Administrative Board of the Graduate School
Thursday, November 12, 2015
Room 216, Scott Hall

MINUTES

Members present: Alton Banks, James Bartlett, Mohamad Bourham, Michael Carter, Aaron Clark, Jo-Ann Cohen, Maureen Grasso, Peter Harries, George Hodge, Sam Jones, Susanna Lee, Alun Lloyd, Lian Lynch, Brittany Mastrangelo, Tamah Morant, Jessica Nash, Doug Reeves, Art Rice, David Ritchie, Rebecca Swanson.

Others present: Adrianna Kirkman, Yu-Fai Leung, Melissa Nosbisch, Sharlene O’Neil.

Members absent: Deanna Dannels, William Oxenham, Sam Pardue, Joseph Roise.

Dean Grasso called the meeting to order at 10:02am.

I. Approval of Minutes
Minutes of the October 15, 2015 were approved.

II. Administrative Board Action Items
A. Program Action
   a. At the request of the College of Agriculture and Life Sciences from the Department of Plant and Microbial Biology, a proposal to convert the current Master of Microbiology to an Option B non-thesis plan (presented by Dr. David Ritchie) was approved.

   b. At the request of the Colleges of Engineering and Sciences, a proposal to create a graduate certificate in Data Science Foundations (presented by Dr. Doug Reeves and Dr. Jo-Ann Cohen) was approved.

B. Course Revisions (taken as a consent agenda)

A motion was made to approve items a-c as consent agenda items. The motion passed and items a, b, and c were approved.
a. At the request of the Department of Social Work, a proposal to revise SW 519—Evaluation of a Social Work Intervention by assigning a new course number (presented by Dr. Deanna Dannels).

b. At the request of the College of Veterinary Medicine, a proposal to revise VMB 921—Veterinary Comparative Anatomy by editing the title to more accurately reflect the content of the course (presented by Dr. Sam Jones).

c. At the request of the College of Veterinary Medicine, a proposal to revise VMC 943—Laboratory Animal and Zoological Species Health and Disease I by editing the title to reflect new course content (presented by Dr. Sam Jones).

C. Course Actions
   a. At the request of the College of Veterinary Medicine, a proposal to create the course VMB 900—Veterinary Pain: Physiology and Clinical Problem Solving (presented by Dr. Sam Jones) was approved.

b. At the request of the Department of Business Management, a proposal to create the course BUS 501—Strategic Management Foundations (presented by Dr. Tamah Morant) was approved.

c. At the request of the Department of Parks, Recreation, and Tourism Management, a proposal to create the course GIS 609—Geospatial Forum (presented by Dr. Yu-Fai Leung) was approved.

d. At the request of the Department of Parks, Recreation, and Tourism Management, a proposal to create the course GIS 660—MGIST Professional Portfolio (presented by Dr. Yu-Fai Leung) was approved.

III. New Business
   a. Discussion of updates to the Graduate Handbook (Dr. Peter Harries, Senior Associate Dean for the Graduate School).

   Dr. Harries advised that he, and other Graduate School individuals, are continuing to examine and revise the Handbook by addressing one section at a time. He noted that there are a few final touches on the Plan of Work section, but that Board members will be receiving revisions to review in the near future.

b. TOEFL update (Dean Grasso).

   The current TOEFL (text which measures English language proficiency) requirement for admission to the Graduate School is 18 in speaking and 18 in writing. Dean Grasso proposed that we increase the requirement up to 20, and grant exceptions for scores as low as 19. She noted that accepting students with low TOEFL scores puts them at a disadvantage when they enter graduate
school because they’re not able to communicate effectively. Dean Grasso noted that the undergraduate requirement has been raised.

Dean Grasso explained that data shows that we are bringing in students that meet and exceed a score of 20 on the TOEFL. Dr. Harries advised that we will review data to learn how many students would not be admitted under that new requirement. Dr. Harries also mentioned that several of our peer institutions have higher TOEFLs requirements for admission.

Dean Grasso proposes that the Graduate School will present a motion to the Board in the spring to increase the TOEFL requirement to 20 as of July 1, 2016, which will affect admissions beginning with the Spring 2017 admit term. Please send comments to Dean Grasso and Dr. Harries.

IV. Graduation Approval

A motion was made to approve the awarding of graduate degrees at the December 18th Commencement Ceremony to those candidates identified by the Graduate School as having successfully completed the requirements for their respective degrees. The motion passed and the degrees were approved.

V. Information Items

a. Report from UGSA- Jessica Nash, Vice President

Ms. Nash announced that the name of UGSA is changing to Graduate Student Association (GSA) next semester. They are dropping the “U” to eliminate confusions with undergraduate organizations.

Ms. Nash announced that the UGSA award for conferences has been awarded to 5 students out of 30 applicants. The next funding cycle is open and the due date is February 15, 2016.

Ms. Nash announced that the annual Graduate Student Research Symposium is March 23, 2016. Dr. David Shaffer at the Graduate School is currently accepting nominations.

b. 3MT® update (Dean Grasso)

Dean Grasso noted that the inaugural competition at NC State was successful, with 3 winners from the College of Engineering. She noted that next year she hopes to see more students, more programs, and more colleges represented. This year’s winner will be asked to enter the regional competition, and if she cannot attend, one of the runner-ups will be asked to attend.
c. Visiting Professor (Dean Grasso)

Dean Grasso announced that Dr. Lucy Johnston will be arriving this weekend and will be at NC State beginning Monday, November 16, 2015 to discuss mentoring, as mentioned at previous Board meetings. Dean Grasso encouraged Board members to attend some of the events and to contact the Graduate School to schedule time to meet with Dr. Johnston.

d. NC Council of Graduate Schools update (Dean Grasso)

The annual meeting was held last week, hosted by Western Carolina University at Biltmore Park in Asheville, NC. NC State is hosting the 2016 annual meeting in Raleigh. Dean Grasso announced that the Graduate School will begin planning the meeting soon, and that she may reach out to the colleges to contribute presentations to the conference.

VI. Next scheduled meeting

Dean Grasso advised that the December 3 meeting is canceled because she will be out of town attending the Council of Graduate Schools’ National Meeting. The next meeting will be:

December 17, 2015
10:00-12:00
Scott Hall, room 216

Meeting adjourned at 10:26am