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

August 25, 2011


OTHERS PRESENT: Karen Alarie

ABSENT: Michael Carter, Design Representative, Ken Esbenshade, Faculty Senate Representative, Lance Fusarelli, Duane Larick, Lian Lynch, Joseph Roise, UGSA Representative

1. Approval of the minutes of the May 12, 2011 meeting of the Administrative Board of the Graduate School.

The minutes of the May 12, 2011 meeting of the Administrative Board of the Graduate School were approved.

2. Announcements

Dr. Hodge reported that disciplinary panels were scheduled for Biomanufacturing on August 31, 2011 and Climate Change and Society on September 7, 2011. These programs do have to go to the Board of Governors, but there is no firm date as to when. UNC-GA does have a substantial black log.

Dr. Hodge indicated that 118 sections still remain where the instructor has not yet been approved. The listing has been distributed to the Graduate Associate Deans for each college to resolve as soon as possible. In the future, it may be necessary to cancel course sections that don’t meet the required guidelines. It was suggested that perhaps suspending enrollment might be a good stopgap.
3. **Enrollment Update**

Dr. Hodge announced that 8315 students are currently enrolled with an increase of 387 over last year. We are up by 42 over our total target and close to our target projections.

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

No report was available as the representative was absent.

5. **Operational Items**

- GN 735 – Functional Genomics – Minor action for course catalog corrections - Approved
- ENT 550 – Fundamentals of Insect Control – Request to change course title - Approved
- VMP 912 – Evidence Based Medicine – title, grading method - Approved

6. **Course Actions**

- ACC 510 – Advanced Financial Accounting – Approved
- BCH 770 – Enzyme Kinetics and Mechanisms – Approved
- ENG 522 – Writing in Nonacademic Settings – Approved
- HS 550 – Environmental Nursery Production – Approved with revisions
- HS 701 – Plant Metabolism – Approved with revision
- MSE 712 – Scanning Electron Microscopy (Tabled at the 5/12/11 meeting) – Tabled
- PB 480/580 – Introduction to Plant Biotechnology – Approved with revisions

7. **Discussion Items**

**Grievance Policy Revamp**

The Grievance Policy was approved by board members and has been implemented.
**Full Time Rules**

Dr. Willits reported that the first attempt to assess the revenue impact of the proposed rule was compromised by some bad data. The data should be fixed within just a few days and then we will re-visit the revenue question in the next few weeks.

**Revision of REG 11.35.3, Graduate Student Discipline**

This item will be discussed at the next meeting.

**REGs to RULs**

Dr. Willits has received a list of what can and cannot be converted into rules and what must remain as regs. He indicated that about one third of the regs can be converted into rules which is a considerable revision downwards from previous estimates.

**ABM Issue**

Dr. Willits indicated that we will be tightening up the monitoring of ABM students. For students who are no longer in compliance with the rules, we will be communicating with the DGPs to see if they still want them in the program.

**MFA Thesis Filing**

The MFA has made a statement that publishers will not publish work that has been readily available on the web. This impacts ETD filing as it is a requirement by NC State that the student upload their work to the system. Internal discussion will be taking place in The Graduate School and may rise to the ABGS at some point.

8. **Next scheduled meeting**
   September 8, 2011
   10:00-12:00
   Scott Hall, Room 216