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

January 26, 2012


OTHERS PRESENT: Karen Alarie

ABSENT: Mike Carter, Bruce Hammerberg, Bryan Hoynacke, Craig Friend, Art Rice, Joseph Roise

1. Approval of the minutes of the January 12, 2012 meeting of the Administrative Board of the Graduate School.

The minutes of the January 12, 2012 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 getting close to clearing inconsistencies. He indicated that there needs to be discussion regarding the description and definition of instructor of record.

Dr. Hodge asked for volunteers to serve on the Alumni Association Distinguished Graduate Professorships Selection Committee. Dr. William Oxenham volunteered and will be serving on this committee.

Dr. Hodge reported that he and Dr. Borbye are working on the procedures for the PSM and will present a revised memo to board members when it is completed.
3. **Enrollment Update**

Dr. Hodge reported that applications are up by 5.4 percent compared to this time last year.

4. **Update on Recent University Graduate Student Association (UGSA) Activities**

There was no report available.

5. **Operational Items**

   EA 665 Change Memo for Credit Hours and Prerequisites – **Approved**

6. **Course Actions**

   BAE 560 – Aerosol Science and Engineering – **Approved with revisions**

   BAE 561 – Agricultural Air Quality – **Approved with revisions**

   ISE 718 – Micro/Nano-Scale Fabrication and Manufacturing – **Approved with revisions**

7. **Discussion Items**

   Among the items discussed at the end of the meeting were: Creation of a prefix for a proposed Genetic Engineering and Society (GES) minor. The discussion centered around whether a cross-listing would be favored over a new prefix. Dr. Gallagher indicated that a prefix is needed, but wanted cross-listing to be considered since some courses would work really well with a social science base. She requested a look at the final paperwork.

   As a result of this discussion, several board members were in favor of a “big picture” discussion regarding interdisciplinary programs and how they should be handled since the programs are not housed in one central location.

   Dr. Oxenham brought up several issues – 9 credits as full time when the handbook states 12 was deemed to be an advising issue; auditing a PE course that isn’t an academic course allows students to take a course without grading requirements; and are preliminary exams restricted to graduate faculty.

8. **Next scheduled meeting**

   February 9, 2012
   10:00-12:00
   Scott Hall, Room 216