

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

Minutes

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

Voting members present: Vikas Anand, David Crouse, Naimul Haque, Heidi Hobbs, Michael Hyman, Jeff Joines, Sharon Joines, Sam Jones, Tim Kraft, John Lee, Alun Lloyd, John Millhauser, Eric Money, Spencer Muse, Melissa Pasquinelli, Kara Peters, Balaji Rao, Nelson Vinueza Benitez, Temple Walkowiak

Non-voting members present: Fashaad Crawford, Jamie Digesare, Pierre Gremaud, Peter Harries, Lian Lynch, Tim Petty, Kyle Pysker

Guests present: Levent Atici, Li Marcus, Alexis Lockett

Members absent: Jonathan Allen, Todd Berreth, Helen Chen, Liara Gonzalez, Latasha Wade

I. Approval of Minutes

The minutes from [September 19, 2024](#) were approved.

II. Administrative Board Action Items

A. Program Actions

College of Engineering

- a. At the request of the Biomedical Engineering program, a proposal to edit the [Biomedical Engineering \(PhD\)](#) (presented by Kara Peters) was approved.

College of Textiles

- a. At the request of the Textiles program, a proposal to edit the [Consumer Textile Product Design and Development \(Certificate\)](#) (presented by Jeff Joines) was approved.

College of Agriculture and Life Sciences

- a. At the request of the Crop Science program, a proposal to edit the [Crop Science \(Minor\)](#) (presented by David Crouse) was approved.
- b. At the request of the Crop Science program, a proposal to edit the [Crop Science \(MR\)](#) (presented by David Crouse) was approved.
- c. At the request of the Crop Science program, a proposal to edit the [Crop Science \(MS\)](#) (presented by David Crouse) was approved.
- d. At the request of the Crop Science program, a proposal to edit the [Crop Science \(PhD\)](#) (presented by David Crouse) was approved.
- e. At the request of the Microbial Biotechnology program, a proposal to edit the [Microbial Biotechnology \(MR\)](#) (presented by David Crouse) was approved.
- f. At the request of the Poultry Science program, a proposal to edit the [Poultry Science \(MR\): Professional Science Masters \(PSM\)](#) (presented by David Crouse) was approved.
- g. At the request of the Food Science program, a proposal to edit the [Food Science \(MR\)](#) (presented by David Crouse) was approved.
- h. At the request of the Food Science program, a proposal to create the [Food Science \(MR\): Professional Science Master Concentration](#) (presented by David Crouse) was approved.

College of Humanities and Social Sciences

- a. At the request of the Sociology program, a proposal to edit the [Sociology \(MS\)](#) (presented by Heidi Hobbs) was approved.

Poole College of Management

- a. At the request of the Accounting program, a proposal to discontinue the [Tax Analytics and Technology \(Certificate\)](#) (presented by Vikas Anand) was approved. The committee requested that if there is a certificate that is attached to an industry contact we should have that documented in a MOU.

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.

Poole College of Management

- a. At the request of the Business Management department, a proposal to create the course [MIE 570 : Introduction to Innovation and Entrepreneurship](#)
- b. At the request of the Business Management department, a proposal to create the course [MIE 573 : Corporate Innovation](#)
- c. At the request of the Accounting department, a proposal to create the course [ACC 534 : Essentials of Personal Financial Planning](#)

College of Natural Resources

- a. At the request of the College of Natural Resources, a proposal to create the course [SMT 407 / SMT 507 : Sustainable Product Development Capstone](#)

College of Agriculture and Life Sciences

- a. At the request of the Biotechnology department, a proposal to create the course [BIT 456 / BIT 556 : Next Gen Forensic DNA Analysis](#)
- b. At the request of the Biotechnology department, a proposal to create the course [BIT 457 / BIT 557 : Introduction to Biological Electron Microscopy Techniques](#)
- c. At the request of the Food Bioprocessing and Nutrition department, a proposal to create the course [NTR 402 / NTR 502 : Nutrition Communication for Diverse Audiences](#)
- d. At the request of the Food Bioprocessing and Nutrition department, a proposal to create the course [NTR 460 / NTR 560 : Nutrition for the Older Adult](#)

College of Humanities and Social Sciences

- a. At the request of the Sociology department, a proposal to create the course [SOC 718 : Social Network Analysis](#)
- b. At the request of the Sociology department, a proposal to create the course [SOC 719 : Computational Text Analysis](#)

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 Humanities and Social Sciences

- a. At the request of the Sociology department, a proposal to drop the course [SOC 508 : Social Organization](#)
- b. At the request of the Sociology department, a proposal to drop the course [SOC 509 : Population Problems](#)

- c. At the request of the Sociology department, a proposal to drop the course [SOC 514 : Developing Societies](#)
- d. At the request of the Sociology department, a proposal to drop the course [SOC 533 : The Community](#)

College of Engineering

- a. At the request of the Civil Engineering department, a proposal to edit the course [CE 510: Transportation Policy and Funding](#)

College of Textiles

- a. At the request of the Textile Engineering Chemistry and Science department, a proposal to edit the course [TT 507 / NW 507 / TE 507 : Nonwoven Characterization Methods](#)

III. Continued Business

- a. TurnItIn discussion (Peter Harries) The committee was shown an example of a report generated by TurnItIn and they discussed the project space that students have access to use. Peter recommended that we have an AI discussion as a continued business topic moving forward.

IV. New Business

- a. CIM Courses Refresh (Li Marcus, Jamie Digesare) Li Marcus presented about the planned CIM Courses and CL 10 updates that are being implemented this academic year.
- b. Annual evaluations for doctoral students (Peter Harries) The Student Mental Health taskforce shared that doctoral students were feeling like they were not getting consistent feedback on their work. The Graduate School has developed a tool that will be sent to students to fill out their accomplishments, publications, presentations, etc. to submit to their advisor to respond to. There are exceptions for programs that are currently using their own tool and do not want to use the tool provided by The Graduate School. The Graduate School should launch this tool in March 2025.
- c. NSF required mentoring plans for graduate students (Peter Harries) NSF is going to be requiring mentoring plans for graduate students that are on NSF grants.

V. Information Items

- a. Report from Graduate Student Association (GSA) (presented by Naimul Haque) The fall semester travel grants have received 20% more applications this year. Also, the GSA members attended a communication meeting with UNC.

- b. Report from Faculty Senate (presented by Michael Hyman) The faculty senate meeting had a listening discussion about the new chancellor and also discussed wellness days and how it impacts the academic calendar.

VI. Next scheduled meeting

October 24, 2024

10:00 a.m.

Winslow Hall Room 100

The meeting was adjourned at 11:45 a.m.