MEMBERS PRESENT: Lynne Baker-Ward, Mike Carter, Steven Clouse, George Hodge, Kathy Krawczyk, Alun Lloyd, Vernon Matzen, William Oxenham, Sam Pardue, Doug Reeves, Rebeca Rufty, Michael Stoskopf, Holly Swart, Daniel Willits

OTHERS PRESENT: Karen Alarie, Greg Raschke, Will Cross, Aaron Clark (substituting for Lance Fusarelli and William DeLuca)


1. Approval of the minutes of the March 14, 2013 meeting of the Administrative Board of the Graduate School.

The minutes of the March 14, 2013 meeting of the Administrative Board of the Graduate School were approved with revision.

2. Announcements

Dr. Hodge is auditing the list of faculty teaching graduate courses who are not yet approved for the spring semester and it’s almost complete.

Ms. Swart commented briefly that Registration and Records has updated 640 courses at the undergraduate and graduate level in the Course Catalog to reflect term offerings in reality. The importance in updating this information will mitigate confusion and frustration for students as they search for classes, and will eliminate issues with Undergraduate Planning in SIS caused by mis-matched term offering information.
3. **Enrollment Update**

Dr. Hodge reported that the application/admissions report for Fall 2013 is available in business objects.

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

Bryan Hoynacke provided an electronic copy of Paw Prints, the UGSA Newsletter and the All Council Meeting Minutes as well as the UGSA Conference Attendance Scholarship Notes for dissemination to the Board.

5. **Copyright Issues Presentation**

Dr. Greg Raschke and Mr. Will Cross brought up two issues that the Library has identified as problems with dissertations.

1. **Screen-scraping**
   
   An international student scanned content from dissertations on line to create an article, then published that article through an international journal. It’s difficult to stop this type of plagiarism because foreign journals have looser standards regarding intellectual property. The solution to this problem is to work with the Graduate School to get a higher level of PDF which doesn’t completely stop plagiarism, but makes it more difficult to screen scrape. Another solution was to watermark the dissertations.

2. **Dissertation on Amazon for sale**
   
   Once a dissertation shows up on Amazon it’s no longer exclusive. Therefore, students who are in the process of publishing their work to journals are no longer eligible to submit because the journal will consider it already published. Often a PI is not aware that the dissertation has been published on Amazon. Students need to be educated to check the opt out box on the ProQuest form to give them time to publish their work in journals. Another solution would be to have ProQuest change the question from opt out to opt in.

Other concerns that were raised during the discussion were dual authorship of dissertations, self-plagiarism and journals who now own a copyright to the submitted articles are republishing and selling the articles to different journals. Many board members indicated that dual authorship is the norm in their colleges to produce scholarship. Since dissertations must have a sole author, it was suggested that a statement from the Graduate School be created to explain the guidelines of dual authorship that can then be used to educate faculty. Self-plagiarism is an issue when students try to use their own work once it’s published and now is copyrighted. The Office of Student Conduct has a strict policy on self-plagiarism. As to publishers who are republishing and selling articles, that’s, unfortunately, out of the control of the university and the reality of the world we live in.
6. **Operational Items**

VMC 998 – Basic Wildlife Rehabilitation Medicine – **Approved**
VMC 999 – Advanced Wildlife Rehabilitation Medicine – **Approved**

7. **New Course Actions**

AEE 777 – Qualitative Research Methods I in the Agricultural and Life Sciences – **Approved**
BCH 560 – Molecular Biology for Teachers – **Tabled**
CSC 561 – Computer Graphics – **Approved**
ECE 583 – Electric Power Engineering Practicum I – **Approved**
ECE 585 – The Business of the Electric Utility Industry – **Approved with revision**
ECE 783 – Electric Power Engineering Practicum II – **Tabled**

8. **Outstanding Administrative Board Actions**

MB 585 – Tabled for discussion on professional development; awaiting revision and resubmission

9. **Discussion Items**

a. **New Degree Review Process – on-going information regarding the process**

Dr. Hodge reported the following update for new distance education programs currently submitted to UNC-GA:

Master of Education in Technology Education
Master of Education and Master of Science in Elementary Education
Master of Education and Master of Science in Curriculum and Instruction concentration: New Literacies and Global Learning

After speaking with Alisa Chapman from UNC-GA, she had several changes that needed to be made to the Appendix G for each document. She indicated that Master of Science and Master of Education for Elementary Education must be uncoupled and sent in two separate Appendix G submissions. She asked for a description of DELTA and more information regarding the library for all the submissions. Once the appendices have been revised, they will be re-submitted to UNC-GA.

b. **Option B Programs** – The Board will discuss this at a future meeting.

c. **Courseleaf Curriculum (CIM)** - working on the database this summer with all the course actions and working closely with Catherine Freeman as well.
d. Dual Degree Partnerships

Once all feedback is accumulated, revised documents will be distributed. Some parts of the documents will be implemented this summer. Dr. Hodge asked that college feedback should continue to be garnered and brought to the Board.

e. PRR Definition of a Credit Hour

Some of the concerns that were identified are there is no recognition of distance education under 2.1, which will need clarification. A question was raised if this PRR would affect credit by exam. Credit by exam already has its own PRR and there is no connection between this PRR and the credit by exam PRR.

10. Next scheduled meeting
April 11, 2013
10:00-12:00
Scott Hall, Room 216