

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

**Wednesday / December 7, 2022  
10:30 a.m. in SSB 201**

- Members Present:** Michael Anderson, COE\*  
Maria Pour, COE  
Nicholas Loyd, COE  
Sophia Marinova, COB  
Wafa Hakim-Orman, COB\*  
Joe Conway, CAHS  
Jodi Price, CAHS\*  
Tim Newman, COS  
Rob Griffin, COS\*  
John Mecikalski, COS  
Tanya Sysoeva, COS  
Angela Hollingsworth, CON  
Louise O’Keefe, CON\*  
Hamsa Mahafza, CoED  
Paul Whitehead, CoED  
Jon Hakkila, Chair\*  
David Moore, Library\*
- Members Absent:** Yu Lei, COE (Proxy: Maria Pour)  
Xiaotong Li, COB (Proxy: Sophia Marinova)  
Dylan Baun, CAHS (Proxy: Joe Conway)  
Tracy Lakin, CON  
Lenora Smith, CON (Proxy: Angela Hollingsworth)  
Janet Waller, Registrar\*
- Guests:** Judith Schneider, Materials Science  
Jakobus le Roux, COS  
Letha Etkorn, COS  
Simone Frazier, Graduate School  
Susan Knight, Graduate School

*\*Non-Voting Member*

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**1. Roll Call**

*A record of attendance was recorded as noted above.*

**2. Approval of the Agenda**

*Motion was made by Dr. Angela Hollingsworth to approve the graduate council meeting agenda.  
Motion was seconded by Dr. Hamsa Mahafza. Motion carried.*

### **3. Approval of the Minutes of the Meeting of November 18, 2022**

*Motion was made by Dr. Tim Newman to approve the minutes of the meeting of November 18, 2022. Motion was seconded by Dr. Angela Hollingsworth. Motion carried.*

*At this point in the meeting, Dr. Hamsa Mahafza asked if there was a definition of graduate “rigor” as well as examples of objectives, expectations, and a rubric by which faculty can use when vetting their graduate-level syllabi. Dr. Jon Hakkila responded that he will bring to the next graduate council meeting an example of such a rubric.*

*Dr. Tim Newman also asked if UAH has an “institutional statement” and shared that he thought it might be a good idea to write one as a formal statement for SACSCOC. Dr. Jon Hakkila commented that he was not aware of any such statement but he agreed that it was a good idea.*

### **4. Announcements**

- a. Graduate Records Coordinator – Michelle Massey (starts December 14)

*Dr. Hakkila provided updates about graduate-focused topics, as listed above, noting that Ms. Massey will immediately begin sending out probationary letters to applicable students, copying their deans, advisors, etc. for their awareness and so that they can help students get back on track.*

*Dr. Letha Etzkorn asked whether GPAs are being tracked for undergraduate students. Dr. Hakkila replied that he would find out and have an answer at the next graduate council meeting.*

### **5. Curricular Items**

- a. College of Education
  - i. Course Change: KIN 699 (Thesis)

*Dr. Paul Whitehead provided commentary on item 5.a.i., explaining that the credit option has been scaled from 1-3 credit hours to 0-3 credit hours so students who remain in the program as a result of missing thesis deadlines can maintain their standing for an additional semester; the use of the zero-credit hour option will only be allowed for a single semester. Council approved.*

- b. College of Engineering
  - i. New Course: CE 556L-456L (Water Quality Control Lab)

*Dr. Michael Anderson provided commentary on item 5.b.i., explaining that the zero-credit lab was added so that students would have to sign up for one of three sections of the lab, ensuring that they attend the lab during a certain time slot.*

*Since this is a cross-listed course/lab, council conditionally approved if (1) “CE 556L” is added to the top of the syllabus, and (2) a sentence is added to the course syllabus stating something similar to the following: “The lab section will implement concepts that build upon the lecture portion of the course.” Dr. Joe Conway made a motion to approve per the stipulated conditions; Dr. Tim*

*Newman seconded motion. Motion carried. **This curricular item and revised syllabus are to be resubmitted at a future graduate council meeting. (Note: On 1/5/23, Dr. Michael Anderson stated that “he spoke with the instructor, and she is going in a different direction for 556L, so it will not need to be voted upon.”)***

c. College of Nursing

i. Program Approval: Post Masters AGACNP Certificate

*Dr. Louise O’Keefe provided commentary on item 5.c.i., noting that this certificate option is designed for those who have already earned an MS degree in an advanced practice role and have a year of experience as a licensed nurse in a critical care setting and desire additional preparation for the AGACNP certification. Council approved.*

d. College of Science

- i. Course Change: CS 597 (Special Topics)
- ii. Course Change: CS 598 (Special Topics)
- iii. Course Change: CS 635 (Computational Models of Cognition)
- iv. Course Change: CS 643 (Data Compression)
- v. Course Change: CS 655 (Formal Methods of Software Engineering)
- vi. Course Change: CS 658 (Software Proc & Prod Improvement)
- vii. Course Change: CS 686 (Information Assurance)
- viii. Course Change: CS 703 (Theory of Programming Languages)
- ix. Course Change: CS 717 (Advanced Algorithm Design & Analysis)
- x. Course Change: CS 742 (Image Processing Algorithms/Architecture)
- xi. Course Change: CS 790 (Operating Systems Seminar)

