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

October 11, 2012


OTHERS PRESENT: Karen Alarie, Hugh Devine

ABSENT: Mike Carter, Bryan Hoynacke, Sam Pardue, Art Rice, Holly Swart

1. Approval of the minutes of the September 20, 2012 meeting of the Administrative Board of the Graduate School.

The minutes of the September 20, 2012 meeting of the Administrative Board of the Graduate School were approved.

2. Announcements

Dr. Hodge announced that the Spring 2013 teaching schedule is available and he will be reviewing the teaching schedule for compliance on assigning Instructors of Record.

Dr. Hodge reported that representatives from UNC-GA attended the Graduate Operations Council and presented information on the new program process. He also reported that the three priority degree programs have been sent to UNC-GA.

3. Enrollment Update

Dr. Hodge reported that updates can be viewed through Business Objects.
4. Update on Recent University Graduate Student Association (UGSA) Activities
   No report was available.

5. Curriculum Revision
   Revision to ABM for BS/MS in Textile Chemistry memo – Approved

6. Operational Items
   Adding CHE 577 as crosslist to BEC 577 memo – Approved
   PSY 788 memo to revise prerequisite – Approved

7. Course Actions
   GIS 512 – Introduction to Environmental Remote Sensing – Approved
   ECE 756 Prerequisite change and restrictive statement memo – Approved with clarification
   NE 521 – Principles of RAD Measurements – Tabled

8. Discussion Items
      Dr. Willits distributed a handout that detailed a response by Shawn Troxler in General Counsel regarding a risk statement and absences. It was also suggested during this discussion that a reference to the honor code regulation be included in the syllabus.
   
   b. Professional Development – On-going Discussion
      Dr. Hodge asked for feedback from the colleges. CALS indicated a consensus among their faculty that professional development courses are integral and need to be retained. The faculty were comfortable with pass/fail and 600-level courses. The Veterinary School wants the courses directly relatable to topical items in the discipline and were also in favor. CHASS and COE will report their feedback at the next meeting. Dr. Hodge indicated that there are several courses being held in the queue awaiting the outcome of this discussion.
   
   c. New Program Review Process – on-going information regarding the process
      Dr. Hodge reported information presented at the GOC clarified the process and it’s possible that each program could loop through the process several
times depending on the feedback received from UNC-GA. The Dean’s Council is where all programs will be vetted to decide if it is a viable university proposal. Associate deans should communicate with faculty to make them aware of the new process and that all proposals at the outset must be well thought out before submission.

9. **Next scheduled meeting**
   - October 25, 2012
   - 10:00-12:00
   - Winslow Hall Conference Room