

**Administrative Board of the Graduate School
January 31, 2019
Winslow Hall, room 100
10:00 a.m. – 12:00 p.m.**

MINUTES

Members present: Steve Allen, Gary Blank, John Blondin, Lisa Chapman, Jo-Ann Cohen, Fashaad Crawford, Denise Gonzales Crisp, Deanna Dannels, John Dole, Pierre Gremaud, Peter Harries, Karen Hollebrands, Sharon Joines, Srinivasan Krishnamurthy, Susanna Lee, Alun Lloyd, Lian Lynch, Kate Meurs, Melissa Nosbisch, Tim Petty, Kyle Pysher, Doug Reeves, Jon Rust, Sugandha Singh, Angela Smith, Lee Stiff

Members absent: Kim Allen, Sam Jones, Eric Money, Matthias Stallmann, Mike Walker

Others present: Stacy De Coster, Martha Jean Gathings, Dana Gulling, Raymond Ting

Dr. Harries called the meeting to order at 10:00 a.m.

I. Welcome

- a. Introductions
- b. Review of Procedures

Dr. Harries explained that this Board reviews curricular proposals but also discusses matters related to graduate education. He encourages Board members to email him and/or Ms. Nosbisch if they have topics they would like to discuss. He reminded the Board of the review procedures, that each item is reviewed by 3 Board members prior to each meeting.

Dr. Harries mentioned that with the use of the new CourseLeaf catalog, this Board will become more involved in reviewing the curricular changes for graduate programs. This review will be similar to the current CIM process for course actions. Dr. Harries mentioned the we will need the

programs to review all of the curricular requirements as we build the new catalog. There will be more information about this later.

II. Approval of Minutes

The minutes of the January 17, 2019 meeting were approved.

III. Administrative Board Action Items

A. Program Actions

- a. At the request of the School of Architecture, a proposal to update the CIP code for the Architecture graduate program (presented by Prof. Dana Gulling) was approved.

Prof. Gulling explained that the CIP code has implications for international students and a change in CIP will allow them to stay in the country longer after graduation. This change in CIP code also better reflects the program content and matches peer graduate programs.

- b. At the request of the Department of Graphic and Industrial Design, a proposal to update the CIP code for the Graphic Design graduate program (presented by Prof. Denise Gonzales Crisp) was approved.

Prof. Gonzales Crisp explains that this request reflects a shift in the definition and practice of graphic design. This change in CIP is more reflective of the current graduate program and the graduate student capabilities. She emphasized the design and development of electronic communication techniques.

Dr. Joines explained that they were asked to consult with the Communications program. They received positive feedback from the College of Humanities and Social Sciences and the Communications program, and agreed that this program is a different offering and scope than any existing graduate program. The Communications program asks for further consultation if there are any curricular changes in the future.

B. Course Actions

College of Agriculture and Life Sciences

- a. At the request of the Department of Horticultural Science, a proposal to create the course HS 420/520—Green Infrastructure (presented by Dr. John Dole) was approved.
- b. At the request of the Department of Horticultural Science, a proposal to create the course HS 476/576—Crop Physiology and Production in Controlled Environments (presented by Dr. John Dole) was approved.

College of Design

- a. At the request of the College of Design, a proposal to create the course DDN 740—Introduction to Practice-Based Design Research (presented by Dr. Sharon Joines) was approved.

College of Humanities and Social Sciences

- a. At the request of the College of Humanities and Social Sciences, the College of Natural Resources, the College of Sciences, the College of Education, and the College of Agriculture and Life Sciences, a proposal to create the graduate course prefix “PSC” for Public Science (presented by Dr. Deanna Dannels) was approved.

Dr. Dannels explained that this is a result of the Chancellor’s cluster hire in Public Science. She explained that some of the courses are already offered, but students have difficulty finding them because they are in the College of Natural Resources. This is truly an interdisciplinary program that has faculty instructors in several different colleges. The Graduate School will need to determine which AcadOrg is assigned to the course.

Dr. Harries explained that the challenge for many of these programs is the ownership of the AcadOrg. This is something that we will need to consider with these type of requests. Dr. Dannels emphasized that the proposers are open to any suggestions about the organization of the courses.

College of Natural Resources

- a. At the request of the Department of Forest Biomaterials, a proposal to create the course FB 480/580—The Sustainable Bioeconomy (presented by Dr. Gary Blank) was approved.

College of Sciences

- a. At the request of the Department of Biological Sciences, a proposal to create the course BSC 514—Studying Animal Behavior (presented by Dr. John Blondin) was approved.

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

College of Humanities and Social Sciences

- a. At the request of the Department of Foreign Languages and Literatures, a proposal to edit the course FLF 425/525—Literature, Cinema and Culture of the Francophone World by submitting the course for a GEP review (presented by Dr. Deanna Dannels) was approved.

