

**Administrative Board of the Graduate School
01/26/2023
The Graduate School, Room 2328
10:00 a.m.**

Minutes

Members Present: Jonathan Allen, Kim Allen, Echo Pan, Sharon Joines, Sam Jones, Tim Kraft, Seth Kullman, John Lee, Eric Money, James Mulholland, Melissa Pasquinelli, Tim Petty, Susan Tonkonogy, Kelly Umstead, Fashaad Crawford, Jamie Digesare, Peter Harries, Lian Lynch

Members Absent: Vikas Anand, Emiel DenHartog, Richard Gould, Pierre Gremaud, Robert Hawkins, Alun Lloyd, Pamela McCauley, Tamah Morant, Spencer Muse, Steven Shannon, Tamara Young, Helen Chen, Kyle Pysher

The meeting was called to order at 10:02 a.m.

I. Approval of Minutes

The minutes from [December 8, 2023](#) were approved.

II. Administrative Board Action Items

A. Program Actions

These program actions were tabled until the next meeting.

College of Engineering

- a. At the request of the Engineering Management department, a proposal to update the [Engineering Management \(MR\)](#) (presented by Richard Gould)
- b. At the request of the Engineering Management department, a proposal to update the [Engineering Management \(MR\): Advanced Manufacturing Concentration](#) (presented by Richard Gould)
- c. At the request of the Engineering Management department, a proposal to update the [Engineering Management \(MR\): Analytics Concentration](#) (presented by Richard Gould)

- d. At the request of the Engineering Management department, a proposal to update the [Engineering Management \(MR\): Entrepreneurship Concentration](#) (presented by Richard Gould)
- e. At the request of the Engineering Management department, a proposal to update the [Engineering Management \(MR\): Facilities Engineering Concentration](#) (presented by Richard Gould)
- f. At the request of the Engineering Management department, a proposal to update the [Engineering Management \(MR\): General Concentration](#) (presented by Richard Gould)
- g. At the request of the Engineering Management department, a proposal to update the [Engineering Management \(MR\): Health and Human Systems Concentration](#) (presented by Richard Gould)
- h. At the request of the Engineering Management department, a proposal to update the [Engineering Management \(MR\): Professional Practice Concentration](#) (presented by Richard Gould)
- i. At the request of the Engineering Management department, a proposal to update the [Engineering Management \(MR\): Supply Chain Engineering Concentration](#) (presented by Richard Gould)
- j. At the request of the Engineering Management department, a proposal to update the [Engineering Management Foundations \(Certificate\)](#) (presented by Richard Gould)

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 Agriculture and Life Sciences

- a. At the request of the Horticultural Science department, a proposal to create the course [HS 708 : Application of Genomics to Plant Breeding](#)
- b. At the request of the Horticultural Science department, a proposal to create the course [HS 403 / HS 503 : Plant Micropropagation and Tissue Culture](#)

College of Design

- a. At the request of the Graphic Design/Industrial Design department, a proposal to create the course [ID 551 : Product Fabrication and Prototyping](#)

C. Minor Actions

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 Biomedical Engineering department, a proposal to edit course [BME 502 : MedTech Innovation and Entrepreneurship II - Design and Regulation](#)
- b. At the request of the Biomedical Engineering department, a proposal to edit course [BME 503 : MedTech Innovation and Entrepreneurship III - Design and Regulation](#)

Poole College of Management

- a. At the request of the Marketing Analytics department, a proposal to edit course [MBA 565 : Marketing Analytics](#)

III. New Business

- a. The committee discussed artificial intelligence (ChatGPT) and graduate education and how this new tool will be used in and impact graduate education.
- b. The authorization for NSF from congress to NSF there is a statement that should be more information on mentorship and mentor training to ensure that students are being treated fairly and have a positive environment.
- c. Update on the student mental health task force. The draft proposal will be available next week. One of the recommendations is that the PRR's and also the Graduate Handbook be reviewed to clarify graduate vs undergraduate when referring to "students" in the PRR's. There is also a request for any missing PRR's to be developed.

IV. Information Items

- a. Report from Graduate Student Association (GSA) (presented by Ms. Echo Pan): The all council meeting was this past Monday. They discussed the data received about the annualized stipends from fall 2022. The Provost's is willing to work with the dean's potentially matching the stipend increases. The GSA is still working on gym and student health access during summer term for students that are not enrolled. The newly elected president for GSA is Margaret Baker, a PhD student in CHASS.

V. Next scheduled meeting

February 9, 2023

10:00 a.m.

[Zoom](#)

The meeting was adjourned at 11:09 a.m.