



GRADUATE COUNCIL MINUTES

May 8th, 2023

The Graduate Council met virtually on Monday, May 8, 2023, at 2:00P.M.

Graduate Council members present: Dr. Stephen Shapiro, Chair; Drs. Demetrius Abshire, Hassan Anderson, Jean Ellis, Edie Goldsmith, Jing Fang, Shana Harrington, Kathy Kim, William Matchin, Srihari Nelakuditi, David Reisman, Sheryl Wiskur, Neal Woods, Christina Yao, and Rajat Das Gupta (GSA)

Graduate Council members absent: Drs. Subra Bulusu, Terrance McAdoo, Wendy Regoeczi (excused), and Sriram Venkataraman

Graduate School Representatives: Dr. Cheryl Addy, Dr. Murray Mitchell (Secretary), Dr. Toby Jenkins-Henry, Dr. Angelina Sylvain, Dale Moore, Wright Culpepper, Libby Cross, and Wanda Barr

Provost Office Representatives: Trena Houp

Guests: Dr. Beth Barnes (COMD), Dr. Karen Gavigan (Information Science), Dr. Susan Steck (EPI/BIOS), Dr. Donna Watson (College of Education), Dr. Nicholas Watanabe (HRSM), Dr. Matthew Wilson (Political Science), Lawona Hill (College of Education), Gaurav Harshe (GSA), and Andrew Kramarchyk (GSA).

NOTE: These minutes will become final on August 28th, 2023, if not challenged.

- 1. Call to Order and Approval of Agenda** (Stephen Shapiro, Chair)
The meeting was called to order at 2:00p.m., and the Agenda was approved.
- 2. Approval of the Minutes from April 24, 2023.** Approved actions by Graduate Council become effective 30 days after posting. A copy is available on the Graduate School website at: <https://bit.ly/3SvPO0E>.
The minutes from February were unanimously approved.
- 3. Report of the Chair** (Stephen Shapiro)
Dr. Shapiro announced that this would be his last with Graduate Council. He thanked the Graduate Council for all of their hard work. It gives a lot of insight and guidance to the direction of the Graduate School, and he appreciates that. Dr. Jean Ellis will be taking over as chair for the next year, and he wished her luck in keeping the Graduate Council going in the right direction.
- 4. Report of the Interim Dean of the Graduate School** (Cheryl Addy)
Dr. Addy thanked Dr. Shapiro for his leadership role as chair this year and for the role that he played on

Graduate Council.

As an administrative reminder for the members of Graduate Council, full members are the elected faculty members and the GSA president. These are the only people who can vote. Ex officio members, Graduate School staff, and other guests do not vote. Graduate Council members need to pay attention to who is voting going forward. Fortunately, most items being voted on are unanimous; so, it has not been a big deal, but technically we need to follow the guidelines.

Dr. Addy thanked those who supported our students who graduated on May 5th and 6th. For doctoral, we had approximately 170 eligible to graduate and 140 who participated in the doctoral hooding. Participation of graduates in non-doctoral programs is somewhat lower, but she still shook many hands. She was especially touched by the number of graduates wearing a first-generation student stole. She knows what an achievement that is for someone who does not have that family history of higher education and making it not just through undergraduate but through a graduate or even a doctoral program. It really makes it an even more meaningful accomplishment for them.

Dr. Addy closed with a note of appreciation for the honor and privilege of serving as dean of the Graduate School for an additional 11 months. She is so proud of the graduate programs we offer across the University and proud of the graduate students we recruit from around the state, nation, and world. By next fall, she thinks we will hear more about the revised strategic plan for the university. As we pursue academic excellence, she thinks the importance of graduate education will be increasingly recognized. She knows it is a high priority for the provost, who is actively looking at financial support for graduate students, time to degree, and how we can enhance and expand our graduate program offerings.

A week ago, Provost Arnett announced that Ann Vail will join the University on July 1st as our next dean of the Graduate School. And that will be her single title – the graduate dean will have 100% responsibility toward the Graduate School without the vice provost role and potential for “other duties as required.” Simplistically, she has told several colleagues that this positions the Graduate School more like the Honors College – or at least the two deans as equals among the academic deans. But more importantly, there is no question that the new dean will have dedicated effort to advancing graduate education here at USC. Dr. Vail is currently at the University of Kentucky and has served in a variety of institutions and roles over her career. She hopes each of you will join her in warmly welcoming Dr. Vail to Columbia later this summer.

