

Administrative Board of the Graduate School
September 5, 2024
Winslow Hall
10:00 a.m.

Minutes

The meeting was called to order at 10:00 a.m.

Voting Members Present: Jonathan Allen, Vikas Anand, David Crouse, Liara Gonzalez, Naimul Haque, Heidi Hobbs, Jeff Joines, Sharon Joines, Sam Jones, Tim Kraft, John Lee, Alun Lloyd, John Millhauser, Eric Money, Spencer Muse, Melissa Pasquinelli, Kara Peters, Nelson Vinueza Benitez

Non-voting members present: Fashaad Crawford, Jamie Digesare, Pierre Gremaud, Peter Harries, Alexis Lockett, Lian Lynch, Kaitlyn Mittan, Tim Petty, Latasha Wade

Guests: Lisa Bass

Members Absent: Todd Berreth, Helen Chen, Kyle Pysker, Steven Shannon, Temple Walkowiak

I. Approval of Minutes

The minutes from [August 22, 2024](#) were approved.

II. Administrative Board Action Items

A. Program Actions

College of Humanities and Social Sciences

- a. At the request of the Communication department, a proposal to discontinue the [Communications \(MS\): Accelerated Bachelors/Masters \(ABM\)](#) (presented by Heidi Hobbs) was approved.

College of Agriculture and Life Sciences

- a. At the request of the Food Science department, a proposal to create the [Food Safety \(Certificate\)](#) (presented by Jonathan Allen) was approved.

Poole College of Management

- a. At the request of the Business Administration department, a proposal to update the [Marketing \(Certificate\)](#) (presented by Vikas Anand) was approved.
- b. At the request of the Accounting department, a proposal to update the [Accounting \(MR\)](#) (presented by Vikas Anand) was approved.

College of Education

- a. At the request of the Curriculum and Instruction department, a proposal to discontinue the [Curriculum and Instruction, Developmental Supervision \(MEd\)](#) (presented by John Lee) was approved.
- b. At the request of the Curriculum and Instruction department, a proposal to discontinue the [Curriculum and Instruction, New Literacies and Global Learning \(MEd\)](#) (presented by John Lee) was approved.
- c. At the request of the Curriculum and Instruction department, a proposal to discontinue the [Curriculum and Instruction, New Literacies and Global Learning \(MEd\): English Education Concentration](#) (presented by John Lee) was approved.
- d. At the request of the Curriculum and Instruction department, a proposal to discontinue the [Curriculum and Instruction, New Literacies and Global Learning \(MEd\): Middle Grades Education Concentration](#) (presented by John Lee) was approved.
- e. At the request of the Curriculum and Instruction department, a proposal to discontinue the [Curriculum and Instruction, New Literacies and Global Learning \(MEd\): Reading Education Concentration](#) (presented by John Lee) was approved.
- f. At the request of the Curriculum and Instruction department, a proposal to discontinue the [Curriculum and Instruction, New Literacies and Global Learning \(MEd\): Social Studies Education Concentration](#) (presented by John Lee) was approved.

B. Course Actions

**A motion was made to approve items under section B as consent agenda.
The motion was passed and the items were approved.**

College of Engineering

- a. At the request of the nuclear engineering department, a proposal to create the course [NE 522 : Principles of Nuclear Reactor Engineering](#)

College of Veterinary Medicine

- a. At the request of the College of Veterinary Medicine, a proposal to create the course [VMB 980 : Clinical Behavioral Medicine](#)

C. Course Revisions

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

College of Engineering

- a. At the request of the civil engineering department, a proposal to edit course [CE 508 : Transportation Systems Management](#)

D. Minor Actions

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

College of Veterinary Medicine

- b. At the request of the College of Veterinary Medicine, a proposal to edit course [VMB 976 : Radiology Rotation](#)

III. New Business

- a. New policy 400.1 for the program review process. Pierre Gremaud updated the committee on the changes to the policy and how it impacts the review process. There are new mandates of 7 items that we will need to report on for each program at the degree level. This includes budget, student demands, and productivity. These changes will apply to degree programs only. The committee discussed how the new requirements will change our current program review process and the impacts of the short timeline to have a policy in place.

IV. Continued Business

- a. TLE Request (presented by Lisa Bass) was approved with two modifications to the request. The modifications are to extend the deadline to fall 2025 and to finish the preliminary oral exam this fall.
- b. Peter Harries discussed the policy about plagiarism and TurnItIn that was discussed last year. The committee provided feedback from their departments since the last discussion.

V. Information Items

- a. Report from Graduate Student Association (GSA) (presented by Naimul Haque)
The GSA had their first welcome meeting with the new committees. The committees gave updates from their respective areas.

VI. Next scheduled meeting

September 19, 2024

10:00 a.m.

Winslow Hall Room 100

The meeting was adjourned at 11:11 a.m.