MINUTES OF THE MEETING OF THE ADMINISTRATIVE BOARD OF THE GRADUATE SCHOOL

January 12, 2012


OTHERS PRESENT: Karen Alarie, Lisbeth Borbye

ABSENT: Mike Carter, Bryan Hoynacke, Spencer Muse, William Oxenham, Joseph Roise

1. Approval of the minutes of the December 15, 2011 meeting of the Administrative Board of the Graduate School.

   The minutes of the December 15, 2011 meeting of the Administrative Board of the Graduate School were approved.

2. Announcements

   Dr. Hodge is continuing to track faculty teaching graduate level courses in the spring. He is working with departments to resolve any inconsistencies.

   Dr. Hodge reported that there’s an attempt by Registration and Records to clean up the graduate catalog. He suggested, at the same time, programs should also delete courses that haven’t been taught in the last 5 years.

3. Enrollment Update

   Dr. Hodge reported that applications are up by 6.7 percent compared to this time last year.
4. **Update on Recent University Graduate Student Association (UGSA) Activities**
   
   There was no report available.

5. **Curriculum Actions**

   Graduate Certificate in City Design - **Approved**

6. **Curriculum Changes**

   Core Curriculum Revision for Master of International Studies - **Approved**

7. **Professional Science Master Notation on Transcripts**

   Dr. Borbye outlined the process she follows to get PSMs approved and distributed the Professional Science Master’s Program Progress Report for January 2009 – December 2011. Board members were concerned that existing programs were constructing PSMs from existing coursework and getting approval without vetting the PSM through the ABGS. Drs. Hodge and Borbye will create a procedure for processing PSMs, in addition to, constructing a more explicit memo for adding the notation to the student’s transcript. – **Tabled**

8. **Operational Item**

   Adding COM 695 to M.S. in Communication Memo – **Approved**

   Course Terminations Plant Pathology Memo – **Approved**

   ENT 509 – Change to course description Memo – **Approved**

   BBS/FS 426/526 Change of course title Memo – **Approved**

9. **Course Actions**

   HS 583 – Advanced Floral Crop Production and Handling – **Approved with revision**

   HS/ENT 586 – Plant Resistance to Abiotic and Biotic Stressors - **Tabled**

11. **Next scheduled meeting**

    January 26, 2012

    10:00-12:00

    Scott Hall, Room 216