5. Report of the Secretary of the Graduate Council (Murray Mitchell)

Dr. Mitchell reported that overall, the doctoral hooding ceremony on Saturday went very well, and kudos to all the folks who did all the heavy lifting. Dale Moore and Wright Culpepper in particular on the planning side, and many of our Graduate School staff orchestrate the behind-the-scenes organizing.

He expressed his thanks to Dr. Addy for her supportive efforts for Graduate Education in general and to the Graduate School in particular as this is (theoretically) her last Graduate Council meeting as the recently hired Dr. Ann Vail will be taking over as Dean of the Graduate School by the next time the Graduate Council meets. He also recognized with appreciation, the service of seven Graduate Council members who finished their terms on the Graduate Council effective May 8th:

Demetrius Abshire in Nursing
Shana Harrington in Physical Therapy

Srihari Nelakuditi in Computer Science and Engineering
Stephen Shapiro in Sport and Entertainment Management
Sriram Venkataraman in Management Science
Sheryl Wiskur in Chemistry and Biochemistry
Rajat Das Gupta as the Graduate Student Association (GSA) Representative.

To all of you, thank you very much for all of your contributions and hard work at making the business of Graduate Council work.

Moving forward, we will be looking to fill seven positions on the Graduate Council in the upcoming year. The first position will be filled by a nominee from the Graduate Student Association (not a position that requires a vote of support by the Graduate Council members). To that end, we welcome **Guarav Harshe** as the GSA representative.

There are several nominees that he confirmed as eligible and available to serve on the Graduate Council, for three-year terms that would begin in August 2023.

Sriram Venkataraman in Management Science (completed a one-year ‘replacement’ term and is eligible for his own 3-year term).
Sheri Silfies in Exercise Science
Nick Watanabe in Sport and Entertainment Management
Dianna Inman in Nursing

These four nominations required a vote of the Graduate Council in support of their appointment to the Graduate Council.

These nominations were unanimously approved by Graduate Council.

This means that we still have space for two additional members. He has made inquiries of possible candidates and is waiting on responses. He hopes to have additional nominees to present at the August meeting. Meanwhile, there is one additional order of business. As you know, Dr. Stephen Shapiro steps down as chair of the Graduate Council at the close of this meeting. Graduate Council’s practice has typically been that the member who has served as vice chair typically steps into that role. Dr. Jean Ellis, who is our current vice chair would be the person eligible to become chair for Academic Year 2023-2024. This means that we need to fill the role of vice chair and Dr. Hassan Anderson is eligible and willing to serve in that position.

These two actions require a vote of the Graduate Council:

Jean Ellis to serve as Chair of the Graduate Council for Academic Year 2023-2024
Hassan Anderson to serve as Vice Chair of the Graduate Council for Academic Year 2023-2024

Dr. Mitchell offered these nominations as a combined action for vote.

These nominations were unanimously approved by Graduate Council.

6. Report of the Interim Associate Dean for Diversity, Equity, and Inclusion, and Associate Director, Grace Jordan McFadden Professors Program (Toby Jenkins)

Dr. Jenkins gave an update on the SEC Emerging Scholars Program. They have decided to reconfigure it as a professional development opportunity for their existing scholars who are either in the Presidential Fellows program or in the Grace Jordan McFadden Professors Program and needing to come primarily

from the doctoral scholar initiatives that we host in the Graduate School. The SEC Emerging Scholars Program really is one of the major benefits of it is the opportunity for some kind of intimate and personal exclusive kind of networking opportunities for those that are interested in a career in the professoriate. It will give them opportunities to network with SEC South Carolina schools who are interested in pulling from the South Carolina community of doctoral scholars for their recruiting efforts whether that is for postdoctoral positions or for faculty positions. The biggest part of the initiative is this kind of career networking workshop that happens in the fall of each year, and they will become a part of the database. This will hopefully make some lasting connections while they are at the career workshop.

From a campus perspective, what we are trying to do is have the program open to students in their last two years of a doctoral program, again concentrating in the Grace Jordan McFadden Professors Program or the Presidential Fellows. They will self-nominate, and we have already put that call out within the last week or two amongst students. We sent it out to the faculty asking them to share it with their scholar communities. The self-nomination deadline will be on the 15th of May, and the committee that convenes to select for the Rising Stars fellows will be on guard. Those who remain are poised to continue with the selection for the SEC group. In this selection, there are no monetary awards, no financial or funding awards. It is an additional professional development honor opportunity for some of our existing scholars. They will continue as a South Carolina cohort to also have some experiences that will be outside of their existing fellowship programs in the fall like attending an SEC Career Workshop that will be hosted in Arkansas. It switches to a different SEC school each year. Once we make these decisions, we will get these campus announcements out on the new fellows by early summer.

