

**Administrative Board of the Graduate School
January 25, 2024
Zoom
10:00 a.m.**

Minutes

Members Present: Jonathan Allen, Kim Allen, Vikas Anand, George Elvin, Reza Ghiladi, Naimul Haque, Robert Hawkins, Jeff Joines, Sharon Joines, Sam Jones, Tim Kraft, Seth Kullman, John Lee, Alun Lloyd, Eric Money, Tamah Morant, Melissa Pasquinelli, Kara Peters, Steven Shannon, Josh Stern, Tamara Young, Charles Clift, Jamie Digesare, Pierre Gremaud, Peter Harries, Lian Lynch, Kaitlyn Mittan, Alexis Lockett, Kyle Pysher, Latasha Wade

Members Absent: Emiel DenHartog, Helen Chen

The meeting was called to order at 10:01 a.m.

I. Approval of Minutes

The minutes from [November 30, 2023](#) were approved.

II. Administrative Board Action Items

A. Program Actions

College of Engineering

- a. At the request of the Engineering Management department, a proposal to update the [Engineering Management \(MR\): Professional Practice Concentration](#) (presented by Kara Peters) was approved.

The Graduate School

- a. At the request of The Graduate School, a proposal to create the [Interdisciplinary Perspectives on Genes and Genomes Graduate Minor](#) (presented by Pierre Gremaud) was approved.

B. Miscellaneous Actions

- a. At the request of the Global One Health Academy, a proposal to create the prefix [GOH - Global One Health](#) was approved.

C. Course 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 Engineering department, a proposal to create the course [ISE 517 : Fundamentals of Additive Manufacturing](#)
- b. At the request of the Engineering department, a proposal to create the course [ISE 554 : Introduction to Product Development](#)
- c. At the request of the Mechanical & Aerospace Engineering department, a proposal to create the course [MAE 720 : Molecular Level Modeling for Engineering Applications](#)
- d. At the request of the Nuclear Engineering department, a proposal to create the course [NE 763 : Advanced Reactor Materials and Materials Performance](#)

College of Natural Resources

- a. At the request of the Parks, Recr & Tourism Mgmt department, a proposal to create the course [PRT 750 : Foundations of Social Science Research](#)

College of Veterinary Medicine

- a. At the request of the College of Veterinary Medicine, a proposal to create the course [VET 910 : DVM Professional Year One Seminar 1](#)
- b. At the request of the College of Veterinary Medicine, a proposal to create the course [VET 911 : Animal Health and Disease 1](#)
- c. At the request of the College of Veterinary Medicine, a proposal to create the course [VET 912 : Becoming a Professional 1](#)
- d. At the request of the College of Veterinary Medicine, a proposal to create the course [VET 913 : Exams and Interventions 1](#)
- e. At the request of the College of Veterinary Medicine, a proposal to create the course [VET 914 : Form and Function 1](#)

- f. At the request of the College of Veterinary Medicine, a proposal to create the course [VET 915 : Integrated Applications 1](#)
- g. At the request of the College of Veterinary Medicine, a proposal to create the course [VET 920 : DVM Professional Year One Seminar 2](#)
- h. At the request of the College of Veterinary Medicine, a proposal to create the course [VET 921 : Animal Health and Disease 2](#)
- i. At the request of the College of Veterinary Medicine, a proposal to create the course [VET 922 : Becoming a Professional 2](#)
- j. At the request of the College of Veterinary Medicine, a proposal to create the course [VET 923 : Exams and Interventions 2](#)
- k. At the request of the College of Veterinary Medicine, a proposal to create the course [VET 924 : Form and Function 2](#)
- l. At the request of the College of Veterinary Medicine, a proposal to create the course [VET 925 : Integrated Applications 2](#)

D. Course Revisions

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

College of Agriculture and Life Sciences

- a. At the request of the Applied Ecology department, a proposal to edit course [AEC 509 / AEC 409 : Ecology and Conservation of Freshwater Invertebrates](#)

College of Engineering

- a. At the request of the Electrical & Computer Engineering department, a proposal to edit course [ECE 710 : Advanced Digital Signal Processing](#)

College of Natural Resources

- a. At the request of the Forestry department, a proposal to edit course [FOR 501 / FOR 401 : Dendrology](#)

E. Minor Actions

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

College of Humanities and Social Sciences

- a. At the request of the Foreign Languages & Literature department, a proposal to edit course [FL 427 / FL 527 : Methods and Materials in TESOL \(Teaching English to Speakers of Others Languages\)](#)

III. Continued Business

- a. [Transfer credits at the doctoral level policy](#). The current policy is to only allow credits from completed master degrees to be transferred toward counting for the 72 credit hours requirement for the PhD degree . The committee discussed in the fall term allowing individual credits to be moved into the PhD degree requirements regardless of if it was attached to a completed masters degree. The committee reviewed the updated draft policy and discussed how many credits should be allowed to transfer in. They also discussed if someone has a completed masters, would we allow additional credits and how many of those credits would we allow.
- b. Discussion of plagiarism detection in theses/dissertations'. The committee discussed the current process for checking theses/dissertations' and would like to start to develop a process for checking theses/dissertations for plagiarism. They discussed what that policy should look like and that the policy should not be punitive or if it should be tied to a specific software.

IV. New Business

- a. Faculty sponsors at Commencement. Charles Clift presented a planned adjustment in seating for faculty sponsors at commencement. Since 2021 the number of students attending commencement has risen to about 50%. This is causing the seating areas to be at capacity. They are proposing the faculty sponsors still join their students in the procession but would join the faculty section seating to the left of the stage. The committee discussed the impacts this would have on faculty and student attendance at commencement and if there were other opportunities to celebrate the PhD graduates.

V. Information Items

- a. Report from Graduate Student Association (GSA) (presented by Naimul Haque). The GSA held a successful food drive and they are working with Dave Schafer to plan the upcoming Graduate Research Symposium.
- b. Report from Faculty Senate (presented by Tamah Morant). The Faculty Senate is having elections soon and ballots should go out in March. The faculty senate have also been discussing what is going on with Poe Hall and if any other buildings will be tested.

VI. Next scheduled meeting

February 8, 2024

10:00 a.m.

Winslow Hall

The meeting was adjourned at 11:34 a.m.