UMGSB GRADUATE COUNCIL  

Thursday, October 5, 2023  
Meeting Hosted by  
UMBC  
2:00 pm – 4:00 pm

MINUTES


Guests: Dillon Mahmoudi, Andrea Miller, Mark Marten, Mohammed Younis, Amy Froide.

1. Approval of Minutes from Council Meeting held on September 7, 2023: minutes were approved as written.

2. Announcements/plans/issues UMB:
   ○ Erin Golembewski: no announcements to report currently.

3. Announcements/plans/issues UMBC:
   ○ Janet Rutledge: UMBC is holding their MORE (Mentoring Others Results in Excellence) workshop on October 6th, 2023. The first workshop is hosting two individuals from the University of Michigan who will be presenting. Members of the MORE committee, two of those members who are from the GSA’s Student Success Committee, will be participating with a graduate student or will be observing the workshop. UMBC will be conducting additional workshops across campus and opportunities for individual departments for the MORE committee to talk and participate in activities.
   ○ A new study abroad program will be launched that is geared toward master’s students as an opportunity to complete coursework and conduct research. Since UMBC has a well-developed study abroad program at the undergraduate level, UMBC is formalizing one catered to master’s students who want to do a semester, short summer, or a research experience in collaboration with Osnabrück University in Germany. Conversations are also occurring with other universities about this opportunity.
   ○ UMBC is curating an option for satisfactory/unsatisfactory grading rather than pass/fail as a way for either grading to not affect a student’s GPA. This has already been implemented at the undergraduate level and is being worked on for the graduate level.

4. GSA Reports
   ○ UMB
      ■ Nikita Aggarwal: DEI Committee is organizing an initiative to improve classroom curriculums to implement inclusive pedagogical practices. One on one meetings will be conducted with program directors to implement this initiative.
      ■ A town hall will be held regarding the design and delivery of the student learning experience. GSA is encouraging graduate students to participate.
      ■ Planning for the Graduate Research Conference (GRC) is underway.
      ■ GSA is hearing concerns regarding existing parental leave policies from parent graduate students.

   ○ UMBC
      ■ Jeffrey Halverson: UMBC is having its first town hall with their GA Advisory Committee (GAAC), their constituents, and senior leadership in the graduate school to receive feedback and advocate for Graduate Assistants.
GSA is hosting their third annual Graduate Student Fest.

5. Committee Reports
   ○ Program Review
      ■ John Basile: YTR for Chemical, Biochemical & Environmental Engineering (CBEE)
        ● Recommendation to have a full-time CBEE Graduate Program Coordinator to support the two graduate programs in the Department (CENG & ENEN).
        ● Recommendation to have two separate advertising brochures/fliers, one for each program.
        ● Recommendation to proactively recruit graduate students to the CBEE through online open houses as an opportunity for international students to full participate and implement options for the English language proficiency tests and development of a rubric to score applicants in lieu of GRE scores.
        ● Recommendation to have an average time of 4.5 years to graduate from CBEE programs but could be longer for non-engineering BS degree holding students.
        ● Recommendation to have UMBC work towards balancing the service load in the CBEE Department and distribute service load more equitably across all faculty members.
        ● Mark Marten, Chair of CBEE: Andrea Miller joined to fill the full-time administrative role and a third person was hired in a contingent role. In terms of marketing, everything is done electronically. Focal Point Productions of Professional Videography Company was hired to create marketing videos. Graduate student stipends have been raised and will be raised on a yearly basis (3% increase a year).
      ■ John Basile and Mohamed Younis, Interim Chair of CSEE: APR for Computer Science Electrical Engineering (CSEE)
        ● Recommendation to reduce graduate course offerings because the faculty is needed to cover undergraduate courses.
        ● The college is working on being more integrated into the admission decisions so incoming classes are proportionate to teaching resources.
        ● Financials have improved due to the revenue from the DATA and CYBER MPS programs.
        ● The college has worked with the administration to acquire more financial resources to support TAs.
        ● Recommendation to pursue new recruitment options.
        ● Recommendation to increase stipends, extend the support duration, and provide guidelines for appropriate research assistantships.
        ● Suggestions have been made to help students in finding training/employment opportunities that do not require US citizenship.
        ● Recommendation to introduce events that facilitate increased faculty and student interactions.
        ● Curriculum recommendations to reduce the number of required courses for the PhD program, increase graduate course offerings, re-evaluate the thesis requirement, remove unoffered classes from the catalogue, and offer new degree offerings.
        ● Recommendation to increase office and instructional space.
        ● Recommendation to improve faculty mentoring and retention, reduce reliance on adjunct faculty, reduce staff dissatisfaction caused by increasing workload.
      ■ Jennifer Maher: YTR for the Department of History
• Department has seen improvements in solidifying and diversifying graduate student enrollment and sustain public history for recruitment efforts.
• Ongoing challenges include marketing to increase enrollment, funding for and recruitment of students, and staffing.
• Amy Froide, Chair of History, emphasized the accomplishments of the History Department as well as proactively working towards addressing the challenges and implementing solutions for them.