The question was asked if continuing students were eligible to apply for the Rising Stars fellowship. After some discussion, it was determined that the Rising Stars fellowship was designated as a recruitment tool and only newly admitted students are eligible to apply.

7. Report on Professional Development (Wright Culpepper)

Wright thanked Dr. Addy for her service and her commitment to not just graduate education but graduate student services and the graduate student experience. He thinks we are in a good position now to launch when Dr. Ann Vail gets here. We wouldn't be at this point without Dr. Addy's laying the groundwork and allowing us to accomplish what we have in the last couple of years.

Wright is meeting with our colleagues in the Grad Student Resources Hub soon to debrief this semester and this academic year. We will also discuss what we can do in addition to that office space with graduate student services going forward. He anticipates going forward, they can open up their calendar for a sort of travelling roadshow for anyone who wants them to come by and speak with their new cohort of students about the experience here and how to get plugged in to make sure they are taking advantage of opportunities that can help them succeed not just in their program, but professionally and personally in their two to five years with us. Please be sure to spread the word about that. Feel free to reach out to him about potentially scheduling a visit with your orientation or as the semester gets started. If your students have opportunities to meet with them, they would love to do that.

8. Report of the Graduate Student Association (Rajat Das Gupta)

Rajat allowed the new GSA president, Andrew Kramarchyk, and the new GSA representative, Gaurav Harshe, to introduce themselves to Graduate Council. An end-of-year report will be distributed upon compilation and completion.

9. Report of the Academic Policy and Practices Committee (Jean Ellis)

Dr. Ellis thanked Dr. Addy for all of her work and hopes that she will enjoy decreasing her portfolio from three jobs to one.

10. Report of the 500/600 Level Courses (Murray Mitchell)

This report is presented to Council for informational purposes only; no action is necessary.

500/600 Courses for May 2023 Grad Council

(CCP = Course Change Proposal; NCP=New Course Proposal)

MUSC 580 (3) Music & Arts Entrepreneurship (CCP: Summer 2023)

STAT 517 (3) Advanced Statistical Models (CCP: Fall 2024)

STAT 542 (3) Computing for Data Science (NCP: Fall 2023)

11. Associate Graduate Faculty Nominations (Murray Mitchell)

Name: **Nikki Smith** (DNP)
Program: College of Nursing
Term: Spring 2023 – Spring 2029

Name: **Troy Herter** (PhD)
Program: Exercise Science
Term: Summer 2023 – Spring 2029

These nominations were unanimously approved by Graduate Council.

12. Fellowships and Scholarships Committee (Srihari Nelakuditi)

Dr. Nelakuditi revealed that this committee had one item pending which is the selection of winners for the current student awards. They received a total of 62 nominations for various awards and research, teaching, leadership, and community engagement. They are about to complete the selection process and will announce the winners in the next couple of days. The names will be posted on the Graduate School's website.

Dr. Nelakuditi announced that this is his last Graduate Council meeting after fulfilling his second three-year term. He has enjoyed serving on Graduate Council and thanked everyone, Dr. Jean Ellis and Wright Culpepper in particular for their assistance with the Fellowships and Scholarships Committee.

13. Report of Science, Math, and Related Professional Programs Committee (Jing Fang)

Below is a list of proposals reviewed by the Committee. Total: 1

- **NURS 830** (3) Chronobiology in Clinical and Public Health Practice (NCP: Summer 2023)

This proposal was unanimously approved by Graduate Council.

14. Report of the Humanities, Social Sciences, Education, and Related Professional Programs Committee (Murray Mitchell for Wendy Regoecki)

Below is a list of proposals reviewed by the Committee. Total: 2

- **Media Arts, M.A.** (PCP: Fall 2024)
- **Economics, M.A.** (PCP: Fall 2024)

These proposals were unanimously approved by Graduate Council.

15. Report of the Grievances, Appeals and Petitions Committee (Shana Harrington)

Dr. Harrington had no report but announced this was her last Graduate Council meeting. She thanked Dr. Mitchell for making this committee as palatable as possible when it is quite challenging. She also thanked Dr. Demetrius Abshire for stepping in for her at the last minute when she had a student emergency in April with whom she ended up at the hospital with. He graciously did her work for her and for that she is grateful.

16. Other Committee Reports

None.

17. Old Business

- Update on Incomplete Grade Policy (Murray Mitchell)
This continues to be a complex action and there is nothing to add currently. He has requested that we keep the item on our agenda so that it does not get too far away from our attention to address the possible policy change.
- Update on Transfer Policy (see attached)
Dr. Addy indicated that what was circulated in advance of the meeting and attached to the agenda was substantially agreed upon at our last meeting. There was some 'cleaning up' for clarity and completeness. Following some brief discussion of updates, a vote was called to approve this change to transfer policy language.

