

Administrative Board of the Graduate School
January 17, 2019
Winslow Hall, room 100
10:00 a.m. – 12:00 p.m.

MINUTES

Members present: Kim Allen, Steve Allen, Gary Blank, John Blondin, Jo-Ann Cohen, Deanna Dannels, John Dole, Pierre Gremaud, Peter Harries, Sharon Joines, Sam Jones, Srinivasan Krishnamurthy, Susanna Lee, Lian Lynch, Eric Money, Melissa Nosbisch, Tim Petty, Kyle Pysher, Doug Reeves, Jon Rust, Sugandha Singh, Lee Stiff

Members absent: Lisa Chapman, Fashaad Crawford, Denize Gonzales Crisp, Karen Hollebrands, Alun Lloyd, Kate Meurs, Angie Smith, Matthias Stallmann, Mike Walker

Others present: James Bartlett, Ted Shear

Dr. Harries called the meeting to order at 10:02 a.m.

I. Welcome

- a. Introductions

II. Approval of Minutes

The meetings of the November 29, 2018 meeting were approved.

III. Administrative Board Action Items

A. Program Actions

- a. At the request of the Department of Educational Leadership, Policy, and Human Development, a proposal to change the title of the Doctor of Education in Adult and Community College Education program to "Community College Leadership" (presented by Dr. James Bartlett) was approved.

Dr. Bartlett explained that a new grant provided additional funding to the program and is expected to generate more interest in the program. The curriculum is not changing, this is just a title change that is more representative of the program.

- b. At the request of the Department of Forestry and Environmental Resources, a Memorandum of Agreement for a Two-Institution Accelerated Bachelor's and Master's program with Tuskegee University for the Master of Forestry program (presented by Dr. Ted Shear) was approved.

Dr. Harries introduced that this is different from anything that we're currently doing. This is like an ABM program in that undergraduate students apply to an accelerated master's program, but it involves another institution and a bachelor's degree from that institution.

Dr. Shear explained that the master of forestry program became accredited a few years ago which has generated interest from students with undergraduate degrees in non-forestry fields. Tuskegee University offers an undergraduate degree that has numerous concentrations and partners with other universities to do 3+1 undergraduate programs. Partnership with NC State will allow their students access to a graduate degree program, which will provide much needed diversity to the forestry profession. The curriculum for the master's program is not changing. The only difference from typical ABM programs is that we are allowing more double-counting from the bachelor's degree because the master's program is 40 credits, which requires more credits than other ABM programs.

B. Course Actions

College of Design

- a. At the request of the College of Design, a proposal to create the course DDN 741—Case Study Analysis in Design (presented by Dr. Sharon Joines) was approved.
- b. At the request of the Department of Landscape Architecture, a proposal to create the course LAR 535—Environmental Social Equity and Design (presented by Dr. Sharon Joines) was approved.

Dr. Joines will ask about senior enrollment in the class to determine whether or not undergraduate students may take this class as an elective. She believes that they are able to enroll in this course.

College of Engineering

There was a motion to approve items "a" through "c" as consent agenda items. The motion passed and the items were approved.

Dr. Reeves explained that these are the 3 new courses for the recently revised Biomedical Engineering master's program. These are restricted to students in the BME master's program. Dr. Joines asked how the College of Design may participate with the courses if they are not open to other students. Dr. Reeves explains that the overlap with Design may lead to further course development in the future (perhaps BME students taking Design courses, or new courses being co-taught with Design faculty). Dr. Reeves notes that he will communicate with the department about future developments with the College of Design. Dr. Harries reminds the Board that there is always the option of receiving instructor permission to enroll in a course.

The Board discussed qualifications of faculty for the Needs Discovery course which involves observations in clinical settings. Dr. Reeves notes that there is a very strict protocol for these faculty. Dr. Reeves stated that there are specific deliverables as outlined in the syllabus. He will get more information about this course. The Board determined that this does not prevent approval of the course.

- a. At the request of the Department of Biomedical Engineering, a proposal to create the course BME 501—Biomedical Innovation and Entrepreneurship I- Needs Discovery (presented by Dr. Doug Reeves).
- b. At the request of the Department of Biomedical Engineering, a proposal to create the course BME 502—Biomedical Innovation and Engineering II- Design and Regulation (presented by Dr. Doug Reeves).
- c. At the request of the Department of Biomedical Engineering, a proposal to create the course BME 503—Biomedical Innovation and Entrepreneurship III- Product Development (presented by Dr. Doug Reeves).
- d. At the request of the Department of Mechanical and Aerospace Engineering, a proposal to create the course MAE 552—Introduction to Experimental Fluid Dynamics and Measurement Systems (presented by Dr. Doug Reeves) was approved.

