Colleges and Schools (SACS) about a distance education component of their curricula.

[Effective: Spring 2009]

Curriculum and Bulletin Change: **APPROVED**  
[MPH Environmental Health Sciences](#)  
Request to notify the Commission on Higher Education (CHE) and the Southern Association of Colleges and Schools (SACS) about a distance education component of their curricula.

[Effective: Spring 2009]

Curriculum and Bulletin Change: **APPROVED**  
[Graduate Certificate, Public Health](#)  
Request to notify the Commission on Higher Education (CHE) and the Southern Association of Colleges and Schools (SACS) about a distance education component of their curricula.

[Effective: Spring 2009]

Curriculum and Bulletin Change: **APPROVED**  
[Graduate Certificate, Health Communications](#)  
Request to notify the Commission on Higher Education (CHE) and the Southern Association of Colleges and Schools (SACS) about a distance education component of their curricula.

[Effective: Spring 2009]

Curriculum and Bulletin Change: **APPROVED**  
[Arnold School of Public Health – Graduate Bulletin](#)  
Changes to the description in the *Graduate Bulletin*

[Effective: Spring 2009]

New Course Proposal: **APPROVED**  
[BIOS 775 Biostatistical Aspects of Bioinformatics \(3\)](#)  
Bioinformatics analyses related to public health and biomedical research. Gene-gene and gene-environment interaction, phylogeny analysis in disease classification, and clustering for expression data. Data analyses, simulation studies, algorithms, and interpretation of health data.

Prereq: BIOS 757

[Effective: Spring 2009]

New Course Proposal: **APPROVED**  
[BIOS 811 Survival Analysis II\(3\)](#)  
Parametric survival analysis, accelerated failure time model, frailty model, competing risk mode and multi-state model. Techniques motivated by applications in epidemiology and clinical medicine research, applications demonstrated using public health data sets.

Prereq: BIOS 810

[Effective: Spring 2009]

**COLLEGE OF ARTS AND SCIENCES**

***Statistics***

Course Change Proposal:

**APPROVED**

**From:** [STAT 710 Probability Theory I \(3\)](#)

Probability spaces, random variables and distributions, expectations, characteristic functions, laws of large numbers, and the central limit theorem.

{=MATH 710}

Prereq: STAT 511, 512, or MATH 703

**To:** **STAT 810** Probability Theory I (3)

Probability spaces, random variables and distributions, expectations, characteristic functions, laws of large numbers, and the central limit theorem.

{=MATH 710}

Prereq: STAT 511, 512, or MATH 703

[Effective: Fall 2009]

Course Change Proposal:

**APPROVED**

**From:** [STAT 711 Probability Theory II \(3\)](#)

More about distributions, limit theorems, Poisson approximations, conditioning, martingales, and random walks.

{=MATH 711}

Prereq: STAT 710

**To:** **STAT 811** Probability Theory II (3)

More about distributions, limit theorems, Poisson approximations, conditioning, martingales, and random walks.

{=MATH 711}

Prereq: STAT 710

[Effective: Fall 2009]

Course Change Proposal: **APPROVED**

**From:** [STAT 722 Advanced Statistical Inference \(3\)](#)

The advanced theory of statistical inference, including the general decision problem; Neyman-Pearson theory of testing hypotheses; the monotone likelihood ratio property; unbiasedness, efficiency, and other small sample properties of estimators; asymptotic properties of estimators, especially maximum likelihood estimators; and general sequential procedures.

Prereq: STAT 713 or consent of instructor

**To:** [STAT 822 Advanced Statistical Inference \(3\)](#)

The advanced theory of statistical inference, including the general decision problem; Neyman-Pearson theory of testing hypotheses; the monotone likelihood ratio property; unbiasedness, efficiency, and other small sample properties of estimators; asymptotic properties of estimators, especially maximum likelihood estimators; and general sequential procedures.

Prereq: STAT 713 or consent of instructor

[Effective: Fall 2009]

Course Change Proposal: **APPROVED**

**From:** [STAT 723 Large Sample Theory \(3\)](#)

Modes of convergence, limit theorems, and the asymptotic properties of estimators and tests.

Prereq: STAT 713

**To:** [STAT 823 Large Sample Theory \(3\)](#)

Modes of convergence, limit theorems, and the asymptotic properties of estimators and tests.

Prereq: STAT 713

[Effective: Fall 2009]

Course Change Proposal: **APPROVED**

**From:** [STAT 724 Nonparametric Inference \(3\)](#)

The general theory of nonparametric statistics, including order statistic theory, theory of ranks, U-statistics in nonparametric estimation and testing, linear rank statistics and their application to location and scale problems, goodness-of-fit, and other distribution-free procedures.

Prereq: STAT 713 or consent of instructor

**To:** [STAT 824 Nonparametric Inference \(3\)](#)

The general theory of nonparametric statistics, including order statistic theory, theory of ranks, U-statistics in nonparametric estimation and testing, linear rank statistics and their application to location and scale problems, goodness-of-fit, and other distribution-free procedures.

Prereq: STAT 713 or consent of instructor

[Effective: Fall 2009]

Curriculum Bulletin Change Proposal: **APPROVED**

[Master of Science in Statistics](#)

The department would like to add the requirement of another elective, raising it from 4 to 5 electives. We feel that this would strengthen the MS degree and broaden the student's base of knowledge. Under this proposal, MS students would take 2 required and one elective course in each of their first two semesters, then one required and two electives in the third semester and one elective and thesis credits in the fourth and final semester. It has been the policy of the department to have MS students take a minimum of 9 credit hours per semester except for their last semester in which they are engaged in thesis research.

[Effective: Fall 2009]

## COLLEGE OF NURSING

### *Nursing*

Curriculum Bulletin Change Proposal: **APPROVED**

[College of Nursing – Doctor of Nursing Practice Program \(DNP\)](#)

Request to notify the Commission on Higher Education (CHE) and the Southern Association of Colleges and Schools (SACS) about a distance education component of their curricula.

[Effective: Spring 2009]

**12. Report of the Petitions and Appeals Committee** (Nancy Zimmerman for JoAnne Herman)

One petition was considered by the Council.

- Adam Shiverdecker – Petition denied.

**13. Old Business**

**14. New Business**

**15. Good of the Order**

**16. Adjournment**

The meeting adjourned at 4:40 p.m.



---

Nancy Zimmerman, Secretary

cc:

President Harris Pastides

Provost Mark P. Becker

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