This proposal was unanimously approved by Graduate Council.

18. New Business

- Consideration of Dissertation Defense Policy Language (see attached)
A proposal for consideration of the language surrounding a dissertation defense was circulated last week and again with the agenda. Three bullets are offered to clarify the proposed targets for change. Following discussion on substantive issues, a revised version of the proposal was offered for vote (Attached Final).

- ***This proposal was unanimously approved by Graduate Council.***

19. Good of the Order

Dr. Mitchell again expressed appreciation to all for participation throughout the year and apologized for contributing to holding us until 3:30p.m. for our last meeting of the year. Normally, there is less business at this point in the semester.

Dr. Addy countered with her appreciation for having a Graduate Council membership willing to contribute to discussion of the substantive issues that will impact the delivery of graduate education at this university.

Dr. Shapiro closed the meeting with his thanks to all members for their hard work throughout this year. He appreciated the progress we made and expressed his confidence that the good work will continue with our new members and the new leadership.

20. Adjournment

The meeting was adjourned at 3:30p.m.

Murray Mitchell, Secretary

CC: Michael Amiridis, President
Donna Arnett, Provost
Cheryl Addy, Interim Dean of the Graduate School
Deans
Department Chairs
Graduate Directors
Aaron Marterer, University Registrar
Elaine Belesky, Office of the Registrar
Malia Kiehl, Office of the Registrar

Proposed language in Graduate Bulletin Within **Transfer of Course Credit** (<https://academicbulletins.sc.edu/graduate/policies-regulations/graduate-academic-regulations/>) for academic graduate credit for military educational experience

Proposed changes:

1. Title of section in the Graduate Bulletin.
2. Clarification of the use of courses on multiple programs of study.
3. Addition of attention to Military educational experience.
4. Explicit statement of how prior USC graduate course work can be applied.

Transfer of Course Credit and Use of Prior USC Graduate Credit

~~Course work not part of a completed certificate program or graduate degree from USC or another institution may be transferred for credit toward a Certificate of Graduate Study, a master's or doctoral degree. Course work~~ **not part of a completed certificate or graduate degree may be** transferred from another institution ~~must be~~ **if relevant, with** to the program and have course content and a level of instruction equivalent to that offered by the University's own graduate programs. **Academic credit may be accepted as transfer of graduate credit for educational experiences in the military in accordance with recommendations published by the American Council on Education.** ~~Approval for acceptance of transfer credit to a student's program of study~~ **Transfer credit** must be approved and justified by the student's academic program and submitted to the dean of the Graduate School for final approval on the Request for Transfer of Academic Credit (**G-RTC**) form.

No more than 6 hours of credit may be transferred into graduate certificate programs of 12 to 17 hours; no more than 9 hours of credit may be transferred into graduate certificate programs of 18 or more hours. No more than 12 semester hours of graduate credit may be transferred into a master's program that requires 30-36 hours; no more than 15 semester hours of graduate credit may be transferred into a master's program that requires 37-45 hours; and no more than 18 semester hours of graduate credit may be transferred into a master's program that requires 46 or more semester hours. A limited amount of course work may be transferred toward a doctoral degree. The exact number of hours varies by program, but may not constitute more than 50 percent of the hours listed on a program of study, not including dissertation preparation (899) or the equivalent.

Only credits with grades of B or better (equivalent to a 3.0 on a 4.0 scale) may be transferred from another institution into any graduate degree program. Course work transferred for credit toward a **doctoral degree**, master's degree, Graduate Certificate or Specialist Program must be from an accredited institution **or recommended as graduate level by American Council on Education faculty evaluators. No course accepted for transfer may be** ~~and must be~~ no more than six years old at the time of graduation **for master's degrees, Graduate Certificates, or Specialist programs. and** ~~No coursework accepted for transfer transferred~~ into a doctoral degree program **may** ~~must be~~ no more than ten years old at the time of graduation.

Course work completed in graduate non-degree status is limited to a maximum of six credit hours applied to a degree program of study. Course work for a USC Certificate of Graduate Study can be applied to a graduate degree if in date and applicable to the program of study. No course can be included on more than two programs of study (e.g., one certificate and one master's). The combined total of any transfer credit and prior USC credit is subject to the maximum numbers reflected in the above paragraph.

