GRADUATE PROGRAM SUBCOMMITTEE
Minutes of Meeting #2
Friday, September 28, 2012
EMS E371 - 12:00 p.m.

Present: Professors N. Abu-Zahra, J. Boyland (Chair), A. Dhingra (GFC Rep.), A. Mafi, D. Misra (GFC Rep.), V. Nanduri, Associate Dean D. Yu (ex officio), Betty Warras (Recording Secretary)

Excused: Professor J. Li

Absent: Professor J. Chen

Guest: Professors J. Zhao (Civil Rep.) and J. Zhang (EE Rep. /QE Student)

The meeting was called to order at 12:00 p.m.

I. Announcements – Assoc. Dean Yu mentioned that the Higher Learning Coordination Committee has been established with a first meeting to be scheduled.

II. Automatic Consent Business
   Approval of Minutes from Meeting 1 – September 21, 2012 – Approved with minor change

III. Old Business
   A. Policy /Procedure for Change of Advisor – Discussion included the following:
      Motion/Second (N. Abu-Zahra/J. Zhao)
      "To add two lines and a comment box to the current change of advisor form. The two lines are for the current advisor and department chair signatures, the comment box is for anybody who wants to share relevant information with the graduate program administration office. The proposed changes should not affect the current approval requirements (new advisor and Associate Dean for Graduate Studies)."
      Motion passed on a voice vote. J. Boyland will forward to CEAS faculty with possible implementation effective Spring 2013.
   B. Bio eng Update – Editorial changes/Clarification
      1. Four courses should read 12 credits
      2. 700 level should read 700 or higher level
      3. Six courses should read 18 credits

IV. New Business –
   A. Course Action Requests – Action followed review an discussion
      IND520 Noise Prevention and Control Discontinue
      ME440 Nuclear Power Engineering Discontinue
      MAT410 Mechanical Behavior of Materials Request for GER
      Motion/Second (Misra/Abu-Zahra) to approve. Motion passed.
      MAT410 applies to Undergraduates /Committee Information Only
   B. Professor Mafi – Request to accept QE Results from Outside UWM. Documentation was emailed to the committee with confirmation by Professor Mafi. EE Department faculty has approved the request. Motion before the committee was to accept the QE waiver request. Motion/Second (Mafi/Misra) Following discussion, Vote – Motion Passed – QE Results accepted.
C. Qualifying Exam – The meeting moved into closed session (1:00 p.m.) [According to Wisconsin Stats 19.85 (1) (f).]
   Motion/Second (Dhingra/Mafi) The motion passed by roll call.
   Motion/Second (Mafi/Nanduri) that the committee rises from closed session (1:55 p.m.) The motion passed by roll call.

V. Adjournment – 1:55 p.m.

Respectfully submitted,

Betty Warras, Recording Secretary