Graduate Council Meeting
Wednesday, November 15, 2017 3:30 p.m.
229 Terrell Hall
(The Bylaws prohibit representation by proxy.)

AGENDA

I. Reading, correction and approval of minutes
(October 11, 2017)

II. Graduate Council Committee Reports

A. Administrative Committee
   Committee Report (Mary Caplan, Chair)
   Action Item: Appeals Committee summer meeting strategy
   Action Item: Revised structure for appeals
   Action Item: Review of graduate courses/Curriculum Committee

B. Program Committee
   Committee Report (Welch Suggs, Chair)
   Action Item: College of Environment and Design requests name change from
   Graduate Certificate in Historic Landscape Studies to Graduate Certificate in Cultural
   Landscape Conservation

C. Curriculum Committee
   Committee Report (Mary Caplan, Chair)

D. Appeals Committee
   Committee Report (Nicholas Berente, Chair)

E. Strategic Planning Committee (Tina Harris, Chair)
   Action Item: Revise Graduate Faculty guidelines to allow both full- and part-time
   faculty to serve as Graduate Faculty
   Action Item: Revise Graduate Faculty guidelines to disband university-level graduate
   faculty in favor of Graduate Program Faculty appointed at the program level

III. Old Business

IV. New Business

V. Information Items

The Graduate School has administratively approved proposals to offer the Graduate
Certificate in Dyslexia and the Graduate Certificate in Nonprofit Management and
Leadership online.

VI. Adjourn
Graduate Council Administrative Committee Report
(Nov. 2017)

The Administrative Committee met on October 31, 2017. In attendance were Nicholas Berente, Mary Caplan, Tina Harris, and Welch Suggs. The committee discussed strategies for hearing appeals during the summer and the review of graduate courses/responsibilities of the Curriculum Committee. The Administrative Committee has three action items for the Graduate Council today:

1. Action Item: The Administrative Committee recommends that the following language be added to the description of the Appeals Committee: “The first Appeals Committee meeting of the academic year will occur at the beginning of the academic year (before end of the drop/add period) and the last will occur in the month of April”.

2. Action item: The Administrative Committee recommends that appeals process guidance be modified to including the following: The appellant and department are each allowed 10 minutes to present their arguments to the Appeals Committee.

3. Action item: The Administrative Committee recommends that the Curriculum Committee be disbanded and that graduate courses are reviewed/approved by Graduate School staff.
September 1, 2017

Dr. Pamela Whitten  
Senior Vice President for Academic Affairs and Provost  
203 Administration Building  
Campus

Dear Dr. Whitten,

The Historic Preservation Program in the College of Environment and Design is requesting a name change for our graduate Certificate in Landscape Studies to the Certificate in Cultural Landscape Conservation.

The reason for our request is two-fold. First, the term “cultural landscape” has become more widely used in the heritage management professions, including national and international organizations such as the U.S. National Park Service and the United Nations Educational, Scientific and Cultural Organization (UNESCO) World Heritage Centre. The term also more accurately covers the broad range of landscapes that are addressed in the field, which include sacred sites of indigenous peoples, farms, and industrial districts, as well as historic designed gardens. Second, substituting the word “conservation” for “studies” will more accurately describe the intent and the curriculum of the certificate, which entails not only studying cultural landscapes but also learning about the theory and techniques that are involved in their management and stewardship. “Conservation” is a term that captures a range of management strategies, ranging from stabilization and preservation, to rehabilitation and restoration.

This title change was approved by a unanimous vote of the faculty of the College of Environment and Design on August 30, 2017. The change will help our graduates by providing them with a title that is readily understood by professionals who work in the field, and it will help the university to more accurately communicate the value and intent of the certificate to prospective students. Thank you for your consideration of this request.

Sincerely,

Daniel J. Nadenicek  
Dean and Draper Chair in Landscape Architecture
NAME CHANGE JUSTIFICATION FORM

School/College: College of Environment and Design

Department: College of Environment and Design MHP Program

Certificate Name Change:

Current Certificate Name: Certificate in Landscape Studies

Proposed Certificate Name: Certificate in Cultural Landscape Conservation

JUSTIFICATION:

We request that the name of the Certificate in Landscape Studies be changed to the Certificate in Cultural Landscape Conservation. The reason for our request is two-fold. First the term more accurately covers the broad range of landscapes that are addressed in the field, which include sacred sites of indigenous peoples, farms, and industrial districts, as well as historic designed gardens.

Second, substituting the word “conservation” for “studies” will more accurately describe the intent and the curriculum of the certificate, which entails not only studying cultural landscapes but also learning about the theory and techniques that are involved in their management and stewardship. “Conservation” is a term that captures a range of management strategies, ranging from stabilization and preservation, to rehabilitation and restoration.

The requested change was unanimously supported by the College of Environment and Design MHP Faculty and by a full vote of the College of Environment and Design Faculty.
Approvals on File

Proposal: Name Change of the Existing Graduate Certificate in Landscape Studies to the Graduate Certificate in Cultural Landscape Conservation

Department: MHP Program, College of Environment and Design

College: College of Environment and Design

Proposed Effective Term: Semester after approval

School/College:

- College of Environment and Design Associate Dean, Mr. David Spooner
- College of Environment and Design, Dean Daniel Nadenicek

Graduate School:
Graduate Council Strategic Planning Committee Report  
(Oct. 2017)

The Strategic Planning Committee met on November 3, 2017. In attendance were Tina M. Harris, John Hulland, Javad Mohammadpour, and Aaron Thompson. The committee discussed Graduate Faculty and has the following action items for the Graduate Council:

1. Action Item: The Strategic Planning Committee recommends revision of the Graduate Faculty guidelines to allow both full and part-time faculty to serve as Graduate Faculty.

2. Action Item: The Strategic Planning Committee recommends disbanding of the university-level graduate faculty in favor of a series of “Graduate Program Faculty” appointed at the program level.
   a. Each graduate program will develop its own Graduate Program Faculty guidelines using the (amended) overarching Graduate Faculty Guidelines. The Graduate Program Faculty guidelines must encompass all aspects of the overarching Graduate Faculty Guidelines, but can be more stringent.
   b. The Graduate School will collect and house a library of Graduate Program Faculty Guidelines.
   c. The Graduate School will ensure that compliance with these guidelines is included in the Program Review and Assessment Committee (PRAC) review of the unit that houses the graduate program.
   d. The Graduate School will work with the Graduate Council to address any inconsistencies, deviations, or disagreements pertaining to Graduate Program Faculty, including but not limited to appeals by individual Graduate Program Faculty on appointment, revocation, or removal decisions and disagreements regarding qualifications required for appointment to a Graduate Program Faculty. Such matters must be considered at the program, school, or college level before referral to the Graduate School for consideration by the Appeals Committee.
   e. The Graduate Council will periodically review the overarching Graduate Faculty Guidelines and recommend modifications, if necessary.