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

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

- a. At the request of the Department of Biomedical Engineering, a proposal to edit the course BME 444/544—Orthopaedic Biomechanics by updating the spelling in the title (presented by Dr. Doug Reeves).
- b. At the request of the Department of Economics, a proposal to edit the course ECG 580—Writing in Economics by updating the prerequisites and semester offering (presented by Dr. Steve Allen).
- c. At the request of the School of Public and International Affairs, a proposal to edit the course PA 536—Management of Nonprofit Organizations by updating the title (presented by Dr. Susanna Lee).
- d. At the request of the School of Public and International Affairs, a proposal to edit the course PA 546—Seminar in Program Evaluation by updating the title (presented by Dr. Susanna Lee).

IV. Continued Business

- a. Discussion of changes to academic credentialing, courses that bear academic credit (presented by Dr. Peter Harries).

Dr. Harries explained that there may be changes to courses that carry academic credit in the future, and that changes have already occurred in other states. Some states have a uniform course numbering system for competencies. The UNC system is discussing this issue on various task forces. He explained that one of the areas that we need to start discussing is the concept of credentialing with the “credential engine,” a project by Lumina Foundation. This would develop standards for courses that make the competencies the same for the entire country.

Dr. Harries mentioned that the Graduate School uses badges to indicate non-credit bearing credentials. Several Board members mentioned that some departments or instructors allow credit by exam (direct assessment) or are developing modules that test for course competencies. This is compared with when students substitute the curricular requirements for graduate programs if feel that they have mastered the material.

The Board discussed that this new type of credentialing shifts the role of faculty; the faculty would no longer be educating, they would be awarding credit for competencies that they did not teach. The Board discussed that we should carefully consider this going forward. The Board should also

consider to employer perspective and how employers will be receptive of these new credentials.

Dr. Harries mentioned the new master of computer science program at Georgia Tech, which is an example of a MOOC that works. He suggested that maybe the credentialing topic is similar to how people feared the use of MOOCs when they first appeared in higher education.

The Board discussed the diversity in the use of micro-credentials, which varies between disciplines. Some disciplines use certificates to identify credentials, and those curricular requirements can quickly become dated. We might want to consider graduate programs that are comprised of numerous credentials (ex. Management may include Accounting and Finance).

- b. Discussion of committee for updating Graduate Course Syllabus Checklist (presented by Dr. Peter Harries).

Dr. Harries explained that there are incongruencies between our syllabus checklist and the PRR (<https://policies.ncsu.edu/regulation/reg-02-20-07/>) and asked volunteers to serve on a sub-committee and review and update the checklist. The three volunteers were Susanna Lee, John Dole, and Deanna Dannels.

V. New Business

- a. At the request of the Department of Educational Leadership, Policy, and Human Development, an extension request for Jeffrey Huckel (presented by Dr. Raymond Ting) was tabled until the advisor can attend and present the case or provide a statement in support of the extension if he cannot attend.
- b. At the request of the Department of Sociology and Anthropology, an extension request for Martha Jean Gathings (presented by Dr. Stacy De Coster) was approved.

Dr. De Coster explained that the student has completed all of the data collection and obtained IRB approval. Dr. De Coster is confident that the student will complete by the indicated timeline.

VI. Information Items

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

- The GSA funding workshop was a success. The workshop is now available online for students.
- The Graduate Student Mental health survey is being designed by a GSA subcommittee. The survey will use many of the same questions as a similar survey at UC Berkeley and GSA has obtained permission from UC Berkeley to use the questions. GSA approved money to give giftcards to students who complete the survey and want to be entered into a raffle. This does not require IRB approval because it is not being published. Information will be provided to survey participants. After the survey, GSA will consider what steps to take going forward. Board member suggestions:
 - Provide information about Pack Essentials, <https://dasa.ncsu.edu/pack-essentials/>.
 - Make resources and contact information available throughout the survey in the form of a footer.
 - Consider incorporating the suicide survey into this.
 - Underreporting is always an issue, so it is best to limit the number of surveys that are sent to students.

b. Report from Faculty Senate (presented by Dr. Angela Smith).

There have been 2 meetings of Faculty Senate so far:

- Discussion of D.H. Hill construction and its expected impact on student success. Expected completion is Fall 2020.
- Faculty elections for Faculty Senate will be in the Spring.
- Faculty Grievance Committee is seeking new members.
- Ombudsman information was distributed.
- Honorary degree nominations are now being accepted.
- Minutes are available online, <https://facultysenate.ncsu.edu/meetings-minutes/>.

c. Announcement of 2019-2020 Diversity Enhancement Recruiting Fellowships (presented by Dr. Peter Harries).

d. Announcement of 2019-2020 Graduate School Recruiting Fellowships, <https://grad.ncsu.edu/students/fellowships-and-grants/opportunities/> (presented by Dr. Peter Harries).

VII. Next scheduled meeting

February 14, 2019

10:00am-12:00pm

Winslow Hall, room 100

Meeting adjourned at 11:36 a.m.