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

February 27, 2014


OTHERS PRESENT: Karen Alarie, Bill DeLuca (substituting for Lance Fusarelli), Chad Hoggan, Ingrid Schmidt

ABSENT: Mike Carter, Lance Fusarelli, Lucian Lucia

1. Approval of the minutes of the January 23, 2014 meeting of the Administrative Board of the Graduate School.

The minutes of the January 23, 2014, meeting of the Administrative Board of the Graduate School were approved. The February 13, 2014 meeting was cancelled due to inclement weather.

2. Announcements

Dr. Hodge announced the new Dean of the Graduate School is Maureen Grasso. She will begin July 1, 2014.

Dr. Hodge reported that Appendix A and C for proposal of new programs to UNC-GA have been revised.

Dean Rufty reported that Appendix A for both the Ph.D. in Management and the Ph.D. in Geospatial Analytics were approved by the Deans’ Council.
3. **Enrollment Update**

Applications are up 10% with still a larger number of masters than the Ph.D. applications.

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

Mr. Melillo reported the deadline for Outstanding TA Awards is February 28, 2014.

He also stated UGSA has received about 20 applications for reimbursement of conference fees and indicated that they are in need of finalist judges.

He announced that Graduate Education Week is March 23-29, 2014. More information can be found here [http://www.ncsu.edu/grad/gew/](http://www.ncsu.edu/grad/gew/)

The UGSA has also closed nominations for officers. Mr. Melillo indicated that he was honored to have served on the Board but will not seek a second term as President of the UGSA.

5. **Request for the Granting of a Posthumous Degree in Art & Design to Cheryl Smith Harrison**

Dr. Rice requested a posthumous granting of a Master of Art and Design to Cheryl Smith Harrison on May 20, 2014 in recognition of the progress she’d made toward the completion of the degree. She had completed all requirements except her final project which she was expected to pass. **Approved**

6. **Guest Presentation of Study Abroad Proposal for a new REG2.XX.XX**

Associate Vice Provost Schmidt presented an overall view of the services, mission, and credit-bearing experiences that the Study Abroad Office (SAO) handles in their mission to the students and faculty of NC State. She discussed the primary purpose of the office was safety and risk management. She talked about value of study abroad, changing trends, affordability, and the value of the exchange experience. The services that they provide to the campus community are customized to each student, i.e., risk management, insurance, financial aid, advising, orientation, registration/courses, transcript documentation, training, program development, budget management, advocacy, statistics and reporting.

The proposed new reg would make it mandatory that all study abroad must be approved by SAO and follow best practice procedures and standards. Concerns were raised that the volume of students presenting papers and doing short-term types of activities abroad would increase SAO’s workload considerably. There was also a concern over an additional fee that would be charged to graduate students to cover the increased cost of handling more SAO travel. Associate Vice Provost Schmidt indicated the cost would be covered by the Provost’s Office for graduate students. Concern was also raised that SAO track students for risk management purposes and the challenge of the task, but
Associate Vice Provost Schmidt indicated that it was the responsibility of the SAO to know where the students were specifically on overnight trips as a group chaperoned by a faculty member. If students are independently studying abroad, it would be more difficult to track them, but the SAO makes every effort.

It was suggested that the phrase in paragraph 2.2, “…and graduate students carrying out research or giving presentations which contribute to academic credit” be removed. Board members felt that the language in 2.2 sufficiently covered student activities abroad.

It was suggested that the reg be delayed so that some of the concerns could be addressed, specifically how to deal with student travel, since changing regulations are time intensive. Mr. Melillo will present this regulation for feedback from UGSA.

7. **Consolidating Multiple Graduate Certificates in the Department of Leadership, Policy and Adult and Higher Education**

Teaching, Training and Education Technology
- Training & Development
- Community College Teaching
- E-Learning

Dr. Hoggan presented the three certificates that would be consolidated into one – Teaching, Training and Education Technology. The consolidation would make it easier to administer the certificates and would simplify scheduling. The certificate would remain as DE.

There would need to be a phase-out plan created. The Graduate Certificate in Training and Development would be retitled and the Graduate Certificates in Community College Teaching and E-Learning would be discontinued. **Approved**

8. **Operational Items**

- DDN 809 and DDN 830 Memo – **Approved**
- FS/NTR 510 – drop course – **Approved**
- HI 592 – drop course – **Approved**
- PHI 515 – drop course – **Approved**
- PHI 522 – drop course – **Approved**

9. **New Courses**

- CSC 484/584 – Building Game Artificial Intelligence – **Tabled by College**
- EAC 545 – Higher Education Masters Professional Seminar – **Approved with revisions**
- ECD 530 – Theories and Techniques of Counseling – **Approved with revisions**
- ECD 562 – Techniques in Counseling – **Approved with revisions**
- EDP 723 – Motivation in Education – **Approved with revisions**
10. **New Business**

Dr. Oxenham brought up a concern that with the budget the way it is, we are essentially "giving" away courses, via audits. Grad students are permitted to take one free audited course per semester. He suggested that some students in his department were choosing to change to audit instead of dropping a course.

11. **Next scheduled meeting**
March 20, 2014  
10:00-12:00  
Scott Hall, Room 216