
OTHERS PRESENT: Karen Alarie

ABSENT: Mike Carter, William DeLuca, Craig Friend, Design Representative, Bruce Hammerberg, Brian Hoynacke, Alun Lloyd, Joseph Roise, Michael Stoskopf, Holly Swart

1. Approval of the minutes of the September 22, 2011 meeting of the Administrative Board of the Graduate School.

The minutes of the September 22, 2011 meeting of the Administrative Board of the Graduate School were approved.

2. Announcements

Dr. Hodge reported that the Directors of Graduate Programs Workshop was held on October 11 and 12. Announced there was a new addition to the Administrative Handbook regarding faculty credentials for teaching graduate courses (Section 3.19 A). All graduate faculty must have the appropriate credentials to teach a graduate course. Supervised teaching and research courses must be taught by associate or full members of the graduate faculty. All courses without exception will be required to have the approved faculty member in place. All paperwork to appoint an instructor as a graduate faculty for Spring 2012 must be received by the Graduate School by December 5. See Section 1.3 Graduate Faculty of the Administrative Handbook for more details.
UNC-GA is reviewing the process for all new programs submitted to them. Several programs from NCSU that were submitted last year still need action.

3. **Enrollment Update**

Dr. Hodge reported that we have exceeded our target and are above last year’s census. Applications are up by 14%.

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

There was no report available.

5. **Operational Items**

   - CE 529 – FRP Strengthening and Repair of Concrete Structures – Approved
   - VMC 932 – Principles of Surgery - Approved

6. **Curriculum Action**

   - Add Thesis Option to the Master of Science in Communication – Approved with revisions

7. **Course Actions**

   - EDP 575 – Multicultural Lifespan Development in Education Context – Approved with revision
   - SOC 753 – Inequality in Work and the Economy (In-depth Reviewers: Clouse, DeLuca, Keltie) – Approved with revisions

8. **Discussion Items**

   a. **Full or Part-time Status**

      Dr. Willits expects to have a proposal for the next meeting.

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

      This revision is straight from the Office of General Counsel (Shawn Troxler). Dr. Willits reported that the confounding between REG 11.35.3 and REG 10.00.2, Responding to Allegations of Research Misconduct, has been eliminated. REG 11.35.3 no longer requires a findings hearing for matters where the student “…has either admitted or been found responsible for research misconduct.” under 10.00.2. For these cases
action under 11.35.3 is limited to a hearing to establish sanctions. The board discussed the policy, asking for clarification in some cases (clarification was provided by follow-up email). Board Members will garner feedback from their respective college committees and report their feedback at the November 10, 2011 meeting.

c. 400-level Cross-listed Courses (also minor courses)

Should students be able to list on their Plan of Work, using the non-major course prefix, a 400-level course cross-listed with their major? Should students be able to obtain a minor using courses cross-listed with their major?

After a vigorous discussion, a consensus was reached that any 400-level course cross-listed with the student’s major will not be allowed on the Plan of Work; however, no objection was expressed to a student obtaining a minor using course-work cross-listed with their major.

d. Graduate School Representatives (GSR)

Do we need GSRs and, if so, what can we do the change the culture of not serving as a GSR when asked? Would a GSR pool be appropriate (e.g., each college get prior agreements from a group of faculty that rotates throughout the year? How about DGPs working together to swap out GSR time?

After some discussion, the Board reached the consensus that Grad School Reps are needed because the DR is the highest degree offered by the university and GSRs provide some degree of assurance that the process is working correctly. Several options to encourage participation by graduate faculty were discussed. One option was a periodic report to department heads on GSR service by his or her faculty. Board members were asked to take the issue back to the colleges for additional feedback.

9. Next scheduled meeting
October 27, 2011
10:00-12:00
Scott Hall, Room 216