

**The University of Alabama in Huntsville
Graduate Council Meeting
Minutes**

**Friday / November 17, 2023
2:00 p.m. in SSB 201**

Members Present: Mike Anderson, COE*
Maria Pour, COE
Keith Hollingsworth, COE
Nicholas Loyd, COE
Wafa Hakim-Orman, COB*
Sophia Marinova, COB
Xiaotong Li, COB
Jodi Price, CAHS*
Lisa Vangsness, CAHS
Lingze Duan, COS*
Larry Carey, COS
Tanya Sysoeva, COS
Nilsa Black-Meade, CON
Lenora Smith, CON
Tracy Lakin, CON
Paul Whitehead, CoED
Jon Hakkila, Chair*

Members Absent: Dylan Baun, CAHS (On sabbatical / Proxy: Stephen Waring)
Joe Conway, CAHS
Ming Sun, COS
Louise O'Keefe, CON*
Derrick Smith, CoED*
Hamsa Mahafza, CoED
David Moore, Library*
Amber Adcock, Interim Registrar*
Suzanne Simpson, OIREA*

Guests: Nicholaos Jones, CAHS
Jakobus le Roux, COS
Jay Sebastian, COS
Christine Sears, CAHS
Susan Knight, Graduate School
Simone Frazier, Graduate School
Michelle Massey, Graduate School

**Non-Voting Member*

1. Roll Call

A record of attendance was recorded as noted above.

2. Approval of the Agenda

Motion was made by Dr. Lisa Vangsness to approve the graduate council meeting agenda. Motion was seconded by Dr. Lenora Smith. Motion carried.

3. Approval of the Minutes of the Meeting of October 13, 2023

Motion was made by Dr. Nilsa Black-Meade to approve the minutes of the meeting of October 13, 2023. Motion was seconded by Dr. Mike Anderson. Motion carried.

4. Announcements

a. Recent Graduate School Events

i. 3MT Competition – October 30

1st Place Winner: Wren Jenkins (Biological Sciences)

2nd Place Winner: Boshra Rezvanian (Biotechnology Science & Engineering)

3rd Place & People's Choice Winner: Purva Diwanji (Physics & Astronomy)

b. Graduate Assistantships Update – *Dr. Hakkila announced that the University has increased stipends, which were made retroactive to November 1, and that there is a new scale for assistantships going forward. He stated that the rates are now more competitive and thanked the UAH Faculty Senate and Dr. Andrea Word for being instrumental in bringing this to fruition. He also explained that, during the process of developing and refining the Kualo form used in this process, some issues have been uncovered and improved, one of which was what has been termed as offer “letters” in the past should now be referred to as “contracts” since the issuance of actual offer letters by departments is a separate process from completing the Kualo assistantship “contracts.” There is more work to be done in this regard, which will be communicated as it occurs.*

c. Catalog Links – *Ms. Michelle Massey explained that, during the process of checking the graduate school links in the new Kualo catalog, she has discovered that the links now direct users to the catalog landing page rather than directly to the degree programs as was the case previously. She encouraged all departments to assign someone to do a deep dive and check their respective catalog page links to ensure they are directing users to the proper locations. Departments should work directly with the Office of Marketing and Communications to make corrections.*

d. CPOS Process – *Ms. Michelle Massey also stated that, within the last couple of days, the CPOS (Course Program of Study) process has begun, wherein the office of financial aid evaluates our Degree Works software to see if students' registered coursework counts toward their programs of study. The Graduate School now receives these daily CPOS reports that show students with registered hours that do not qualify for federal financial aid. In these cases, the Graduate School sends emails to these students, while copying their advisors or program coordinators, to advise them to check into why the courses are not counting and, if necessary, submit a program of study form or change in program of study form to the Graduate School so that the Registrar's Office can refer to the newly submitted POS forms to make the exceptions needed. Dr. Hakkila added that, prior to Ms. Massey joining the Graduate School, there was a lapse in communication as no one was monitoring the CPOS reports, and students and advisors/program coordinators were not being assisted with these financial aid issues.*

e. Theses/Dissertations/DNP Projects – Deadline Reminder

i. December 8: Students must finish copyediting process with Ms. Simone Frazier

Dr. Hakkila and the graduate school staff provided information about the graduate-focused events and items as noted above.

5. Curricular Items

- a. (CAHS) CERT ISP – Intelligence & Security (graduate certificate) - **Approved**
- b. (CAHS) HY 590/HY 490 – Research Seminar in History - **Conditionally approved upon receipt of syllabi**
- c. (CAHS) HY 605 – Introduction to Historiography - **Approved**
- d. (CAHS) JUMP: English - BA/MA - **Approved**
- e. (CAHS) MA PROF COMM – Professional Communications MA - **Approved**
- f. (CAHS) MHY – History, General (concentration) - **Approved**
- g. (COS) CERT MOD – Modeling & Simulation (graduate certificate) - **Approved**
- h. (COS) MATS – Atmospheric Science (concentration) - **Approved**
- i. (COS) PHD ATS – Atmospheric Science PhD - **Approved**
- j. (COS) PHD CS – Computer Science PhD - **Approved**
- k. (COS) SPA 639 – Nonlinear Kinetics Processes in Space Plasma - **Approved**
- l. (COS) SPA 664 – Computational Plasma Physics - **Approved**
- m. (COS) SPA 665 – Stochastic Methods Comp Sci - **Approved**
- n. (COS) SPA 666 – Supercomputer Lab - **Approved**
- o. (COS) Graduate Certificate in Computational Physics - **Approved**

6. Graduate Faculty Nominations – For Membership Consideration

- a. College of Business
 - i. Jones, Jamie (MS) – **Tabled (pending recommendation letter from Dr. Yeqing Bao)**
- b. College of Engineering
 - i. Ferreira, Susan (PhD) - **Approved**
 - ii. Huang, Wensheng (PhD) - **Approved**
 - iii. Sisiopiku, Virginia (PhD) - **Approved**
 - iv. Werth, Aaron (PhD) - **Approved**
 - v. Wise, Michael (PhD) - **Approved**
- c. College of Nursing
 - i. Burton, Wanda (PhD) - **Approved**
 - ii. Cleveland, William (MD) - **Approved**
 - iii. Hatcher, Barbara (PhD) - **Approved**
 - iv. Kerns, Carolyn (EdD) - **Approved**
 - v. Sumengen, Aylin (PhD) - **Approved**
- d. College of Science
 - i. Aggarwal, Sudhir (PhD) - **Approved**
 - ii. Golden, Jennifer (PhD) - **Approved**
 - iii. Goldstein, Adam (PhD) - **Approved**
 - iv. Ning, Baitang (PhD) - **Approved**
 - v. Robin, Arif Hasan Khan (PhD) - **Approved**
 - vi. Serra, Rosa (PhD) - **Approved**

7. **Bulk Graduate Course Inactivations by College** – *Course lists for proposed inactivation were approved for the CAHS, COE, CoED, CON, and COS. There was no course list from the COB.*
8. **For the Good of the Order**
N/A
9. **Reminder: Next Graduate Council Meeting** – *Friday / December 1, 2023 – SSB 313 @ 2:00 p.m.*
10. **Adjourn**
The meeting adjourned at 3:15 p.m.