MINUTES
MEETING OF THE ADMINISTRATIVE BOARD OF THE GRADUATE SCHOOL
August 28, 2014

Members present: Mohamed Bourham, Aaron Clark, Jo-Ann Cohen, David Fiala, Victoria Gallagher, Maureen Grasso, George Hodge, Alun Lloyd, Lian Lynch, Brittany Mastrangelo, Tamah Morant, Sam Pardue, Doug Reeves, Art Rice, David Ritchie, Rebeca Rufty, Michael Stoskopf, Rebecca Swanson, Ellen Vasu

Others present: Karen Alarie, Deanna Dannels (substituting for Victoria Gallagher), Dennis Hazel, Adrianna Kirkman, John Lee, Melanie Smith, Xiangwu Zhang (substituting for William Oxenham)

Members absent: Lynne Baker-Ward, David Baumer, Myron Floyd

Dean Grasso called the meeting to order at 10:00 a.m.

Minutes of the May 8, 2014, meeting of the Administrative Board of the Graduate School were approved.

1. Announcements

Dean Grasso conducted introductions. The following were changes to Board members

New:
Dean Maureen Grasso, The Graduate School

Dr. David Baumer, Faculty Senate (Home Department: Business Management, College of Management, professor)

Dr. Mohamed Bourham, elected member from Engineering (Home Department: Nuclear Engineering, professor)

Brittany Mastrangelo, Registration and Records representative

Substitute for the Fall Semester:
Dr. Xiangwu Zhang (Home Department: Textile Engineering Chemistry and Science, associate professor) substituting for Dr. William Oxenham, elected member, College of Textiles

Substitute for the Academic Year:
Dr. Deanna Dannels (Home Department: Communications, professor) substituting for Dr. Victoria Gallagher, appointed member, College of Humanities and Social Sciences

Re-appointment:
Dr. Jo-Ann Cohen, Associate Dean, College of Sciences (serving a 3rd four-year term)

Replacement:
Dr. Ellen Vasu (Associate Dean, College of Education) replacing Dr. Lance Fusarelli as the appointed member.

Dean Grasso presented and briefly discussed the Graduate Education Measures of Success (GEMS) Report. She indicated that the report contains recommendations for universities in the UNC system to collect and assess data on mentoring, time to degree, professional development, student success, exit surveys, improving student learning outcomes. These data will inform the contributions of graduate education to the economic prosperity of North Carolina, the country and the world.

3. **Enrollment Update**

Dean Grasso reported we were short on graduate enrollment targets. She encouraged colleges to get all admitted students enrolled. She also mentioned that there was a concern that some faculty members who are instructors of record are not members of the Graduate Faculty. She emphasized that it’s imperative that all paperwork be submitted and approved before assigning an instructor of record.

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

Mr. Fiala introduced the role of the UGSA. He encouraged Board members to bring any announcements to him. He indicated that they meet once a month and were happy to include anyone on the agenda.

He reported that UGSA participated in New Graduate Student Orientation on August 19th and provided information to new students on the importance of professional development for graduate students and the role of the UGSA as a partner with the Graduate School’s Preparing Professional Leaders program. Members of the UGSA also served as volunteers for the orientation event and the information fair.

5. **New Concentrations – Action Items**

At the request the Department of Curriculum, Instruction & Counselor Education, a proposal to offer a concentration in Middle Grades Math in the Master of Arts in Teaching (MAT) and a proposal to offer a concentration in Middle Grades Science in the Master of Arts in Teaching (MAT) was presented by Dr. John Lee.

The proposals for the concentrations are needed for new licensure in math and science. It was suggested that there be clarification that the Master of Arts in Teaching is 50 percent DE and a revision of the resources statement that there will be a reallocation of resources rather than no new resources required. After discussion the motion to approve both proposals passed.
6. **New Graduate Certificates – Action Items**

A. The proposal for a Graduate Certificate in Curriculum Coaching (Tabled at the September 26, 2013 Meeting) remained tabled and will be brought forward when the courses associated with the certificate are completed and submitted for ABGS approval.

B. At the request of the Department of Forestry & Environmental Resources, a proposal for a Graduate Certificate in Military Land Sustainability was presented by Dr. Dennis Hazel and considered.

Dr. Dennis Hazel, Department of Forestry & Environmental Resources presented an overview of how the certificate would be administered and that it was designed with a military perspective in mind. He indicated NC State was currently working with Texas A&M to create a more detailed Memorandum of Agreement (MOA) to replace the current, more general Memorandum of Understanding (MOU). No action was taken. The proposal was tabled until the MOA is finalized and signed.

7. **Operational Items – Action Items**

At the request of the Department of Population Health and Pathobiology, a motion to approve VMP 922 – Small Group Problem Solving in Veterinary Medicine passed.

8. **Course Actions – Action Items**

A. The following Forestry courses are part of the Graduate Certificate in Military Land Sustainability and had no action taken as additional information was requested.

   - FOR 541 – Sustainable Military Land Management
   - FOR 542 – Field Course for Military Land Sustainability
   - FOR 543 – Geospatial Technology in Military Land Management
   - FOR 544 – Natural Resource Policy Formulation
   - FOR 545 – Conservation Finance
   - FOR 546 – Conflict Resolution for Natural Resource Managers

B. At the request of the Department of History, the motion to approve HI 486/586 – Science and Empire passed.

C. At the request of the Department of Textile Engineering, Chemistry and Science, the motion to approve TE 550 – Clothing Comfort and Personal Protection Science passed with revision.

D. At the request of the Department of Textile Engineering, Chemistry and Science, the motion to approve TE 551 – Human Physiology for Clothing and Wearables passed.
9. New Business

Dean Grasso introduced the concept of creating subcommittees to review all board actions before they are placed on the agenda. It was suggested that if subcommittees were created then the ABGS would meet once a month.

There was a brief discussion about changing the DGP workshop to earlier in the summer, but some board members suggested that it remain in August. There was a suggestion that the DGPs be surveyed for their input. (The DGP workshop has already been moved to July and the discussion was about changing it back to August.)

Dr. Tamah Morant, College of Management representative brought up two concerns:

TOEFL:

Dr. Morant asked about requiring one year of full time study in the United States vs. North America, since there are a number of English speaking areas in Canada. Although there is an exception for TOEFL that can be submitted to the Graduate School, Dean Grasso requested that Dr. Morant send her an email and she’ll review and consider the concern.

GSSP:

Due to the current GSSP rules, Dr. Morant has had to counsel students, who completed their masters at NC State and wish to pursue the Ph.D., to consider universities other than NC State due to the fact that the effective start date for the GSSP begins as soon as they are admitted to NC State. This reduces the funds and the time they have for completion of the Ph.D. degree here at NCSU.

It was pointed out that masters students who do not take a break can use up to 36 hours from their masters toward their Ph.D. and therefore, don’t require as much time or funding to complete the Ph.D. Dr. David Ritchie, College of Agricultural and Life Sciences also had concerns regarding tuition remission. Dean Grasso asked Dr. Morant and Dr. Ritchie to send her emails on these matters for further discussion.

The meeting adjourned at 12:00 p.m.