

**Administrative Board of the Graduate School
December 4, 2025
The Graduate School
10:00 a.m.**

Minutes

Voting members present: Jonathan Allen, Vikas Anand, John Britt, Jeff Joines, Sharon Joines, Sam Jones, Alun Lloyd, James Mulholland, Spencer Muse, Melissa Pasquinelli, Kara Peters, Nelson Vinueza Benitez, Temple Walkowiak, Donald Warsing

Non-voting members present: Fashaad Crawford, Jamie Digesare, Pierre Gremaud, Lian Lynch, Latasha Wade

Guests: Lindsay Gentile, Alexis Lockett

Members absent: Todd Berreth, Harshit Bhatt, Helen Chen, David Crouse, Liara Gonzalez, Peter Harries, Michael Hyman, Seth Kullman, John Lee, John Millhauser, Eric Money, Tim Petty, Kyle Pysker, Balaji Rao

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

I. Approval of Minutes

The minutes from [November 20, 2025](#) were approved with one abstention.

II. Administrative Board Action Items

A. MISC. Actions

College of Design

- a. At the request of the Media Arts, Design and Technology department, a proposal to [update the ADN prefix](#) (presented by Sharon Joines) was approved.

B. Program Actions

College of Education

- a. At the request of the Adult and Higher Education department, a proposal to update the [Adult and Lifelong Education \(MEd\)](#) (presented by Temple Walkowiak) was approved with the recommendation to make the curriculum clearer that EAC 708 has prerequisites of EAC 703 and EAC 759 that would then only allow the student to take one elective for the Health Professions Education concentration.
- b. At the request of the Adult and Higher Education department, a proposal to update the [Adult and Lifelong Education \(MS\)](#) (presented by Temple Walkowiak) was approved with the recommendation to make the curriculum clearer that EAC 708 has prerequisites of EAC 703 and EAC 759 that would then only allow the student to take one elective for the Health Professions Education concentration.
- c. At the request of the ELPHD department, a proposal to update the [Educational Leadership, Policy and Human Development \(PhD\): Counseling and Counselor Education](#) (presented by Temple Walkowiak) was approved.
- d. At the request of the ELPHD department, a proposal to create the [Quantitative Research Methods in Education \(Graduate Certificate\)](#) (presented by Temple Walkowiak) was approved.

College of Humanities and Social Sciences

- a. At the request of the World Languages and Cultures department, a proposal to create the [Teaching English to Speakers of Other Languages \(TESOL\) \(Graduate Certificate\)](#) (presented by James Mulholland) 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 Humanities and Social Sciences

- a. At the request of the History department, a proposal to create the course [HI 574 : Historiography of the Modern Middle East](#)

College of Sciences

- a. At the request of the Marine Earth and Atmospheric Science department, a proposal to create the course [MEA 439 / MEA 539 : Interdisciplinary Innovation in the Blue Economy](#)

College of Veterinary Medicine

- a. At the request of the CVM, a proposal to create the course [VMC 918 : Geriatric Medicine - Coping with the Complexity of Age](#)
- b. At the request of the CVM, a proposal to create the course [VMC 969 : Introduction to Equine Primary Care](#)
- c. At the request of the CVM, a proposal to create the course [VMP 966 : Beef Production Medicine](#)

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 Engineering

- a. At the request of the Civil Engineering department, a proposal to edit course [CE 503 / CE 403 : Transportation System Design](#)
- b. At the request of the Civil Engineering department, a proposal to edit course [CE 536 / CE 436 : Introduction to Numerical Methods for Civil Engineers](#)

College of Education

- a. At the request of the ELPHD department, a proposal to edit course [EAC 762 : Meaning and Purpose in Higher Education](#)

College of Natural Resources

- a. At the request of the Forestry department, a proposal to edit course [FOR 403 / FOR 503 : Silvics and Forest Tree Physiology](#)

College of Humanities and Social Sciences

- a. At the request of the History department, a proposal to edit course [HI 480 / HI 580 : Change-makers in a Global Context](#)

College of Natural Resources

- a. At the request of the Parks, Recreation, and Tourism Management department, a proposal to edit course [PRT 511 : Sport and Entertainment Venue Management - Facilities](#)

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 Natural Resources

- a. At the request of the Forestry department, a proposal to edit course [FOR 630 : Independent Study in Forestry](#)

III. New Business

- a. Approval of the awarding of degrees on December 13, 2025 to those identified by the Graduate School as having successfully completed the requirements for their respective degrees (presented by Pierre Gremaud) was approved.
- b. ABGS Coordinator and GR Initial Review workflow steps and definition of roles (Pierre Gremaud). Pierre updated the committee on the administrative process for new proposals in CIM Programs and CIM Courses. Every proposal (new and edits) will now come to GR Initial Review as a first step for The Graduate School to review and make sure that all the information for the proposal is there.
- c. [TOEFL Changes](#) and [catalog update](#) (Lindsay Gentile) There is a new scoring scale for TOEFL effective January 21, 2026. The committee reviewed what the new scores would be for The Graduate School minimum. The committee also reviewed the proposed updates to the Graduate Handbook in the catalog and the changes were approved.

IV. Old Business

- a. There was a request to return to the discussion about plagiarism and TurnItIn and creation of a policy.

V. Information Items

- a. Report from Graduate Student Association (GSA) (presented by John Britt) GSA had their final meeting of the semester last week. They also sent out guidance to graduate students about immigration enforcement. They will be having a friendsgiving celebration for graduate students on December 9, 2025.

VI. Next scheduled meeting

January 22, 2026

10:00 a.m.

Winslow Hall Conference Room

The meeting was adjourned at 10:30 a.m.