

**MINUTES OF THE GRADUATE CURRICULUM
COMMITTEE MEETING**

November 16, 2005

4:00 PM, College of Engineering Conference Room, Tech Tower

PRESENT: Venkatswaran (CoC), Davis (PSY), Babensee (BME.CoE, Anderson (ECE), Peponis (COA), Green (Math), Smith (AE), Craig (AE), Parker (ISyE), Goldsman (ISyE), Nagao (MGT), Pikowsky (Registrar)

VISITORS: Kilroy (Graduate Studies), Bradd (Registrar), Potts (Grad Admissions), Tyson (CHEM), Hud (CHEM), Girardot (CETL)

1. Approval of Minutes. A motion was made to approve the Minutes from the October 27 meeting. The motion was seconded and approved. Unanimous.
2. A motion was made to approve the recommendations of the Petitions Subcommittee. The motion was seconded and approved. Unanimous.

Subcommittee Recommendations from November 14, 2005

Reason for Petition	Approve	Total	Denied	Total	No Action
Late withdrawal from course	3				
Late withdrawal from school	3				
Late change of grade	1				
Waiver of 6-year Rule	1				
Change grade basis of course	1				
To be concurrently enrolled	1				
To count courses taken as special student towards graduate degree	1				
To count courses taken as undergraduate towards graduate degree	1				
No action					3
TOTALS:		12 Approved			3 No action

3. New Petitions

Reason for Petition	Approve	Total	Denied	Total
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Late withdrawal from course			1	
Late withdrawal from school	1			
To count courses taken as special student count towards graduate degree and be changed to degree seeking without a Bachelor's degree	1			
Award degree posthumously	1			
TOTALS:	3 Petitions Approved		1 Petition Denied	

3. A motion was made to approve a new course, CETL 8795, and a revision to the existing CETL 8793 proposed by the Center for the Enhancement of Teaching and Learning. The motion was seconded and approved. Unanimous.

NEW COURSE

CETL 8795 Advanced Oral Skills for International Graduate Students and Teaching Assistants 0-0-2

REVISED COURSE

CETL 8793 Oral Skills for International Graduate Students 0-0-2

Catalog description: CETL 8793 is an oral skills class designed to help graduate students become more accurate and fluent in both verbal and nonverbal skills. In addition to working on acquiring an American accent and body language when speaking English, students will work on basic presentation skills.

4. A request from the College of Management to schedule two courses (6124 and 6128) sequentially within the same semester was tabled until a representative can attend the meeting to provide additional information.

5. Note for the administrative record: New course proposal form for APPH 6898 incorrectly listed the hours as 1-2-1. The correct hours should be 1-3-2.

11/t/jjj 8:40 AM