College of Humanities and Social Sciences

- a. At the request of the School of Public and International Affairs, a proposal to drop the course PA 601—Effective Public Communications (presented by Dr. Deanna Dannels) was approved.

College of Sciences

- a. At the request of the College of Sciences, a proposal to create the course BSC 516—Toxics, Human Health, and the Environment (presented by Dr. John Blondin) was tabled awaiting a consultation with the Environmental Assessment graduate program.

C. Course Revisions (may be taken as consent agenda items).

There was a motion to approve items “a” and “b” as consent agenda items. The motion passed and the items were approved.

College of Agriculture and Life Sciences

- a. At the request of the Department of Crop and Soil Sciences, a proposal to edit the course CS/HS 716—Weed Biology by updating the course content (presented by Dr. Kim Allen).
- b. At the request of the Department of Horticultural Science, a proposal to edit the course HS 433/533—Public Garden Administration by making the course dual-level (presented by Dr. Kim Allen).

D. Minor Actions (usually taken as a consent agenda).

There was a motion to approve items “a” through “c” as consent agenda items. The motion passed and the items were approved.

- a. At the request of the Department of Horticultural Science, a proposal to edit the course HS 432/532—Introduction to Permaculture by updating the offered semester (presented by Dr. John Dole).
- b. At the request of the Department of Physics, a proposal to edit the course PY 501—Quantum Physics I by updating the prerequisites (presented by Dr. Pierre Gremaud).
- c. At the request of the Department of Physics, a proposal to edit the course PY 502—Quantum Physics II by updating the prerequisites (presented by Dr. Pierre Gremaud).

IV. Information Items

- a. Presentation to University Council (presented by Dr. Peter Harries).

Dr. Harries explained that he presented to the University Council at their last meeting. He explained that NC State is graduating a higher number of graduate students than previously expected. This means that graduate education has increased, but student success has also increased. He thinks this indicates that NC State is doing well and there are positive learning outcomes for our graduate students. The Graduate School wants to conduct more research on this, such as examine why doctoral

students drop out after the first year and D. Harries hopes to have more data to share in the future.

Dr. Harries also presented about the work of the professional development team, graduate student mental health, and some of the other issues facing graduate students. He also discussed changes in academic credentialing (credit for courses), and thinks that NC State needs to begin a conversation about this. He will bring this back to a future meeting and post slides for the board to review. NC State is not currently awarding credit for competencies.

- b. Report from Graduate Student Association (GSA) (presented by Ms. Sugandha Singh).

Ms. Singh stated that GSA is going to be very busy this semester.

- Spring 2019 Travel Awards are available and receiving applications.
- Workshop for GSA awards on January 2. This is a presentation about the awards available from GSA. They hope that this will also be available online on YouTube for students who cannot attend. They hope that this workshop will be an annual event. There is a new Feedback form so applicants can provide feedback and the GSA can try to improve the application process.
- Graduate Research Symposium will be later this semester. The GSA is working with Dr. David Shafer to plan this event.
- Legislative Action Day is in the planning stages. They, along with other UNC-system GSA representatives, will go to the legislature and speak with legislators. Dr. Harries advised that they need to make sure they work with Kevin Howell in planning this event. The Graduate School already has something similar in place.
- Working with Office of Global Engagement to try to understand the needs of international students.
- Student Fees Town Hall
- Graduate Issues Town Hall

- c. Report from Faculty Senate (presented by Dr. Angie Smith). No report. The below notes were added to the minutes after the meeting.

- The main focus of the last meeting was the D.H. Hill Construction and Closures. Doug Morton, Associate Vice Chancellor for Facilities, presented and shared the library renovation project scheduled for spring 2019. The architectural views were shared, the planned use of space, and timeline. It was stated multiple times that the project is truly a collaborative partnership.
- There was a discussion about paid parental leave for FMLA-eligible employees. This document is currently in a draft form.

- Dr. Carolyn Bird continues to encourage faculty to serve in Faculty Engagement in shared governance at NC State. There are many opportunities to serve and share expertise. If interested please reach out to her or your faculty senator.

V. Next scheduled meeting

January 31, 2019

10:00am-12:00pm

Winslow Hall, room 100

Meeting adjourned at 10:47 am.