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

January 29, 2009

MEMBERS PRESENT: Pam Arroway, Michael Carter, Scott Despain, Ken
Esbenshade, Lloyd Fleisher, Lance Fusarelli, Vicki Gallagher, Emily Gomez,
George Hodge, Kathy Krawczyk, Duane Larick, Robert Nagel, William Oxenham,
John Park, Jean Ristaino, John Strenkowski, Holly Swart, Richard Venditti,
Daniel Willits

OTHERS PRESENT: Karen Alarie, Grant Holley

ABSENT: Karen DeBord, Jo-Ann Cohen, Percy Hooper

1. Approval of the minutes of the January 15, 2009 meeting of the
Administrative Board of the Graduate School.

The minutes of the January 15, 2009 meeting of the
Administrative Board of the Graduate School were approved
with the understanding that EAC 730, 731, and 732 be added
as approved actions.

2. Announcements:

Dr. Larick announced that the 4th Annual NC State University Graduate
Student Research Symposium will be held March 18 from 1:00-5:00 in the
McKimmon Center. He stated that UGSA is very involved and that the
funds to support the symposium come from student fees. Dr. Larick
announced that Dr. Shafer will need judges and will be asking board
members to serve.

Dr. Larick announced that the Spring DGPs and Graduate Secretaries
Meeting has changed from March 5 & 6 in the McKimmon Center to March
24 and 25 in Williams Hall, Room 2405. He stated that the Graduate School is working on the agenda and the new SIS system will be discussed. Mr. Liston will be available at the meeting to answer questions. Also, Dr. Carter will be discussing an update on outcome assessment.

Dr. Krawczyk announced that the Accounting Department has received a $500,000 grant from Ernst & Young, one of the Big 4 international accounting firms. NCSU was 1 of 5 universities in the nation to receive the grant. Research will be conducted on the virtual reality world using Second Life (a 3-D virtual world created by its residents using Avatars).

3. **Enrollment Update**

Dr. Larick showed the Board the new Business Management Enrollment database via MyPackPortal.

He stated that applications are up by 1311 compared to last year at this time. Admissions, though, are a bit slower and we are 15% down compared to this time last year. Also, Dr. Larick pointed out that North Carolina resident and U.S. resident applications have increased. We’ve also received over 1000 International applications than we received last year. He also stated that Native American and African American applications have increased. We will provide access to Board Members.

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

Ms. Gomez announced that the UGSA has moved funds from surplus to help with the costs of the symposium and the committee planning the symposium was very excited about the extra funds. She also announced that this is the first time in UGSA history that all graduate students’ seats on university committees are filled.

UGSA has opened elections for next year and Ms. Gomez will bring the president-elect with her to the next meeting.

5. **New Programs**

Ph.D. in Adult, Higher, and Human Resource Education – Appendix B & C (Notification of Intent to Plan a New Degree Program and Request for Authorization to Establish a New Degree Program)

Unanimously Approved
Masters of Education in Science Education (Option B) – Appendix F & G (Notification of Intent to Plan a New Distance Education Degree Program and Request for Authorization to Establish a New Distance Education Degree Program)

Masters of Science in Science Education – Appendix F & G (Notification of Intent to Plan a New Distance Education Degree Program and Request for Authorization to Establish a New Distance Education Degree Program)

Dr Grant Holley attended the meeting to introduce and support the proposals. The discussion revolved around how the budget differs in that DELTA funds the program because it is distance education and the use of Second Life as a tool that will be used in certain courses.

6. **New Courses:**

The Board discussed the best process to use when obtaining consultations. Methods were discussed and the outcome was that in the short term the process will be to require that all consultation emails will be submitted along with the CAF and syllabus to the college graduate studies committee then the Graduate School. In the long term, a web-based process may be developed.

- MEA 425/525 – Introduction to Atmospheric Chemistry  
  **Approved**

- MEA 580 – Air Quality Modeling and Forecasting  
  **Approved pending consultation with Civil Engineering**

- CH 747 – Nanobiotechnology  
  **Approved**

- CH 770 – Bioinorganic Chemistry  
  **Approved with revision**

- FOR 575 – Advanced Terrestrial Ecosystem Ecology  
  **Approved with revision**

- CE 468/568 – Construction Engineering Laboratory  
  **Approved with revision**

- CSC 724 – Advanced Distributed Systems  
  **Approved with revision**

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