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

March 11, 2010


OTHERS PRESENT: Karen Alarie, Steve Allen

ABSENT: Pam Arroway, Michael Carter, Ken Esbenshade, Lloyd Fleisher, Tim Hatcher, Haig Khachatoorian, Holly Swart

1. Approval of the minutes of the February 25, 2010 meeting of the Administrative Board of the Graduate School.

The minutes of the February 25, 2010 meeting of the Administrative Board of the Graduate School were approved.

2. Announcements

Dr. Hodge announced that Disciplinary Panels were changed since he last posted his spreadsheet. They’re now scheduled up to April 28th.

Dr. Hodge reported that we are working on Appendix J and we’ve got a draft procedure and dual degrees and agreements. The will go through the Board and SCRT.

Dr. Hodge indicated that the Korea campus initiative is continuing and is now going to be a graduate effort.

3. Enrollment Update
Dr. Hodge indicated that application are up 12%.

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

Ms. Feese reported that the Graduate Symposium held on March 10 was a huge success. There were 190 posters presented. The event was very busy with many attendees. Five of the judges were from local companies with the majority of the judges from faculty. Representatives and three State Senators attended.

The Board recognized Dr. David Shafer and his work with the Symposium and the Graduate School.

5. **New Programs**

Proposal for the Master of Business Administration – Appendix F & G (Notification of Intent to Plan a New Distance Education Degree Program and Request for Authorization to Establish a New Distance Education Degree Program)

The proposal was presented by Dr. Steve Allen. A vote will be conducted at the next meeting.

7. **Operational Items:**

NTR 420/520 – Community Nutrition – credit hours, contact hours, grading method, description
Approved

8. **New Courses:**

PP 540 – Tropical Plant Pathology
Tabled

PRT 705 – Qualitative Approaches to Recreation Research (Tabled 11/12/09)
Approved with revision

SW 500 – Advanced Standing Seminar
Approved with revision

TE 570 – Polymer Physics
Tabled

9. **Discussion Items:**

e. Time Limit for Thesis Submission – Resolved
Dr. Willits announced that Rick is looking at the first bullet item which will need to be submitted to the library as they have control on the second bullet. So this could be implemented anytime.

Dr. Willits announced that Bullets 2 and 3 will be in effect for students for Fall 2010.

h. Advisory Committee Chair

We need a recommendation to resolve the issue of whether or not each advisory committee must have a chair. The Handbook is ambiguous, but the coding in SIS is not. Students are not allowed to submit a committee without a chair. DGP’s and the Graduate School may override this requirement, but it requires a great deal of effort to accommodate the wishes of some programs to have two co-chairs instead of a chair. Examples of the ambiguous wording from the Handbook are:

from 3.13, Co-Majors and Minors:
2. Doctoral Students
Students may co-major at the doctoral level with the approval of both programs and with the appointment of a co-chair from each program on the advisory committee. Co-majors are not permitted between Doctor of Philosophy and Doctor of Education degree programs.

from 3.2, Advisory Committees:
A full member of the graduate faculty must chair the committee. However, an associate member of the Graduate Faculty may co-chair if the other co-chair is a full member.

from 3.6, Comprehensive Examinations:
When remote examinations do become necessary, it is the responsibility of the chair (or co-chairs) of the committee to maintain the academic integrity of the exam and to ensure that the spirit of the requirements outlined in 3.6.B. or 3.6.C. above are followed.

from 1.3 Graduate Faculty:
B. Responsibilities
Associate Status

Co-chair doctoral advisory committees when committee chair holds full Graduate Faculty status;

For Natural Resources Chair and co-chair is fine. But it was mentioned that two even co-chairs were seen as favorable by half of the faculty and the other half favored multiple co-chairs. The faculty was all in favor of
maximum flexibility rather than a requirement. Textile indicated that they were in favor of two co-chairs.

Dr. Willits indicated that it would be best to settle on one. He also stated that it was possible to have one administrative chair for SIS with an assigned co-chair.

10. Next scheduled meeting:
March 25, 2010
10:00-12:00
Scott Hall, Room 216