MINUTES
MEETING OF THE ADMINISTRATIVE BOARD OF THE GRADUATE SCHOOL
December 11, 2014


Others present: Karen Alarie, Steven Allen, Pam Carpenter, Howard Bondell, Sharlene O’Neil, Jocelyn Taliaferro, Sui-Man Raymond Ting, Ginger Yu, Xiangwu Zhang (substituting for William Oxenham)

Members absent: David Baumer, Aaron Clark, Michelle Johnson, Doug Reeves

Dean Grasso called the meeting to order at 10:04 a.m.

I. Approval of the minutes

Minutes of the November 13, 2014, meeting of the Administrative Board of the Graduate School were approved.

II. Administrative Board Action Items

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

B. Program Proposals

   a. A motion was made, seconded and passed to consider the following three College of Management Graduate Certificate proposals as a consent agenda: Operations and Supply Chain Management, Finance, and Marketing. The motion to approve all three passed.

   b. A motion was made, seconded and passed to consider the following two Department of Electrical and Computer Engineering Accelerated Bachelor’s/Master’s (ABM) additions as a consent agenda: Master of Science in Computer Networking and the Master of Science in Electric Power Systems Engineering. The motion to approve both passed.

   c. At the request of the Department of Social Work, a motion to approve a change to the curriculum to add an elective to the Master of Social Work passed.

   d. At the request of the Department of Statistics, a motion to approve a change to the curriculum for the Master of Statistics and the Master of Science in Statistics passed.

   e. A motion was made, seconded and passed with one nay to consider the following three Department of Curriculum, Instruction, and Counselor Education, Appendix F (Notification of Intent to Plan a New Distance Education Degree Program) and
Appendix G (Request for Authorization to Establish A New Distance Education Degree Program or Site) as a consent agenda: Master of Education in Clinical Mental Health Counseling, Master of Education in College Counseling and Student Development, and Master of Education in School Counseling. The motion to approve all three passed with one nay.

f. At the request of the Department of Electrical and Computer Engineering, a motion to approve Appendix F (Notification of Intent to Plan a New Distance Education Degree Program) and Appendix G (Request for Authorization to Establish A New Distance Education Degree Program or Site) for the Master of Science in Electric Power Systems Engineering passed.

C. Course Actions
   a. At the request of the Department of Architecture, a motion to approve ARC 544 – American City Planning History passed.

   b. At the request of the Department of Biological & Agricultural Engineering, a motion to approve BAE 536 – GIS Applications in Precision passed.

   c. At the request of the Department of Foreign Languages and Literatures, a motion to approve FL 508 – Second Language Acquisition Research: Interlanguage Development passed.

   d. At the request of the Department of Foreign Languages and Literatures, a motion to approve FLS 515 – History of Spanish Language passed.

   e. At the request of the Department of Psychology, a motion to approve PSY 575 – Special Topics in Psychology in the Public Interest passed.

III. Operational Items
   A. The following operational item was removed from the consent agenda to clarify what was being changed in the memo: Department of Social Work, a memo to change multiple course actions. It was discussed that the memo would be renamed for the purpose of the minutes to Minor Course Actions in Social Work as a Result of Accreditation Process. Motion passed.

   B. The following operational items were taken as a consent agenda and the motion passed: Department of Horticultural Science, a proposal to drop HS 543 – Food Production in Greenhouses and High Tunnels; Department of Molecular and Biological Sciences, a proposal to revise VMB 921 – Comparative and Developmental Anatomy; and Department of Molecular and Biological Sciences, a proposal to revise VMB 923 – Veterinary Physiology II

IV. New Business
   A. Establishment of a Grievance Committee
Dean Grasso proposed a standing Grievance Committee to board members to assist her in making final decisions on grievance cases. She would find it valuable to have different perspectives regarding complex issues.

Board members were receptive to the idea and indicated that she already has the board members as a pool to choose from. It was also strongly suggested that UGSA should identify a student advocate to serve as well. Dean Grasso will take the spring semester to learn and better understand the process.

V. Information Items
A. Update on Recent University Graduate Student Association (UGSA) Activities – David Fiala

Mr. Fiala reported the following: UGSA funded six graduate students' travel and presentation costs at academic conferences; passed a resolution on suggested GSSP implementation changes relating to the number of paid semesters and gap semesters in GSSP support; passed a resolution to standardize library hours across campuses by extending service to two am for both libraries on all school-nights; and funded multiple grants: Science Communication Conference, Scholars Practicum Symposium, and an Avent Ferry Traffic and Crosswalk Safety Survey (to be performed by NCSU graduate students in Transportation Grad Programs)

The meeting adjourned at 11:12 a.m.