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

January 23, 2014


OTHERS PRESENT: Karen Alarie, Mesut Baran, Melissa Williford (substituting for Rebecca Swanson)

ABSENT: Mike Carter, Jo-Ann Cohen, Bill DeLuca, Lucian Lucia, Art Rice, Rebecca Swanson

1. Approval of the minutes of the December 12, 2013, meeting of the Administrative Board of the Graduate School.

The minutes of the December 12, 2013, meeting of the Administrative Board of the Graduate School were approved. The January 9, 2014, meeting was cancelled.

2. Selection Committee for Alumni Association Distinguished Graduate Professorships

Dr. Hodge asked for a volunteer to serve on the selection committee, and Dr. William Oxenham agreed to be the representative member from the Administrative Board of the Graduate School.

3. Request for Extension of Time Limit for a Master’s Student

The student’s DGP presented a request for a four-year time extension for a Master of Architecture. After discussion, a board member ‘called the question’. A vote was taken on whether to vote in this meeting or wait until the next meeting and the result was all in
favor with one abstention. A vote was called, and the result was all in favor with two abstentions to grant the time extension.

4. **Announcements**

Dr. Hodge announced that Registration and Records aligned all course offerings to coincide with the actual semesters they are taught so that students can make more informed decisions regarding their schedule for degree completion.

Dr. Hodge reported that graduate faculty nominations for teaching in the spring were cleared by Census Day with only a few remaining unresolved.

5. **Enrollment Update**

Dr. Hodge reported that applications are up by 11.3 percent compared to this time last year with the increase being primarily master’s applications.

Ms. Swart reported that the summer schedule will be published on Monday, January 27, 2014.

Dr. Gallagher brought up a concern that ineligible international students were erroneously enrolling in the internet and off-site courses. The Graduate School will contact DELTA and the Office of International Students for more information on this issue.

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

Mr. Melillo reported that an email was sent out announcing the financial awards for attending conferences and encouraging students to apply. The deadline is February 15, 2014. They will be taking applications and reimbursing fees. September 15, 2014 is the next deadline for applications.

He also reported that the deadline for nominations for the Outstanding Teaching Assistant Awards Luncheon is February 28, 2014. Students are allowed to self-nominate.

7. **Operational Items**

SW 417/517 – title change – **Approved**

8. **Curriculum Changes**

**Master of Science in Electric Power Systems Engineering**

Dr. Baran presented the proposal indicating that the changes in the Master of Science were due to feedback from students and the advisory board. The main revision reflects the change in the number of available courses to provide flexibility. Previously, there
were ten courses, and all were required. The department revised the program to make some of those ten courses elective to give the students more choice.

The first introductory summer course has been eliminated, and one has been added at the end of the program. The introduction course was repeating information that students who were entering the program on a selective basis found redundant, so the introduction course was removed and replaced with an elective.

The curriculum change for the Master of Science in Electric Power Systems Engineering was approved.

**Minor in Statistics**

The Statistics Department is reorganizing statistic sequences, and the proposal is to request permission for the change to the minor for specific courses that are listed: ST 501, 502, 555, 556, 557.

The changes to the Minor in Statistics was approved subject to approval of the courses.

9. **New Courses**
   - COM 540 – Critical & Interpretive Inquiry in Communication – **Approved with revision**
   - ECE/CSC 547 – Cloud Computing Technology – **Approved with revision**
   - ENG 587 – Interdisciplinary Studies in English – **Approved**
   - GES/COM/HI 508 Emerging Technologies & Society – **Approved with revision**
   - ST 501 – Fundamentals of Statistics Inference I – **Approved with revision**
   - ST 502 – Fundamentals of Statistics Inference II – **Approved with revision**
   - ST 555 – Statistical Computing I – **Tabled**
   - ST 556 – Statistical Computing II – **Tabled**
   - ST 557 – Using Technology to Teach Statistics – **Tabled**

10. **Next scheduled meeting**
    February 13, 2014
    10:00-12:00
    Scott Hall, Room 216