

Administrative Board of the Graduate School

April 30, 2020

10:00 am

Zoom Meeting

The meeting was called to order at 10:00 am.

Members Present: Kim Allen, Steve Allen, John Blondin, Lisa Chapman, Deanna Dannels, John Dole, Karen Hollebrands, Sharon Joines, Sam Jones, Srinu Krishnamurthy, Jerome Lavelle, Susanna Lee, Alun Lloyd, Eric Money, Melissa Pasquinelli, Doug Reeves, Jo-Ann Cohen, Fashaad Crawford, Peter Harries, Lian Lynch, Tim Petty, Kyle Pysher

Members Absent: Urmila Adhikari, Djamel Kaoumi, Kathryn Meurs, Spencer Muse, Lee Stiff, Sid Thakur, Kayla Anima, Pierre Gremaud

Others Present: Emiel DenHartog, Zhilin Li, Emily Krzystowczyk, Brandon McConnell, Yara Yingling

I. Approval of Minutes

The minutes from the March 26, 2020 meeting were approved.

II. Administrative Board Action Items

A. Program Actions

College of Agriculture and Life Sciences

- a. At the request of the Department of Biological and Agricultural Engineering, a proposal to create two concentrations in Biological and Agricultural Systems Analysis (Phd and MS) (presented by Dr. John Dole) was approved.

College of Engineering

- a. At the request of the Department of Materials Science and Engineering, a proposal to create a Graduate Certificate in Material Informatics (presented by Dr. Yaroslava Yingling) was approved.
- b. At the request of the Department of Industrial and System Engineering, a request to deliver the Master of Engineering Management degree program online (presented by Dr. Doug Reeves) was approved.
- c. At the request of the Department of Industrial and System Engineering, a proposal to change the curriculum of the Master of Engineering Management degree program (presented by Dr. Doug Reeves) was approved.
- d. At the request of the Department of Chemical and Biomolecular Engineering, a proposal to update the ABM in Biomanufacturing (presented by Dr. Doug Reeves) was approved.

College of Sciences

- a. At the request of the College of Sciences, a proposal to create a 3+2 agreement with Northeastern University for the Financial Mathematics, Mathematics, and Applied Mathematics masters programs (presented by Dr Zhilin Li) was approved.
- b. At the request of the College of Sciences, a proposal to create a 3+2 agreement with Soochow University for the Financial Mathematics,

Mathematics, and Applied Mathematics masters programs (presented by Dr Zhilin Li) was approved.

- c. At the request of the College of Sciences, a proposal to create a 3+2 agreement with Beijing University for the Financial Mathematics, Mathematics, and Applied Mathematics masters programs (presented by Dr Zhilin Li) was approved.

Wilson College of Textiles

- a. At the request of the Wilson College of Textiles, a proposal to create a 3+X agreement with Shanghai University of Engineering Science (SUES) for the Textile Chemistry, Textile Engineering, and Textiles masters programs (Presented by Dr. Emiel DenHartog) was approved.

B. Course Actions

A motion was made to approve all items under section "B" 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 Crop Science, a proposal to create the course CS 528/428—Advanced Regulatory Science in Agriculture (presented by Dr. John Dole)

College of Design

- a. At the request of the Department of Art and Design, a proposal to create the course ADN 500—Graduate Seminar I: Software, Platforms and Environments (presented by Dr. Sharon Joines)

College of Education

- a. At the request of the College of Education, a proposal to create the course ED 756—Scholar Leader: Systematic Change in Education (presented by Dr. Lee Stiff)

College of Engineering

- a. At the request of the Biomanufacturing Training and Education Center, a proposal to create the course BEC 525/425—Molecular Biology for Biomanufacturing (presented by Dr. Doug Reeves)
- b. At the request of the Biomanufacturing Training and Education Center, a proposal to create the course BEC 545/445—Cell Line Development for Biomanufacturing (presented by Dr. Doug Reeves)
- c. At the request of the Fitts Department of Industrial and Systems Engineering, a proposal to create the course ISE 537—Data Science for Industrial and Systems Engineers (presented by Dr. Doug Reeves)

