

**Georgia Institute of Technology**  
**Institute Graduate Curriculum Committee**  
**Minutes**  
**January 16, 2014**

**Present:** Jagoda, (AE), Pikowsky (REG), Flowers (ARCH), Dickson (CHEM), Ferri (ECE), Cozzens (VPGEFA), Foley (CoC-IC), Neitzel (ME), Sharp (GEFA)

**Visitors:** Laros (REG), Merkousko (REG), Willis (VPGEFA), Borenstein (PUBP), Nitsche (LMC), Porter (Grad Studies), Matthews (Grad Studies), Greene (CPSM), Storici (BIOL)

**Note:** All action items in these minutes require approval by the Academic Senate. In some instances, items may require further approval by the Board of Regents or the University System of Georgia. If the Regents' approval is required, the change is not official until notification is received from the Board to that effect. Academic units should take no action on these items until USG and/or BOR approval is secured. In addition, units should take no action on any of the items below until these minutes have been approved by the Academic Senate or the Executive Board.

**Academic Matters**

1. A presentation from Deborah Greene in Space Planning was a follow-up to a visit she had made last term to explore classroom scheduling issues and needs. Ms. Greene reiterated some of the information she had offered last term regarding procedures and the approach that Space Planning takes to the assignment of classrooms and changes that occur in the different phases of the process. Some faculty had expressed concern about when changes occur and how they are notified of them. Ms. Greene encouraged faculty to contact her directly with any information about their own experiences and any thoughts they have about how the process could be improved.
2. A motion was made to *approve* a request from the School of Biology for course restriction changes. The motion was seconded and approved.

**Course restriction updates: Approved**

BIOL 7000 - Master's Thesis  
BIOL 8997 - Teaching Assistantship  
BIOL 8998 - Research Assistantship  
BIOL 9000 - Doctoral Thesis

BIOL 7000 (Master's Thesis)

OLD: Field of Study - Include MAJOR BIOL

NEW: Field of Study – Include MAJOR BIO, BINF

JUSTIFICATION: BIO is the new designation for Biology majors.

Virtually all BINF majors are in the School of Biology and are allowed to take this course.

BIOL 8997 (Teaching Assistantship)

OLD: Field of Study - Exclude MAJOR BIOL

NEW: Field of Study – Include MAJOR BIO, BINF

JUSTIFICATION: “Exclude” was an error when entered into the catalogue.

BIO is the new designation for Biology majors.

Virtually all BINF majors are in the School of Biology and are allowed to take this course.

BIOL 8998 (Research Assistantship)

OLD: Field of Study - Include MAJOR BIOL

NEW: Field of Study – Include MAJOR BIO, BINF

JUSTIFICATION: BIO is the new designation for Biology majors.

Virtually all BINF majors are in the School of Biology and are allowed to take this course.

BIOL 9000 (Doctoral Thesis)

OLD: Field of Study - Include MAJOR BIOL

NEW: Field of Study – Include MAJOR BIO, BINF

JUSTIFICATION: BIO is the new designation for Biology majors.

Virtually all BINF majors are in the School of Biology and are allowed to take this course.

3. A motion was made to *approve* a request from the RCR Advisory Committee. The motion was seconded and approved.

### **RCR Academic Policy for Master’s Students: Approved**

#### **Background**

The responsible conduct of research (RCR) is an increasingly significant component of the education and training of researchers. In 2011, the Georgia Institute of Technology implemented the RCR Academic Policy for Doctoral Students which requires all doctoral students admitted Fall 2011 or later to complete RCR training. The Policy contained a stipulation that such training would extend to the Master’s student population by Fall 2012. A deferral for the MS initiative was requested until Fall 2014 due to the broad diversity of MS programs on campus and the logistics of serving a significantly larger graduate student population to implement the requirement. IGCC approved the deferral on September 13, 2012.

#### **Proposal**

Beginning Fall 2014, all master’s students who register for thesis hours (courses numbered 7000) will be required to complete responsible conduct of research (RCR) education.

