

**Graduate Committee Regular Meeting Minutes**  
 University of North Dakota  
 December 8, 2014 – Montgomery, Room 20

**Chairing the Meeting:** Paul Todhunter

**In attendance:** Hans Broedel, Ann Flower, Dana Harsell, Naima Kaabouch, Kim Kenville, , Andrew Quinn, Jan Stube, Margaret Zidon, and Wayne Swisher

**Not in attendance:** Josh Bronfman, Robert Newman, and Jesse Rhoades

**Others in attendance:** Linda Campbell – Recording Secretary, Laura Look – Asst. to the Dean, and Guest: Dr. Arielle Selya (MPH) and Dr. Scott Johnson (PtrE)

Agenda Item	Discussion	Action
Meeting Called to Order	3:06 PM	<b>Paul Todhunter</b>
Approval of Minutes	The minutes from December 1, 2014 <span style="float: right;"><i>Paul Todhunter</i></span> <u>Motion:</u> “Move to approve”. <span style="float: right;">(Kenville/Quinn)</span>  <u>Vote:</u> Approved – 5                  Abstain - 3	<b>Approved</b>
Old Business	None	
New Business	<u><b>Atmospheric Sciences</b></u> <span style="float: right;"><i>Discussant: Kim Kenville</i></span> <u>Atmospheric Sciences</u>  <ul style="list-style-type: none"> <li>• AERO 530: Advanced Earth System Sciences                             <ul style="list-style-type: none"> <li>○ Request course change – Change department name from UND-AERO to, ‘Atmospheric Sciences’.</li> <li>○ Request course change - Change pre-requisites to, ‘Permission of instructor’.</li> </ul> </li> </ul> <u>Motion:</u> “Move to approve requests for course changes”. (Kenville/Broedel)  <u>Vote:</u> Approve – Unanimous	<b>Approved</b>

**Engineering**  
**Chemical Engineering**

*Discussant: Niama Kaabouch*

- CHE 501: Advanced Transportation Phenomena
  - Request course change – Change term offering the course
- CHE 509: Advanced Chemical Engineering Thermodynamics
  - Request change in pre-requisites – Change from CHE 403 to 303.

**Motion:** *“Move to approve all the request from Chemical Engineering”.*  
(Kaabouch/Harsell)

**Vote:** Approve – 7                      Abstain – 2

- CHE 597: Graduate Cooperative Education
  - Request for a new course

\*Approved pending making change in the number of credits

Approved

Tabled

**Engineering**

- ENGR 556: System Dynamics I
  - Request for a new course
- ENGR 558: System Dynamics II  
*(not previously on the agenda - GC Chair accepted this request for review at the meeting)*
  - Request for a new course

Approved

**Motion:** *“Move to approve the request of the two new course additions”.*  
(Kaabouch/Zidon)

**Vote:** Approve – Unanimous

**Geology**

- GEOL 551: Heat Flow
  - Request for a new course
- GEOL 560: Geothermics I
  - Request for a new course
- GEOL 561: Geothermics II
  - Request for a new course

**Motion:** *“Move to table”.* (Harsell/Kenville)

**Vote:** Approve

Tabled

	<p><i>*ME 566 &amp; 580 was approved last week and were awaiting attachments that were attached and forwarded to the UCC.</i></p> <p><b><u>Social Sciences</u></b> <span style="float: right;"><i>Discussant: Paul Todhunter</i></span>  <b><u>Psychology</u></b></p> <ul style="list-style-type: none"> <li>• Psyc-MS-FP: MS in Forensic Psychology <ul style="list-style-type: none"> <li>○ Request for change in Admissions requirements – Discontinue limit of words for personal statement.</li> </ul> </li> </ul> <p><b><u>Motion:</u></b> “Move to approve request”. <span style="float: right;">(Quinn/Kaabouch)</span></p> <p><b><u>Vote:</u></b> Approve – Unanimous</p>	<b>Approved</b>
Matters Arising	<p style="text-align: right;"><i>Wayne Swisher</i></p> <p><b><u>Cross/Dual Listing of Courses &amp; Technology Held Defenses</u></b></p> <p>A discussion was held regarding Cross listing and Dual listing of courses and the further discussion will be held to develop a policy for these options.</p> <p>There was a request from the Engineering department for the committee to discuss the current requirement that undergraduate students enrolling in 500-level courses must get a signature from the School of Graduate Studies. This seems like an unnecessary step if the student has already been ok'd by either the instructor or the department. The discussion was held – no motion was made.</p>	
	Meeting Adjourned at 4:35 PM	

  
Chair of Graduate Committee

*Dec. 14, 2011*  
Date