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

April 8, 2010


OTHERS PRESENT: Karen Alarie, Jodi Hall

ABSENT: Michael Carter, Lloyd Fleisher, Elke Feese, Tim Hatcher, Haig Khachatoorian

1. Approval of the minutes of the March 25, 2010 meeting of the Administrative Board of the Graduate School.

The minutes of the March 25, 2010 meeting of the Administrative Board of the Graduate School were approved.

2. Announcements

Dr. Hodge announced that Disciplinary Panels were continuing to be held. Public History is scheduled for April 14 and Drs. Jonathan Ocko and Craig Friend will attend. He also noted that The Graduate School has purchased videoconferencing equipment so that the panel members and any interested party from NCSU can attend.

Dr. Hodge reported that the MOU Task Force is working off a draft and hopeful that agreements will be placed on the agenda for the next ABGS meeting.

Dr. Krawczyk announced that the Department of Accounting is now officially accredited.
3. **Enrollment Update**

Dr. Hodge indicated that the Admissions Office has received 12,500 applications.

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

Ms. Feese sent the following update through an email as she was unable to attend the meeting:

At the March council meeting new officers were voted for the next academic year:

a. Secretary: Brandi Keene (Textiles)
b. TTA: Keri Rehm (Math)
c. ECO: David Barrios (Chemistry)
d. Treasurer: Zack Kenz Internal (Math)
e. VP: Alex Hummel (Engineering)
f. External VP: Hakan Karagul (Industrial Systems and Engineering)
g. President: Ali Kefeli (Industrial Systems and Engineering)

New allocation of graduate student seats in Student Senate was proposed: 5 for graduate students, 15 seats at large for grads and undergrads; but bill did not pass; this issue will come up again next year.

Seminar with Dr. Jorge Cham, creator of PhD comics, will take place April 13th.

5. **Operational Items**

Establishing SW 505 as a Co-Requisite for SW 500

**Approved**

6. **New Courses:**

SW 510 – Research Methods for Social Work

**Approved with revision**

SW 520 – SW Generalist Practice I

**Approved with revision**

SW 557 – SW Program Development and Grant Writing

**Approved with revision**

SW 561 – SW Administration and Supervision

**Approved**
7 Discussion Items:

a. **Masters degree nomenclature** (Master of Science – thesis and non-thesis; Masters of a Discipline; Masters of a Discipline or non-thesis program Option B). Do we need them all? Could the nomenclature be changed? The current nomenclature can be found at: [http://www.ncsu.edu/grad/handbook/sections3_8.php](http://www.ncsu.edu/grad/handbook/sections3_8.php).

A proposal will be presented to the Board at the next meeting for a vote.

h. **Advisory Committee Chair**

We need a recommendation to resolve the issue of whether or not each advisory committee must have a chair. The Handbook is ambiguous, but the coding in SIS is not. Students are not allowed to submit a committee without a chair. DGP's and the Graduate School may override this requirement, but it requires a great deal of effort to accommodate the wishes of some programs to have two co-chairs instead of a chair. Examples of the ambiguous wording from the Handbook are:

from 3.13, Co-Majors and Minors:

2. **Doctoral Students**

Students may co-major at the doctoral level with the approval of both programs and with the appointment of a **co-chair from each program** on the advisory committee. Co-majors are not permitted between Doctor of Philosophy and Doctor of Education degree programs.

from 3.2, Advisory Committees:

A **full member of the graduate faculty must chair the committee.** However, **an associate member of the Graduate Faculty may co-chair if the other co-chair is a full member.**

from 3.6, Comprehensive Examinations:

When remote examinations do become necessary, it is the responsibility of **the chair (or co-chairs)** of the committee to maintain the academic integrity of the exam and to ensure that the spirit of the requirements outlined in 3.6.B. or 3.6.C. above are followed.

from 1.3 Graduate Faculty:

B. Responsibilities

Associate Status

Co-chair doctoral advisory committees when committee chair holds full Graduate Faculty status;
CALS indicated that they were interested in having two co-chairs and consider having one chair and a subordinate chair, but they are open to co-chairs. CHASS faculty is open to co-chairs and Accounting is content and has been working quite well with two co-chairs. SIS requires a chair so if it is decided that there will be two chairs, it will be an exception and Dr. Willits has seen an increase in that type of request. The Board discussed chair and co-chair at length citing that it would be acceptable to rename co-chair to a more recognizable subordinate name. A proposal will be developed and presented to the board at the next meeting.

i. Full or Part time Status

Three credits of 695 is not considered as full time for doctoral students. Therefore, doctoral students are out of full time status. It was suggested that 3 credits of 695 be considered full time like 699 to alleviate the problem. A proposal will be put together to present to the board for a vote.

8. Next scheduled meeting:
April 22, 2010
10:00-12:00
Scott Hall, Room 216