College of Humanities and Social Sciences

- a. At the request of the Department of Foreign Languages & Literature a proposal to create the course FL 535—Teaching Academic Writing to Multilingual Learners (presented by Dr. Deanna Dannels)

College of Sciences

- a. At the request of the Department of Marine, Earth, and Atmospheric Sciences, a proposal to create the course MEA 568/468—Aquatic Microbiology (presented by Dr. John Blondin)
- b. At the request of the Department of Microbiology, a proposal to create the course MB 579/479—Microbial Symbiosis & Microbiomes (presented by Dr. John Blondin)

Poole College of Management

- a. At the request of the Department of Business Management, a proposal to create the course MBA 522—Financial Modeling (presented by Dr. Steve Allen)
- b. At the request of the Department of Business Management, a proposal to create the course MBA 589—Jenkins Consulting Practicum (presented by Dr. Steve Allen)

C. Course Revisions

A motion was made to approve all items under section "C" as consent agenda items. The motion passed and the items were approved.

College of Humanities and Social Sciences

- a. At the request of the Department of Sociology a proposal to edit course ANT 501—Proseminar: Introduction to Graduate Studies in Anthropology (presented by Dr. Deanna Dannels)
- b. At the request of the Department of English a proposal to edit course ENG 551/451—Chaucer (presented by Dr. Deanna Dannels)

D. Minor Actions

A motion was made to approve all items under section "D" as consent agenda items. The motion passed and the items were approved.

College of Engineering

- a. At the request of the Biomanufacturing Training and Education Center, a proposal to edit course ECE 566/466—Compiler Optimization and Scheduling (presented by Dr. Doug Reeves)

College of Natural Resources

- a. At the request of the Department of Forestry a proposal to edit course FW 544/444—Mammalogy (presented by Dr. Melissa Pasquinelli)

College of Veterinary Medicine

- b. At the request of the Department of Comparative Biological Science a proposal to edit course CBS 816—Advanced Topics in Immunology (presented by Dr. Sam Jones)

III. New Business

- a. REG 02.20.02 – policy related to adding and dropping courses.
Discussion regarding adding “Graduate students” to section 3.3.1 of this regulation, which would result in graduate students getting a W grade for dropping courses after census. There was discussion regarding the fact that some students would not get feedback on their grade at that point. It was noted that swaps would not result in a W, if swapping out the same hours.

It was mentioned that it would be good to add a message to the system that informs students that they will receive a W grade before they drop.

A recommendation was made to set a maximum number of withdrawals similar to section 3.3.3 that currently only impacts undergraduates.

A motion to update REG 02.20.02 section 3.3.1 to add “and Graduate” to the section was approved (11 to 3)

- b. Stacking Credentials

Student could complete 2 pre-determined certificates and use a maximum 24hrs towards a pre-determined master’s program. They cannot then count these hours towards a PhD, students can double count but cannot triple count. Programs have to go through an approval process through the Administrative Board before it will be allowed.

IV. Information Items

- a. Report from Graduate Student Association (GSA) (presented by Ms. Emily Krzystowczyk).

The GSA officially introduced new board members this week. They are working on travel awards. Since many conferences have been canceled, they are still trying to figure out how to disperse those awards. A suggestion was made to repurpose the funds to provide financial assistant to needy students. Not sure this is possibly depending upon the type of funding.

They are looking at a 5% budget cut and trying to figure out how to deal with that. They are also determining what to do with any excess money they have this year.

- b. COVID update. We cannot fund international students who are not in country. There are discussions regarding how to open campus in the fall.

V. Next scheduled meeting

May 14, 2020

10:00 am

Zoom Meeting

The meeting was adjourned at 11:18 am.