Applicable students must select at least one of the following options:

**First Option** - Complete an online CITI RCR course.

OR

**Second Option** - Successfully complete an RCR course that has already been approved to satisfy the in-person RCR training requirement for doctoral students.

OR

**Third Option** - Receive at least 4 contact hours of RCR education during a course that is a required part of the curriculum for the particular type of master's degree (see approval process below).

Applicable students will be informed of the RCR requirement when they first enroll for master's thesis hours and each semester thereafter until the requirement is met. Students are strongly encouraged to complete the requirement prior to conducting research. Documentation of completion of the RCR training must be submitted with the "Request for Approval of Master's Thesis Topic" Form to Graduate Studies.

A master's student who intends to pursue a doctoral degree is strongly encouraged to complete both the First and the Second Options.

### **Relevance to Compliance**

This Policy addresses an academic requirement established by the Institute. Adherence to this Policy does not necessarily fulfill the compliance requirements of every funding source.

### **Approval for the Third Option**

A master's program that plans to implement the Third Option must receive approval in advance by the RCR Advisory Committee. The proposed approach must include at least 4 hours of RCR content that is relevant to the program's focus. The course that contains the RCR content must have a unique course number; it may not be a course with a special topics number. The program must identify, in the training plan that is submitted to the RCR Advisory Committee, at least four of the RCR topics (listed here: [www.rcr.gatech.edu/topics/](http://www.rcr.gatech.edu/topics/)) that will be covered.

### **Implementation Plan**

Upon approval of this Policy, the RCR Advisory Committee will contact graduate program directors and ask them to respond to this Policy by a specified deadline prior to the start of the 2014-15 academic year. The RCR staff will work with the Office of Graduate Studies in order to develop the necessary reports for identifying applicable students and to make associated changes to the "Request for Approval of Master's Thesis Topic" form.

4. A motion was made to *approve* a request from the School of Literature, Media, and Communications for new courses, to clarify an error in a previous degree modification for the DR-DM degree, and confirm no changes other than subject code in the Master's degree. The motion was seconded and approved.

### **New Courses: Approved**

All the LCC courses are changing to a new subject code of LMC. The following courses will be created for the new LMC subject codes.

LMC 6213: Educational Applications of New Media

LMC 6215: Issues in Media Studies  
LMC 6310: The Computer as an Expressive Medium  
LMC 6311: Visual Culture and Design  
LMC 6312: Design, Technology, and Representation  
LMC 6313: Principles of Interactive Design  
LMC 6314: Design of Networked Media  
LMC 6315: Product Production  
LMC 6316: Historical Approaches to Digital Media  
LMC 6317: Interactive Fiction  
LMC 6318: Experimental Media  
LMC 6319: Intellectual Property Policy and Law  
LMC 6320: Globalization and New Media  
LMC 6321: Architecture of Responsive Spaces  
LMC 6325: Game Design and Analysis  
LMC 6330: Expressive Virtual Space  
LMC 6340: Mixed Reality Experience Design  
LMC 6350: Spatial Construction of Meaning  
LMC 6399: Discovery and Invention  
LMC 6650: Project Studio  
LMC 6743: STS Core Seminar  
LMC 6748: Social Justice and Design  
LMC 6749: Feminist Theory STS  
LMC 6753: HCI Professional Preparation & Practice  
LMC 6770: Mixed Reality Design  
LMC 6800: Master's Project  
LMC 6998: HCI Master's Project  
LMC 7000: Master's Theses  
LMC 7999: Preparation for PhD Qualifying Exam  
LMC 8000: Pro-Seminar in Media Theory  
LMC 8001: Pro-Seminar in Digital Media Studies  
LMC 8801: Special Topics  
LMC 8803: Special Topics in Digital Media  
LMC 8813: Advanced Issues in Interactive Narrative  
LMC 8823: Special Topics in Game Design and Analysis  
LMC 8831: Special Topics in Technologies of Representation  
LMC 8999: Preparation for PhD Dissertation  
LMC 9000: PhD Dissertation

**Degree Modification correction - Approved**  
Doctor of Philosophy with a major in Digital Media

The School of LMC in the Ivan Allen College has offered this Ph.D. degree since 2004 in addition to its Digital Media MS program. The current proposal reflects changes to the Ph.D. degree requirements that adjust the curriculum to reflect the changes made to MS program (approved in 2012) and to improve the flexibility for incoming students.

