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

October 31, 2013

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MEMBERS PRESENT: Lynne Baker-Ward, Aaron Clark, Myron Floyd, George Hodge, Vernon Matzen, Alun Lloyd, Matt Melillo, Spencer Muse, William Oxenham, Sam Pardue, Doug Reeves, David Ritchie, Rebeca Rufty, Michael Stoskopf, Rebecca Swanson, Daniel Willits

OTHERS PRESENT: Derek Aday, Karen Alarie, Steve Allen (substituting for Tamah Morant), Michael Bustle, Michael Flickinger, Lindsay Gentile (substituting for Lian Lynch), David Hinks

ABSENT: Mike Carter, Lance Fusarelli, Victoria Gallagher, Lucian Lucia, Lian Lynch, Tamah Morant, Art Rice, Holly Swart

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1. Approval of the minutes of the October 17, 2013, meeting of the Administrative Board of the Graduate School.

The minutes of the October 17, 2013, meeting of the Administrative Board of the Graduate School were approved with revision.

2. Announcements

Dr. Hodge reported that candidates for the Dean of the Graduate School Dean will be on-campus in the next two weeks. There are four candidates in total. All candidates will meet with the ABGS, but on November 14, Candidate #3 will be on our regular scheduled time from 10:00-11:00 in the Winslow Hall Conference Room. The Board will then continue from 11:00-12:00 following the interview. Board members are encouraged to attend or send a substitute.

Candidate #1 – November 5 & 6
Candidate #2 – November 11 & 12
Candidate #3 – November 13 & 14
Candidate #4 – November 18 & 19

Dr. Rufty reported that budget discussion and planning is on-going in lieu of the constraints from the Legislature.

3. **Enrollment Update**

With census day past, there was no update.

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

Mr. Melillo reported that Vice Provost Larick addressed GSSP concerns with a good half-hour presentation and discussion. He’s an advocate for the students and will address their concerns. There will be a follow-up meeting where graduate students can get involved.

Mr. Melillo confirmed that there is one seat left on the Student Senate and is working to get that filled.

Due to the underfunding of the libraries and the decision to discontinue the 24/7 schedule, the UGSA, working in conjunction with the Student Senate, is gathering feedback on which libraries to reduced hours.

Mr. Melillo reported that he spoke at the DGP Meeting to announce that UGSA is looking for individual departments to form chapters and support UGSA. He received numerous emails as a result.

5. **Curriculum Changes**

Master of Supply Chain Engineering and Management

Dr. Allen presented the proposal changes to the degree requirements. A Concern was raised to make text and figure consistent with each other. – **Approved with revisions**

6. **3+X Agreement**

Dr. Hinks presented the agreement to the Board. Some concerns were that the list of participating programs need to be listed and PI should be changed to JU. – **Approved with revisions**

7. **Applied Ecology Minor Actions**

Minor Action for Changing Course Prefixes Memo – **Approved**
Minor action to Create AEC Course Prefix for Applied Ecology Memo – **Approved**
Minor Action to Create Special Topics Course Numbers for Applied Ecology – **Approved**
8. **New Courses**

BEC 440/540 – Expression Systems in Biomanufacturing I – **Approved with revisions**
BEC 441/541 – Expression Systems in Biomanufacturing II – **Approved with revisions**
ECD 530 – Theories and Techniques of Counseling – **Tabled**
ECD 562 – Techniques in Counseling – **Tabled**
MSE 703 – Interaction of Electrons with Materials – **Tabled (request by college reps)**
MSE 704 – Interaction of Photons with Materials – **Tabled (request by college reps)**

9. **Outstanding Administrative Board Actions**

ECD 762 – Withdrawn for revision and resubmission in Spring 2014
ECD 736 – Withdrawn for revision and resubmission in Spring 2014

10. **Discussion Items**

a. New Degree Review Process – ongoing information regarding the process

   Dr. Hodge reported there have been eight tracking numbers given out for new programs in progress.

11. **Next scheduled meeting**

November 14, 2013
10:00-12:00
Winslow Conference Hall