*Since items 5.d.i. through 5.d.xi. each proposed a course deletion or course inactivation, Dr. Hakkila suggested voting on all course changes at the same time. Council approval all items.*

xii. New Course: AES 624 (Aerosols and Clouds)

*Dr. John Mecikalski provided commentary on item 5.d.xii. explaining that it was a Special Topics course and they want to assign a course number to it. Dr. Tim Newman questioned the academic rigor of the course since the syllabus only shows homework and presentation sections. Dr. Hakkila added that he was also concerned that the syllabus does not mention anything about the level of textbooks/readings. This item was tabled, with no objections, until the professor has updated the syllabus accordingly. **This new course and revised syllabus are to be resubmitted at a future graduate council meeting.***

xiii. New Course: BYS 610 (Biology Graduate Internship)

*Dr. Rob Griffin provided commentary on item 5.d.xiii. noting that this course enables a student to get UAH credits for a paid or unpaid internship in a biology-*

*related field. The internship must be arranged between the internship supervisor and the UAH instructor. Council approved.*

- xiv. New Course: CH 522 (Chemical Instrumentation Lab)

*Dr. Rob Griffin provided commentary on item 5.d.xiv. indicating this new course will split the course lab from the course lecture (CH 521). Council approved.*

- xv. New Course: CS 521 (Intensive Intro to Programming & Software Engineering)

*Dr. Letha Etzkorn provided commentary on item 5.d.xv. explaining that the new course is 4 credit hours and is an intensive introduction to programming for graduate students from other disciplines besides computer science. After much discussion, the item was tabled due to the complex implications of a 4-credit hour course. **This course will be re-evaluated and resubmitted at a future graduate council meeting.***

- xvi. New Course: CS 566 (Offensive Security)  
xvii. New Course: CS 681 (Malware Analysis)  
xviii. New Course: SPA 689 (Analysis of Spacecraft Data)  
xix. Program Approval: BYS PhD (PhD in Biology)  
xx. Program Approval: CS – Cybersecurity in CS Certificate  
xxi. Program Approval: CS – Cybersecurity in CS Concentration for MS in CS  
xxii. Program Approval: CS – Masters in CS Cybersecurity Concentration  
xxiii. Program Approval: CS – Masters in CS  
xxiv. Program Approval: CS – Masters in Software Engineering  
xxv. Program Approval: CS – Modeling and Simulation Certificate  
xxvi. Program Approval: CS – PhD in Computer Science  
xxvii. Program Approval: CS – Software Engineering Certificate  
xxviii. Program Approval: CS – ECE Cybersecurity Certificate  
xxix. Program Approval: CS – Intensive CS Core Certificate  
xxx. Program Approval: CS – Masters in Cybersecurity CS Track

*Due to the time required to discuss previous agenda items, council did not have time to review items 5.d.xvi. through 5.d.xxx. listed above. These items will carry over to the January 2023 graduate council agenda.*

## **6. Graduate Faculty Nominations – For Membership Consideration**

- a. College of Arts, Humanities, and Social Sciences  
i. Austin, Lana – *Council approved.*
- b. College of Nursing  
i. Brown, Yolanda – *Council approved.*
- c. College of Science  
i. Adamek, Daniel – *Council approved.*  
ii. Chew, Teng-Leong – *Council approved.*  
iii. Cline, Sara – *Council approved.*

- iv. Ginory, Alejandro – *Council approved.*
- v. McNicholas, James – *Council approved.*
- vi. Morales, Claudio – *Council approved.*
- vii. Rose, Thomson – *Since this nominee does not have a terminal degree but does have a Master of Science in computer science and more than the minimum of ten years' best practice amount of industry experience, council decided to move this nomination forward for discussion between Dr. Jon Hakkila and the Provost for review and decision. (Note: On 12/8/2022, Dr. Jon Hakkila stated that he and the Provost, Dr. Dave Puleo, agreed to approve Mr. Thomson to teach only CS 554, Intro to Cloud Computing, for one semester, at the graduate-level; renewal of this appointment will depend on Mr. Thomson's teaching performance of CS 554.)*
- viii. Sachs, Matthew – *Council approved.*
- ix. Kumar, Ravi – *Council approved.*

**7. For the Good of the Order**

Dr. Maria Pour questioned why there is a two weeks' notice requirement for a PhD Qualifying Exam. Dr. Jon Hakkila indicated there does not need to be and that he has not been enforcing two weeks' notice in the case of a PhD Qualifying Exam. Dr. Pour suggested council formally approve a recommendation to waive the two weeks' notice in this instance. Dr. Joe Conway made motion to approve. Dr. Hamsa Mahafza seconded. Motion carried.

Dr. Michael Anderson suggested adding a topic for discussion after the New Year regarding second master's degrees.

Dr. Hamsa Mahafza asked about the timeline to improve the Graduate Handbook. Dr. Jon Hakkila indicated that the Graduate School has been working with the UAH Office of Counsel and hopes to make more progress during spring 2023.

**8. Adjourn**

The meeting adjourned at 12:23 p.m.