The changes were submitted and approved last year to implement them May 2014 but errors were made in listing the current and proposed curriculum. The main mistake was that one course (LCC 6800) was not listed in the proposal and this made the current and modified curriculum appear as 30 hours instead of 36. Thus, this proposal is to rectify those errors prior to the new curriculum being implemented. Apart from error correction, no substantial new change is proposed.

These changes were already submitted and accepted by the committee but the proposal contained errors: one course was not listed (LCC 6800) and two courses were partially wrong labeled (LCC 8000 and LCC 8001). This new proposal is meant to correct these errors. It does not add any other changes.

**The current core for the Ph.D. program consists of:**

- LCC 6310 The Computer as an Expressive Medium (3 credits)
  - LCC 6311 Visual Culture and Design (3 credits)
  - LCC 6312 Design, Technology, and Representation (3 credits)
  - LCC 6313 Principles of Interactive Design (3 credits)
  - LCC 6316 Historical Approaches to New Media (3 credits)
  - LCC 6650 Project Studio (3 credits)
  - LCC 6800 - Master's Project (6 hours)
  - LCC 8000 Pro-Seminar in Media Theory (3 credits)
  - LCC 8001 Pro-Seminar in Digital Media Studies (3 credits)
  - LCC 9000 Doctoral Dissertation (6 credits)
- Total credit hours: **36 credit hours**

**The proposed program: (All LCC subject codes have changed to LMC.)**

- LMC 6310 The Computer as an Expressive Medium (3 credits)
  - LMC 6313 Principles of Interactive Design (3 credits)
  - LMC 6316 Historical Approaches to New Media (3 credits)
  - LMC 6399 Discovery & Invention (3 credits)
  - LMC 6650 Project Studio (3 credits) x 2
  - LMC 6800 - Master's Project (6 hours)
  - LMC 8000 Pro-Seminar in Media Theory (3 credits)
  - LMC 8001 Pro-Seminar in Digital Media Studies (3 credits)
  - LMC 9000 Doctoral Dissertation (6 credits)
- Total credit hours: **36 credit hours**

The changes consist of:

- remove LCC 6311 and 6312 from the core (each 3 credit hours)
- add LMC 6399 (3 credit hours)
- add a second Project Studio (LMC 6650) (3 credit hours)

The currently approved program includes 5 core courses, 1 required project studio course, a 6-credit hours Master's project course, 2 Pro-Seminars, and a 6-credit hours course toward the development of their Doctoral Dissertation (36 credit hours), and 5 elective courses (15 credit hours), totaling 51 credit hours. In addition, Ph.D. students

have to complete a Minor concentration, consisting of three related courses outside the school (9 credit hours).

Students must maintain a minimum overall GPA of 3.0. Students who fall below that minimum GPA for two consecutive semesters are no longer in Good Standing and will be subject to dismissal from the program.

Required Minor Concentration (9 credits):  
Three related courses outside of the School of Literature, Media, and Communication.

