
OTHERS PRESENT: Karen Alarie, Michael Bustle, Director, Office of International Services, Barbara Sherry (substituting for Lloyd Fleisher)

ABSENT: Lloyd Fleisher, Elke Feese, Vicki Gallagher, Tim Hatcher, Haig Khachatooorian

1. Approval of the minutes of the September 10, 2009 meeting of the Administrative Board of the Graduate School.

   The minutes of the September 10, 2009 meeting of the Administrative Board of the Graduate School were approved with revision.

2. Announcements

   Dr. Hodge announced that the Directors of Graduate Programs & Graduate Secretaries Fall Meeting will be held on October 6, 10:00-12:00 and October 7, 1:00-3:00, Williams Hall 2405.

   Dr. Larick introduced Dr. Barbara Sherry to the board; she is substituting for Dr. Lloyd Fleisher.

   Dr Hodge reported that we participated in a request from the NC General Assembly for Distance Education data to assess the cost of Distance Education compared with traditional means of delivering courses.

   Dr. Larick announced that the AGEP Visit NC Day will be held on September 29 and 30.

3. Enrollment Update
Dr. Hodge reported that our enrollment is up and we’ve exceeded our target, but we are short on new students.

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

Dr. Larick reported that students will be voting on the Tally Center Referendum on October 3. He indicated that if the students don’t pass the referendum for renovations, it will be difficult to proceed with construction.

5. **New Courses:**

   BEC 532 – Biologic Processing Science – removed from the June 15, 2009 agenda then tabled at the August 27, 2009 meeting
   **Approved with revision**

   PRT 506 – Organizational Behavior & Leadership in Parks, Recreation, Tourism and Sport – Tabled at the April 23, 2009 meeting
   **Approved**

   PRT 507 – Strategic Marketing Management in Parks, Recreation, and Sport Organizations – Tabled at the April 23, 2009 meeting
   **Approved**

   PRT 508 – Risk Management for Parks, Recreation, and Sport Organizations – Tabled at the April 23, 2009 meeting
   **Approved with revisions**

   PRT 665 – Professional Project – Tabled at the April 23, 2009 meeting
   **Approved with revision**

6. **Discussion Items:**

   c. **Patent Waivers and Ph.D. Research—student or full-time employee?**

      The phrase “in my capacity as an employee” will be eliminated from the doctoral waiver forms and the titles of each waiver have been changed to reflect the specific nature of the waiver being requested.

   e. **Course Syllabus Regulations**

      Dr. Larick suggested that the PRR for course syllabus should simply state that there is a requirement for all courses to have a syllabus. For the regulations that are common to all courses, it may be more appropriate to establish a process during pre-registration for students to read and agree to. Board members will present the policy at their respective college committee meetings and report back to the ABGS.

   f. **Time Limit for Thesis Submission** OIS has asked us to consider establishing time limits for turning in the final thesis/dissertation
after the defense. Some international students (and perhaps PI's as well) are gaming the system by postponing final thesis submission by as much as a whole semester. Any rules we invoke would have to apply equally to both international and US citizens alike. We currently have no rules.

The Board will continue to discuss this issue, but the best choice for a deadline for thesis/dissertation submission was census day.

7. **Next scheduled meeting:**
   October 15, 2009  
   10:00 a.m. to 12:00 p.m.  
   Scott Hall, Room 216