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

September 9, 2010


OTHERS PRESENT: Karen Alarie, John Fountain

ABSENT: Michael Carter, Kenneth Esbenshade, Lloyd Fleisher, Victoria Gallagher, Haig Khachatoorian, Lian Lynch

1. Approval of the minutes of the August 26, 2010 meeting of the Administrative Board of the Graduate School.

The minutes of the August 26, 2010 meeting of the Administrative Board of the Graduate School were approved.

2. Announcements

Dr. Hodge announced that UNC-GA has updated their Disciplinary Panels website, but nothing is posted yet for Fall 2010

3. Enrollment Update

Dr. Hodge reported that we have exceeded our enrollment target for Fall 2010.
4. **Update on Recent University Graduate Student Association (UGSA) Activities**

Brandi Keene reported that UGSA held its first meeting and there is good student representation on committees all over campus such as Tuition and Fees and Parking.

5. **Operational Items**

- BUS drops – drop the prefixes of BUS that were changed to MBA courses – Approved
- VMB 921 – Veterinary Comparative Anatomy – credit hours – Approved
- VMC 976 – Critical Care Medicine Small Animals – restrictive statement – Approved
- VMP 956 – Health Maintenance & Animal Production III – scheduling – Approved
- VMP 999 – Vet International Field Studies – prefix/number – Approved

6. **New Programs and Concentrations**

Proposal for the Master of and Master of Science in Biomanufacturing – Appendix A & C (Notification of Intent to Plan a New Baccalaureate or Master’s Program and Request for Authorization to Establish a New Baccalaureate or Master’s Program)

Dr. Keltie passed out handouts that addressed concerns raised at the last board meeting.

Approved

Proposal for the Master of Nanoengineering – Appendix A & C (Notification of Intent to Plan a New Baccalaureate or Master’s Program and Request for Authorization to Establish a New Baccalaureate or Master’s Program)

Proposal for the Master of Nanoengineering – 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. Keltie reported that Nanoengineering is currently working on revising the proposal to address the concerns raised at the board meeting.
Proposal for the Master of Climate Change and Society – Appendix A & C
(Notification of Intent to Plan a New Baccalaureate or Master's Program and
Request for Authorization to Establish a New Baccalaureate or Master's Program)

A board member asked if Asheville will be offering courses that students can take and transfer. Although this program was planned with Asheville to be a joint program. Asheville's faculty voted it down. At this time there isn’t any agreement with Asheville for any courses to be applied to the program. It was noted that Asheville has developed a certificate. It was suggested that the reference to a joint program with Asheville should be removed from the proposal. There were concerns about prerequisites required for some of the courses due to the fact that there are some courses required that need a strong science background. There was also a question raised about DELTA courses that were included in the program curricula since this program will be delivered solely on-campus.

7. New Courses

ECG/ST 750 – Introduction to Econometric Methods – Approved
FS 422/522 – Food Packaging – Approved with revisions
MA 524 – Combinatorics I – Approved with revisions
MA 724 – Combinatorics II – Approved with revisions

8. Discussion Items

d. 400 Level Courses

Transfer into MR

We have four rules governing transfer of credits into a Master's program. Three of the four clearly limit the transfer to graduate courses. The fourth clearly allows the transfer of 400-level courses; however, this is at odds with the requirements for ABM which clearly limit the 12 double-counted hrs and the 6 additional hrs that can be transferred into a graduate program (from an undergraduate program) to graduate courses. The proposal is to restrict the transfer of courses taken while an undergraduate to graduate courses only (500 level or above).

Allowed in a DR program

We have a little known rule against including 400 level courses in a PhD program. Very few have been aware of it until recently. Since discovering it, we have run into numerous violations of it that need to be addressed. The rule now says:
Students cannot take 400-level courses or lower as part of the credit-hour requirement

Originally this was part of another rule
If a student completes a Master's degree at NC State and continues for a doctoral degree without a break in time, up to 36 credit hours taken while in Master's status may be used to meet minimum requirements for the doctoral degree. *Students cannot take 400-level courses or lower as part of the credit-hour requirement.*

Because the implications of that phrasing are not trivial, we moved it to a separate statement (which actually changes the meaning slightly) and rewrote the modified statement to read:
If a student completes a Master's degree at NC State and continues for a doctoral degree without a break in time, up to 36 credit hours taken while in Master's status may be used to meet minimum requirements for the doctoral degree. That allowance may include those 400-level courses taken as an approved part of the Master's degree.

If any 400 level courses are allowed in a DR program, we currently have no restrictions that would prohibit all 72 hrs to be 400 level.

**Both the master and the doctoral proposals will be taken back to the respective graduate committees to discuss the policies and get feedback.**

9. **Next scheduled meeting**
   September 23, 2010
   10:00-2:00
   Scott Hall, Room 216