#### Elective Courses

LMC 6311 Visual Culture and Design (3 credits)  
LMC 6312 Design, Technology, and Representation (3 credits)  
LMC 6314 Design of Networked Media (3 credits)  
LMC 6315 Project Production (3 credits)  
LMC 6317 Interactive Fiction (3 credits)  
LMC 6318 Experimental Media (3 credits)  
LMC 6319 Intellectual Property Policy and Law (3 credits)  
LMC 6213 Educational Applications of New Media (3 credits)  
LMC 6215 Issues in Media Studies (3 credits)  
LMC 6320 Globalization and New Media (3 credits)  
LMC 6321 Architecture of Responsive Spaces (3 credits)  
LMC 6650 Project Studio (repeatable) (3 credits)  
LMC 7999 Preparation for Ph.D. Comprehensive Examination (variable credit)  
LMC 8803 Special Topics (repeatable) (3 credits)  
LMC 8813 Advanced Issues in Interactive Narrative (repeatable) (3 credits)  
LMC 8823 Special Topics in Game Design (repeatable) (3 credits)  
LMC 8930 Special Problems (repeatable) (3 credits)  
LMC 8831 Special Topics in Technologies of Representation (repeatable) (3 credits)  
LMC 8999 Preparation for Doctoral Dissertation  
Elective courses from other academic units may be substituted with approval of the DGS.

**Note:** Any student that has taken the LCC version of the above course can still use those courses toward their degree requirements.

**Degree subject code change with no actual curriculum changes – Approved**  
Master of Science in Digital Media

All the LCC courses are changing to LMC subject codes effective May 2014.  
The curriculum of the MSDM program will reflect these new changes but will have no actual curriculum changes.

## REQUIREMENTS

To graduate with the Master of Science in Digital Media, students must take a minimum of 36 credit hours while meeting the following requirements:

3 required core courses and 2 required project studio courses, totaling 15 hours:

LMC 6310 The Computer as an Expressive Medium (3 hours)

LMC 6313 Principles of Interactive Design (3 hours)

LMC 6399 Discovery and Invention in Digital Media (3 hours)

LMC 6650 Project Studio (3 hours; repeatable)

LMC 6650 Project Studio (3 hours; repeatable)

5 additional courses, totaling 15 hours:

Students may choose from elective courses in DM or related disciplines, such as Architecture, Industrial Design, Cognitive Science, Computing, Management or Policy Studies. If a student chooses to take more than three elective courses outside DM, they must get approval from the DM Director of Graduate Studies. Available courses may be found on the "Course List" page.

6 hours of master's project or master's thesis:

All students will take 6 credits of either project (LMC 6800) for Project students or thesis (LMC 7000) for Thesis students.

Summer Internship:

8-10 week full-time non-credit internship between the first and second year.

**Note:** Any student that has taken the LCC version of the above course can still use those courses toward their degree requirements.

## **Student Petitions**

1. A motion was made to approve a petition to admit a student who does not have the equivalent of a U.S. Bachelor's degree. The motion was seconded and approved.
2. A motion was made to approve Petitions Subcommittee actions in the following areas. The motion was seconded and approved.

The following petitions were reviewed by the Graduate Curriculum Committee Petitions Subcommittee between 9/13/13 to 01/16/14. (All approved except where noted.)

9- Term withdrawal (**2 Denied**)

1- Readmit after 2<sup>nd</sup> drop

7- Selective withdrawal

7- Graduate with 30 hours (change in degree requirements, graduating under different *Catalog* requirements)

The following petitions were reviewed administratively by the Registrar's office.  
(All approved except where noted.) Petitions reviewed from 09/13/13 to  
01/16/14.

**22- Full Graduate Standing**

- 2- Readmit after 1<sup>st</sup> drop for the Fall 2013 term (1 Denied)
- 1- Return for the Fall 2013 term after withdrawing Summer 2013
- 5- Change grade mode for a course
- 4- Late registration
- 3- One-hour rule waiver (registration in more than one term for only 1 hour)
- 1- Two-year rule waiver (BS-MS program completion)
- 2- Six-year rule waiver
- 5- Seven-year rule waiver
- 1- Cancel registration
- 1- Enrollment waiver
- 1- Use excess pass-fail course hours towards degree
- 1- Waiver of Comprehensive Exam score expiration
- 4- Adjust registration hours
- 1- Use ME 8913 to fulfill degree requirement
- 1- Accept transfer credit for BME-MS program
- 1- Use Co-op to replace CHEM research
- 1- Three-hour rule waiver
- 1- Graduate without GPA
- 3- Hours overload request

Adjourned,  
Reta Pikowsky  
Registrar