



The Graduate School

grad.ncsu.edu

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**Administrative Board of the Graduate School
March 11, 2021**

[Zoom](#)
10:00 am

AGENDA

Members Present: Jonathan Allen, Steve Allen, John Blondin, Lisa Chapman, Deanna Dannels, John Dole, Sam Jones, Srini Krishnamurthy, John Lee, Alun Lloyd, Pamela McCauley, Eric Money, James Mulholland, Kara Peters, Eileen Taylor, Susan Tonkonogy, Kayla Anima, Fashaad Crawford, Pierre Gremaud, Peter Harries, Lian Lynch, Tim Petty, Kyle Pysher

Members Absent: Sharon Joines, Spencer Muse, Melissa Pasquinelli, Richard Gould, Kuncheng Song, Kelly Umstead

Other Attendees: Emily VanZoest, Tameka Whittaker

The meeting was called to order at 10:00 am.

I. Approval of Minutes

February 25, 2021 was approved.

II. Administrative Board Action Items

A. Course Actions

A motion was made to approve sections A at consent items. The motion was passed and the items were approved.

College of Design

- a. At the request of the department of Civil Engineering, a proposal to create the course LAR 552—Survey of Natural Hazards and Disasters *consultation(s): Dr. Robert Mera & Dr. Melissa Pasquinelli (College of Natural Resources)*

- b. At the request of the department of Civil Engineering, a proposal to create the course LAR 554—Disaster Resilient Policy, Engineering and Design
consultation(s): Dr. Robert Mera (College of Natural Resources); Dr. Tom Birkland, Dr. Christopher Galik, Dr. James Kiwanuka-Tondo (College of Humanities and Social Sciences)

College of Engineering

- c. At the request of the department of Civil Engineering, a proposal to create the course CE 550—Professional Engineering Communication
consultation(s): Dr. Huiling Ding & Dr. Deanna Dannels (College of Humanities and Social Sciences)
- d. At the request of the department of Civil Engineering, a proposal to create the course CE 566—Global Construction Engineering and Management Practices
consultation(s): Dr. James Mulholland (College of Humanities and Social Sciences), Dr. Steve Allen (Poole College of Management)
- e. At the request of the department of Nuclear Engineering, a proposal to create the course NE 765—Verification and Validation in Scientific Computing
consultation(s): Dr. John Blondin (College of Sciences)

College of Humanities and Social Sciences

- a. At the request of the department of Civil Engineering, a proposal to create the course SW 526—DSM and Clinical Conditions
consultation(s): n/a

B. Course Revisions

College of Engineering

- a. At the request of the Fitts Department of Industrial & Systems Engineering, a proposal to edit course ISE / OR 772—Stochastic Stimulation Design and Analysis was tabled for the next meeting.
consultation(s): n/a

C. Minor Actions

Poole College of Management

- a. At the request of the Department of Business Management, a proposal to edit course MBA 572—Venture Opportunity Analytics was approved.

III. Continued Business

- a. Course Consultation Discussion (presented by Dr. Pierre Gremaud)

There was a short discussion prior to the approval of course proposals regarding consultations that were done prior to the meeting. The consultation provided an expansion of the discussion beyond just the overlap with other courses but also the collaboration with other programs in the future. Dean

Harries emphasized that the expanded discussion was an ideal result of what should come from consultations. Dr. Gremaud suggested focusing first on the process and creating clear documentation at a later time. The process of calling on Associate Deans of Academic Affairs (ADAA) to help the facilitation of the consultations was understood by the ABGS members, while also bringing forward concerns about timelines and the importance of these consultations. A suggestion was made for there to be a tool to assist faculty in searching for keywords in courses across campus to see if there is overlap before it gets to the Graduate School. Though Course Inventory Management (CIM) has a dashboard search function, the capabilities are limited. There is no present solution to course keyword searching; therefore, the issue will be addressed at another time. Dr. Gremaud clarified that the Graduate School plans to use the three-week deadline that is also used by the Division of Academic and Student Affairs (DASA), and that extensions to this deadline will be granted upon request.

IV. New Business

a. ABGS Recording Request (presented by Ms. Emily VanZoest)

Ms. Emily VanZoest requested the recording of Administrative Board of the Graduate School (ABGS) meetings to aid in the efficiency of note taking for her research project. The ABGS members had no objections to being recorded.

V. Information Items

a. Report from Graduate Student Association (GSA) (presented by Ms. Emily VanZoest)

Elections for the new GSA Executive Board will be held during their next meeting, March 29, 2021, so a new GSA Representative will start attending ABGS Meetings in April. One of the main GSA concerns is whether or not there will be a survey or tracking system for which students receive the Coronavirus Disease (COVID) vaccination. Dean Harries clarified that there will not be a formal survey or track record for students, and there is also no requirement that students need to be vaccinated in order to be on campus. GSA has concerns about what reputable sources can be used to find COVID vaccination information, and Dean Harries suggested that the state website is the best source.

b. Report from Faculty Senate (presented by Dr. Eileen Taylor)

At the last faculty senate meeting, there was some discussion about the budget and some faculty requested to be considered "State Employees" so that they could be considered for raises.

VI. Next scheduled meeting

March 25, 2021

10:00 am

[Zoom](#)

The meeting was adjourned at 10:51 am.