A clean version:

Transfer of Course Credit and Use of Prior USC Graduate Credit

Course work not part of a completed certificate or graduate degree may be transferred from another institution if relevant, with course content and a level of instruction equivalent to that offered by the University's own graduate programs. Academic credit may be accepted as transfer of graduate credit for educational experiences in the military in accordance with recommendations published by the American Council on Education. Transfer credit must be approved and justified by the student's academic program and submitted the Graduate School for final approval on the Request for Transfer of Academic Credit (**G-RTC**) form.

No more than 6 hours of credit may be transferred into graduate certificate programs of 12 to 17 hours; no more than 9 hours of credit may be transferred into graduate certificate programs of 18 or more hours. No more than 12 semester hours of graduate credit may be transferred into a master's program that requires 30-36 hours; no more than 15 semester hours of graduate credit may be transferred into a master's program that requires 37-45 hours; and no more than 18 semester hours of graduate credit may be transferred into a master's program that requires 46 or more semester hours. A limited amount of course work may be transferred toward a doctoral degree. The exact number of hours varies by program, but may not constitute more than 50 percent of the hours listed on a program of study, not including dissertation preparation (899) or the equivalent.

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Course work completed in graduate non-degree status is limited to a maximum of six credit hours applied to a degree program of study. Course work for a USC Certificate of Graduate Study can be applied to a graduate degree if in date and applicable to the program of study. No course can be included on more than two programs of study (e.g., one certificate and one master's). The combined total of any transfer credit and prior USC credit is subject to the maximum numbers reflected in the above paragraph.

Defense of Dissertation

Issues:

Three issues require attention in the formal policy statements that guide the oral defense portion of dissertations.

1. The oral defense of the dissertation is the second of a two-part, formal examination of the dissertation. Hence, all committee members should participate in both the review of the written submission and of the oral defense of the dissertation.
2. The oral defense should be adapted to the reality of 21st century opportunities for contributions from experts around the world who may not be able to be physically present for an oral defense. As a result, clarity in regard to regulations to govern a virtual defense warrant consideration.
3. The delivery of Dissertation Signature and Approval ([G-DSF](#)) form, and the Survey of Earned Doctorates ([SED](#)) should be delivered electronically to facilitate accurate tracking of the time of receipt.

Current language, here: <https://academicbulletins.sc.edu/graduate/degree-requirements/doctoral-degree-requirements/#text>

Dissertation Defense

A dissertation must be successfully defended before the Dissertation Committee. The dissertation defense should be no fewer than 30 days before the date of graduation.

Please consult the graduate director of the academic program for departmental, school, or college specific defense requirements, including scheduling procedures. The Graduate School requires that the dissertation defense be publicly announced.

When the defense has been approved by the Dissertation Committee, the signatures of the committee members must be obtained on the Dissertation Signature and Approval ([G-DSF](#)) form. The electronic submission of the dissertation will not have title page signatures; this is to prevent theft and unauthorized use of signatures that otherwise might occur. The graduate director of the academic program will also be asked to sign the G-DSF form to affirm that the dissertation follows the style manual endorsed by the program.

In addition, the student must complete the Survey of Earned Doctorates ([SED](#)) available on the website of the Graduate School. The G-DSF with signatures and the SED must be delivered to the Graduate School, in person, by campus mail, or electronically to GRADAPP@mailbox.sc.edu.

Note: The G-DSF and SED must be received by the final submission deadline in order for the student to be cleared for graduation.

Proposed revisions:

Dissertation Defense

A dissertation must be successfully defended before the **entire** Dissertation Committee. The dissertation defense should be no fewer than 30 days before the date of graduation. **The dissertation defense is normally in-person but synchronous participation in virtual format is allowed.**

Please consult the graduate director of the academic program for departmental, school, or college specific defense requirements, including scheduling procedures. The Graduate School requires that the dissertation defense be **publicly announced, with the initial presentation open to the academic community. A second portion of the defense may be held in a closed session with the committee and the student.**

When the defense has been approved by the Dissertation Committee, the signatures of the committee members must be obtained on the Dissertation Signature and Approval ([G-DSF](#)) form. The electronic submission of the dissertation will not have title page signatures; this is to prevent theft and unauthorized use of signatures that otherwise might occur. The graduate director of the academic program will also be asked to sign the G-DSF form to affirm that the dissertation follows the style manual endorsed by the program.

In addition, the student must complete the Survey of Earned Doctorates ([SED](#)) available on the website of the Graduate School. The G-DSF with signatures and the SED must be **submitted** electronically.

Note: The G-DSF and SED must be received by the final submission deadline in order for the student to be cleared for graduation.