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<th>Jennifer Maher: YTR for Geography and Environmental Sciences (GES)</th>
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<td>• Enrollment has increased sizably for master’s students and PhD student number have relatively stayed the same.</td>
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<td>• Research lab has grown with 3 faculty positions being filled.</td>
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<td>• A few faculty members in this department have been recognized for their success in research by the college system or National Foundation.</td>
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<td>• As part of the ICARE grant, GES faculty work with other college faculty to design, lead, and teach EDI principles in the environmental sector course.</td>
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<td>• The MPS in GIS was overhauled in collaboration with the Division of Professional Studies to reboot program objectives and new courses.</td>
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<td>• MPS program is focused on completing social justice-focused spatial analysis with community partners such as the Baltimore City’s Urban Planning Department and the Baltimore Neighborhood Indicators Alliance.</td>
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<td>• GES has experienced challenges such as inadequate faculty office space, faculty hires, graduate student support, and transportation to class and field sites.</td>
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○ Long Range Planning and New Programs
  ■ Lucy Wilson: GES PBC in Geographic Information Systems (GIS)
    • Proposal is a request to change a required core course for the PBC in GIS. Making this change fits more closely with the new program’s objectives, as well as meeting the demand of what students are seeking from the program.
    • The Committee recommends approval of this change to the core course requirements for the PBC in GIS in alignment with the masters.
  ■ Dillon Mahmoudi, GPD for GIS: Before we can teach those database courses, there are other requirements that students need to know such as learning how datasets work together (i.e., students should learn about datasets and have a firm understanding of those concepts prior to learning about databases).
    • Council approves recommendations and changes.

○ New Courses
  ■ UMBC
    • PHYS 623 – Introduction to Atmospheric Radiation
      a. Administrative approval with recommended revisions.
    • IS 665 – User Experience Research Methods
      a. Approved.
    • HIT 690 – Social Determinants with Health Informatics
      a. Revisions recommended; to be reviewed a later time.
    • PROJ 667 – DEI Mindset in Technical Project Management
      a. Approved.
    • DATA 607 – Leadership in Data Science
      a. Approved.
  ■ UMB
    • DMSC 714 – Leadership and Advocacy
      a. Administrative approval with minor revisions.
    • HPE 870 – Capstone in HPE
a. Approved.

- HPE 800 – Innovations in HPE
  a. Approved.
- MP 601 – Radiation Therapy Physics
  a. Administrative approval with minor revisions.
- HPE 760 – Mixed Methods Research
  a. Administrative approval with minor revisions.
- CIPP – Climate Change, Health, and Society
  a. Revisions required for resubmission.

- Change in Existing Course
  - NURS 851 – Analysis for Experimental Research Designs
    a. Approved.
  - GPLS 721 – Microscopy Fundamentals and Modern Imaging Applications
    a. Revisions required for resubmission.
  - GPLS 769 – Advances in Immunology
    a. Approved.

- Graduate Faculty
  UMBC
  - Sandra Barrueco: Non-Member to Regular
    • Approved
  - Omer Capraz: Non-Member to Regular
    • Approved
  - Pamela Rakhshan Rouhaktar: Associate to Regular
    • Approved
  - Lauren Price: Non-Member to Special (3 years)
    • Approved
  - Adithyan Rajaraman: Associate to Special (1 year)
    • Approved during May 2023 meeting.
  - Lee Ann Ferguson: Non-Member to Regular
    • Rejected and recommending Associate level.

- UMB
  • None to report.

6. Old Business
  • Tabled for next meeting.

7. New Business
  • Tabled for next meeting.

Next Meeting:
November 2, 2023
Hosted by UMB
Zoom