

Administrative Board of the Graduate School

November 9, 2023

Zoom

10:00 a.m.

Minutes

Members present: Jonathan Allen, George Elvin, Naimul Haque, Robert Hawkins, Jeff Joines, Sharon Joines, Sam Jones, Tim Kraft, Seth Kullman, John Lee, Alun Lloyd, Eric Money, James Mulholland, Spencer Muse, Melissa Pasquinelli, Steven Shannon, Tamara Young, Helen Chen, Pierre Gremaud, David Johnston, Lian Lynch, Kaitlyn Mittan Kyle Pysher, Ranji Ranjithan, Martha Reiskind

Members absent: Kim Allen, Vikas Anand, Emiel DenHartog, Kara Peters, Josh Stern, Fashaad Crawford, Jamie Digesare, Peter Harries, Tim Petty

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

I. Administrative Board Action Items

A. Program Actions

College of Agriculture and Life Sciences

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

The Graduate School

- a. At the request of The Graduate School, a proposal to update the [Genetics and Genomics \(Minor\)](#) (presented by Pierre Gremaud) was approved.
- b. At the request of The Graduate School, a proposal to discontinue the [Genetics \(Minor\)](#) (presented by Pierre Gremaud) was approved.
- c. 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 tabled for further discussion.

B. Miscellaneous Actions

- a. At the request of the College of Veterinary Medicine, a proposal to create the [VET prefix](#) was approved.
- b. At the request of The Department of Foreign Languages and Literature, a proposal to update their name to the [Department of World Languages and Cultures](#) 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 Civil Engineering department, a proposal to drop the course [CE 751 : Theory Of Concrete Mixtures](#)
- b. At the request of the Civil Engineering department, a proposal to drop the course [CE 708 : Transportation Logistics Planning and Optimization](#)
- c. At the request of the Civil Engineering department, a proposal to drop the course [CE 506 : Transportation Engineering Data Collection and Analysis](#)

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 Agricultural Education and Human Sciences department, a proposal to edit course [AEHS 705: International Agricultural Development](#)
- b. At the request of the Agricultural Education and Human Sciences department, a proposal to edit course [AEHS 501: Foundations Of Agricultural and Extension Education](#)
- c. At the request of the Agricultural Education and Human Sciences department, a proposal to edit course [AEHS 521: Program Planning in Agricultural Extension and Human Sciences](#)
- d. At the request of the Agricultural Education and Human Sciences department, a proposal to edit course [AEHS 524: Coordinating the High School Agricultural Education Program](#)
- e. At the request of the Agricultural Education and Human Sciences department, a proposal to edit course [AEHS 577: Evaluation in Agricultural and Human Sciences](#)

College of Education

- a. At the request of the Education, Leadership, and Program Evaluation department, a proposal to edit course [EAC 542 : College Environments](#)

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 Agriculture and Life Sciences

- a. At the request of the Agricultural Education and Human Sciences department, a proposal to edit course [AEHS 505: Trends and Issues in Agricultural Education and Human Sciences](#)
- b. At the request of the Agricultural Education and Human Sciences department, a proposal to edit course [AEHS 630: Independent Study in Agricultural Education and Human Sciences](#)
- c. At the request of the Agricultural Education and Human Sciences department, a proposal to edit course [AEHS 700: Foundations of Agricultural and Human Sciences](#)

College of Design

- a. At the request of the Architecture department, a proposal to edit course [ARC 597: Advanced Architectural Studies Project](#)

College of Veterinary Medicine

- a. At the request of the College of Veterinary Medicine, a proposal to edit course [VMC 946 : Extramural Business Management Experience](#)

II. Continued Business

- a. [Update on authorship discussion](#). Pierre Gremaud gave an update on the discussions on how authorship information should be documented in dissertations and thesis. The Provost task force has come up with a draft document that is being reviewed. The committee reviewed the draft document and provided feedback.

III. New Business

- a. [Extension Request for David Levine](#) (presented by David Johnston) was discussed. The board requested more information in order to review this request.

IV. Information Items

- a. Report from Graduate Student Association (GSA) (presented by Naimul Haque)
The evaluation for the travel grants is complete and the results will be posted by November 15, 2023. The new President position for GSA will be opening soon.

V. Next scheduled meeting

December 7, 2023

10:00 a.m.

Winslow Hall

The meeting was adjourned at 11:28 p.m.