MEMBERS PRESENT: Pam Arroway, Michael Carter, Steven Clouse, Jo-Ann Cohen, Scott Despain, Lloyd Fleisher, Lance Fusarelli, George Hodge, Dick Keltie, Kathy Krawczyk, Robert Nagel, William Oxenham, Holly Swart, Daniel Willits

OTHERS PRESENT: Karen Alarie

ABSENT: Bill DeLuca, Ken Esbenshade, Elke Feese, Vicki Gallagher, Tim Hatcher, Haig Khachatoorinan, Duane Larick

1. Approval of the minutes of the October 15, 2009 meeting of the Administrative Board of the Graduate School.
   The minutes of the October 15, 2009 meeting of the Administrative Board of the Graduate School were approved.

2. Announcements
   Dr. Hodge announced that disciplinary panels are being held at UNC-GA to start handling the backlog of new programs and the next two are in November. Appendix C is posted at their website along with a document template.

   Dr. Hodge stated that he is still working with the Korea Campus initiative and Dr. Larick is continuing to participate in a committee charged with establishing a process for development of dual degrees.

3. Enrollment Update
   No report at this time.
4. **Update on recent University Graduate Student Association (UGSA) Activities**

No report was available.

5. **New Programs**

**Proposal for a Peace Corps Master’s International (MI) Concentration in the Master’s of Crop Science**

Dr. Randy Wells presented the proposal. Board members will vote at the next meeting.

**Proposal for the Master of Supply Chain Engineering and Management – Appendix A (Notification of Intent to Plan a New Master’s Program)**

**Proposal for the Master of Supply Chain Engineering and Management – Appendix C (Request for Authorization to Establish a New Master’s Program)**

Drs. Steve Allen and Russ King presented the proposal. Board members will vote at the next meeting.

5. **Operational Items:**

PO/ANS 425/NTR/FM 525 – Advanced Feed Science and Technology
Approved

5. **New Courses:**

TOX 710 – Molecular and Biochemical Toxicology
Approved with revisions

6. **Discussion Items:**

a. **Masters degree nomenclature (Masters 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/section3_8.php](http://www.ncsu.edu/grad/handbook/section3_8.php). See posted material from previous discussions.

The consensus was that this item should be removed from the agenda as an agreement regarding the current options is unlikely to be reached. The Graduate School will develop a “current practice” document to clarify how the nomenclature will be managed in the future.
d. **Course Syllabus Regulations** – See posted proposal currently being reviewed by the UCCC.

Last update is that the new revision hasn’t gone back to UCCC, nor is it on the agenda.

e. **Time Limit for Thesis Submission** OIS has asked us to consider establishing time limits for turning in the thesis/dissertation after the defense. This would apply to thesis review as well as final copy. Some international students (and perhaps PI's as well) are gaming the system by postponing thesis review by as much as a whole semester. Any rules we invoke would have to apply equally to both international and US citizens alike. We currently have no rules. See posted material.

Board members discussed the different college responses and there were mixed feelings about the timeline and the re-exam requirement. Many faculty members across colleges weren’t in favor of a re-exam. Board members will take this issue and discuss it more with their respective colleges. Dr. Willits will revise the proposal.

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