

**Administrative Board of the Graduate School
November 29, 2018
Winslow Hall, room 100**

MINUTES

Members present: Urmila Adhikari, Kim Allen, Steve Allen, John Blondin, Fashaad Crawford, Deanna Dannels, John Dole, Pierre Gremaud, Peter Harries, Karen Hollebrands, Sharon Joines, Sam Jones, Susanna Lee, Alun Lloyd, Melissa Nosbisch, Tim Petty, Kyle Pysher, Doug Reeves, Art Rice, George Rouskas, Lee Stiff, Yingjiao Xu

Members absent: Michelle Bartlett, Gary Blank, Jo-Ann Cohen, Lian Lynch, Kathryn Meurs, Eric Money, Jon Rust, Mike Walker

Dr. Harries called the meeting to order at 10:08 am.

I. Approval of Minutes

The minutes of the November 15, 2018 meeting were approved.

II. Administrative Board Action Items

A. Program Actions

There was a motion to approve items "a" and "b" as consent agenda items. Motion passed and the items were approved.

- a. At the request of the College of Textiles, a proposal to create a 3+X agreement with Soochow University (presented by Dr. Yingjiao Xu).
- b. At the request of the College of Textiles, a proposal to create a 3+X agreement with Qingdao University (presented by Dr. Yingjiao Xu).

Dr. Xu explained that these are standard 3+X programs like those with other universities. There was a question about the timeline of admission for these students. Dr. Harries clarified that graduate students have a

semester after admission to submit their final transcript. Students will already be in the U.S. with visas, so the timing should not be an issue.

- c. At the request of the Department of Biomedical Engineering, a proposal to update the curriculum for the Master of Science in Biomedical Engineering (presented by Dr. Doug Reeves) was approved pending a consultation with the College of Design.

Dr. Reeves explained that this is a program that we have heard from several times already. This action reflects a change in leadership in the BME program since the last action. The previously-approved proposal was a little too ambitious. This proposal relies on 3 new course actions that are in the course action workflow process in addition to existing courses. The focus is still on practice and innovations, so students will interact with healthcare professionals.

Dr. Reeves notes that the previous proposal did not have full faculty support, which indicates one of its flaws. This proposal is much stronger and has strong support by the BME faculty.

There was previous discussion with the College of Design because of similar coursework in earlier iterations of this program. Dr. Reeves will follow up with Dr. Zaharoff and encourage him to reach out to the department head for Industrial Design.

- d. At the request of the Department of Public Administration, a proposal to update the curriculum for the Master of Public Administration (presented by Dr. Deanna Dannels) was approved.

Clarify that the title change for the Public Policy certificate is not related to this. Students in the master's program may pursue the certificate, but that is not required.

- e. At the request of the Department of Textile Engineering, Chemistry and Science, a proposal to update the curriculum for the Master of Science in Textile Chemistry (presented by Dr. Yingjiao Xu) was approved.

Dr. Xu explains some of the major changes to this curriculum revision. She also explains that this may prevent confusion for students. Dr. Harries states that this curriculum revision makes the transfer between non-thesis and thesis programs (with one plan) more easily. They will begin as non-thesis and then switch to the thesis sub-plan if they desire.

Dr. Harries mentions the recent decision to pursue a new catalog, CourseLeaf CAT will help us, as a university, to easily track curriculum requirements for graduate programs and better monitor these changes. The expected launch date for the new catalog is spring/fall 2020.

B. Course Actions

College of Design

- a. At the request of the College of Design, a proposal to create the course DDN 740—Research in Design (presented by Prof. Art Rice) was tabled as requested by the College.
- b. At the request of the Department of Landscape Architecture, a proposal to create the course LAR 547—Greenway Planning and Design (presented by Prof. Art Rice) was approved.

College of Humanities and Social Sciences

- a. At the request of the Department of Philosophy and Religious Studies, a proposal to drop the course LOG 437/537—Model Theoretic Semantics (presented by Dr. Deanna Dannels) was approved.

College of Sciences

- a. At the request of the Department of Biological Sciences, a proposal to create the course BIO 570—Evolutionary Ecology (presented by Dr. John Blondin) was approved.

C. Course Revisions (may be taken as consent agenda items).

There was a motion to approve all items under section “C” as consent agenda items. The motion passed and the items were approved.

College of Agriculture and Life Sciences

- a. At the request of the Department of Biological and Agricultural Engineering, a proposal to edit the course BAE 401/501—Sensors and Controls by updating the title and course content (presented by Dr. John Dole).

College of Humanities and Social Sciences

- a. At the request of the Department of Philosophy and Religious Studies, a proposal to edit the course REL 482/582—Religion and Conflict by submitting the course for a GEP (undergraduate) review (presented by Dr. Susanna Lee).

D. Minor Actions (usually taken as a consent agenda).

There was a motion to approve all items under section “D” as consent agenda items. The motion passed and the items were approved.

- a. At the request of the Department of Biological and Agricultural Engineering, a proposal to edit the course BAE 425/525—Industrial Microbiology and Bioprocessing by updating the course description (presented by Dr. Kim Allen).
- b. At the request of the Department of Biological and Agricultural Engineering, a proposal to edit the course BAE 435/535—Precision Agriculture Technology by updating the course description (presented by Dr. Kim Allen).
- c. At the request of the Department of Biological and Agricultural Engineering, a proposal to edit the course BAE 478/578—Agricultural Waste Management by updating the prerequisites (presented by Dr. Kim Allen).
- d. At the request of the Department of History, a proposal to edit the course HI 411/511—Trials of Faith: Religious Reformation in Early-Modern Europe (presented by Dr. Susanna Lee).

III. New Business

- a. A motion to approve the awarding of graduate degrees at the December 19, 2018 commencement ceremony to those candidates identified by the Graduate School as having successfully completed the requirements for their respective degrees was approved.
- b. Discussion of the process for awarding Distinguished Graduate Alumni Professorship (presented by Dr. Peter Harries) was approved pending the revisions discussed.

Dr. Harries explained that the Graduate School is involved with awarding the Alumni Distinguished Graduate Professorship. He states that the committee discussed that the process was a little complicated, so they have updated the nomination process. He highlights the major changes to the application. Dr. Dannels explains that these changes level the playing field for faculty across the university, specifically limiting student evidence to 5 students. This encourages faculty from all disciplines to be competitive.

The Board discussed the nomination process for interdisciplinary nominees. The department has a selection process, and interdisciplinary faculty are not always aware of the process, nor are the departments aware of the interdisciplinary faculty. Dr. Harries will follow up with Dr. Larick about interdisciplinary nominations.

IV. Information Items

- a. Report from Graduate Student Association (GSA) (presented by Ms. Urmila Adhikari).

Ms. Adhikari states that travel awards are now open for a 6-month window. She updated that GSA is working on conducting workshops via webinar and half-hour presentations about how to apply for awards and answer questions. They aim to begin this in January.

The Graduate Research Symposium is in March. The Research Recognition Committee is meeting in December to discuss.

GSA is trying to collaborate and communicate with international students so they are represented as a special interest group in GSA. They want to better represent graduate student issues.

- b. Report from Faculty Senate (presented by Dr. Michelle Bartlett). No report.

V. Next scheduled meeting

December 13, 2018
10:00am-12:00pm
Winslow Hall, room 100

Meeting adjourned at 11:07 am.