

Administrative Board of the Graduate School
October 14, 2021
Zoom
10:00 am

AGENDA

Members Present: Jonathan Allen, Vikas Anand, John Blondin, Emiel DenHartog, John Dole, Richard Gould, Sharon Joines, Sam Jones, Tim Kraft, John Lee, Eric Money, James Mulholland, Spencer Muse, Melissa Pasquinelli, Kara Peters, Kuncheng Song, Eileen Taylor, Susan Tonkonogy, Stephen Wiley, Tamara Young, Kayla Anima, Fashaad Crawford, Pierre Gremaud, Peter Harries, Tim Petty

Members Absent: Alun Lloyd, Pamela McCauley, Kelly Umstead, Lian Lynch, Kyle Pysher

Other Attendees: Tammy Gordon, Jim Pettite

The meeting was called to order at 10:01 am.

I. Approval of Minutes

The minutes from [September 23, 2021](#) were approved.

II. Administrative Board Action Items

A. Program Actions

College of Agriculture and Life Sciences

- a. At the request of the department of Poultry Science, a proposal to update the [Poultry Science \(MS\)](#) curriculum (presented by Dr. James Pettite) was approved.

College of Humanities and Social Sciences

- a. At the request of the department of History, a proposal to update the [Public History \(PhD\)](#) curriculum (presented by Dr. Tammy Gordon) was approved.

B. Course Actions

A motion was made to approve items under section B as consent agenda. The motion was passed and the items were approved.

College of Design

- a. At the request of the department of Architecture, a proposal to create the course [ARC 682—Directed Research](#)
consultations: n/a
- b. At the request of the department of Architecture, a proposal to create the course [ARC 698—Advanced Architectural Studies Project](#)
consultations: n/a

College of Engineering

- a. At the request of the department of Biomedical Engineering, a proposal to create the course [BME 570—ImmunoEngineering](#)
*consultations: John Dole (College of Agriculture and Life Sciences);
Spencer Muse (College of Sciences)*

College of Sciences

- a. At the request of the department of Marine, Earth, and Atmospheric Science, a proposal to create the course [MEA 630—Independent Study](#)
consultations: n/a

College of Veterinary Medicine

- a. At the request of the Teaching-DoCS Department, a proposal to create the course [VMC 945—Mobile Veterinary Hospital Shelter Surgery and Medicine](#)
consultations: n/a

C. Course Revisions

A motion was made to approve items under section C as consent agenda. The motion was passed and the items were approved.

College of Agriculture and Life Sciences

- a. At the request of the department of Youth, Family, and Community Sciences, a proposal to drop course [YFCS 542—Applied Concepts in Early Childhood Development](#)

- b. At the request of the department of Youth, Family, and Community Sciences, a proposal to drop course [YFCS 559—Administration and Supervision of Youth and Family Programs](#)

D. Minor Actions

A motion was made to approve items under section D as consent agenda. The motion was passed and the items were approved.

College of Agriculture and Life Sciences

- a. At the request of the department of Poultry Science, a proposal to edit course [FM 460/560—Feed Mill Operations and Leadership](#)
- b. At the request of the department of Horticultural Science, a proposal to edit course [HS 432/532: Introduction to Premaculture](#)

College of Humanities and Social Sciences

- a. At the request of the department of English, a proposal to edit course [ENG 534—Quantitative Analysis in Sociolinguistics](#)

III. Continued Business

- a. The "[NC State University Graduate Education Rights and Responsibilities](#)" Document (presented by Dean Peter Harries)

Dean Harries turned the discussion to the ABGS, asking what the overall sense of this document is and if the board had any input on the title of the document. One of the members had questions related to its history – potentially a paragraph should be added to address this – and what is the purpose of this? Dean Harries, Dr. Eileen Taylor, Dr. Kara Peters, and Dr. Melissa Pasquinelli took part in the initiative to compose this document which ran for over a year as part of the Graduate Student Issues Task Force. The intent is to document the expectations for faculty and students to create a standard culture of inclusion and respect as well as establishing norms for graduate education across the university. This is not currently addressed in the Graduate Handbook, so this document is to frame the expectations for faculty interactions with students and encourage students and faculty to bring up issues early on. An issue regarding enforcement of the document was brought up by both the ABGS and previous committees that were presented the document. A suggestion for enforcement was to add "champions" of the document to help navigate through the interactions between students and advisors. Dean Harries agreed on this point, but pointed out that this document has yet to be shown to DGPs, which is the next step. Another member suggested that there be a section included in the document that addresses intercultural interactions that promotes diversity and respect, which is another prevalent issue here at NC State. The GSA representative emphasized that the document includes both new students and senior students, and the document is currently on hold before it is

brought to the Student Senate due to wording that needs to be revised to address engagement by students. Another member suggested that this document remain electronic and distributed to Graduate Faculty. At some point, the document will be added as a section of the Graduate School Handbook, and in doing this, these elements will be a focus during New Student Orientation. Based on the various conversations about this document, Dean Harries requested that the ABGS review the document again for a vote and further discussion about gaps that need to be filled at a later meeting.

IV. Information Items

- a. Report from Graduate Student Association (GSA) (presented by Mr. Kuncheng Song)

The GSA had a re-orientation of 250 current students that initially enrolled in Fall 2020 and that were happy to be on campus. From the GSA point of view, the document needs to be shareable to both new and senior students to rely on.

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

There was a panel at the last Faculty Senate discussing growth of Engineering and the university's plan to support the growth. The presentation of faculty excellence talked about extension across the different locations in the state and the budget that looks good. A recording of the meeting will be shared later this week with explanations on various issue discussions. There is another executive meetings this week. The changing of the words for the University Alma Mater is currently in discussion and no decision on next actions have been made.

V. Next scheduled meeting

October 28, 2021
10:00 am
Zoom

The meeting was adjourned at 10:56 am.