

Administrative Board of the Graduate School

9/8/2022

Zoom

10:00 a.m.

Minutes

Members Present: Jonathan Allen, Kim Allen, Vikas Anand, John Blondin, Echo Pan, Richard Gould, Robert Hawkins, Sharon Joines, Sam Jones, Tim Kraft, John Lee, Alun Lloyd, Eric Money, James Mulholland, Spencer Muse, Melissa Pasquinelli, Steven Shannon, Susan Tonkonogy, Tamara Young, Tamah Morant, Fashaad Crawford, Jamie Digesare, Pierre Gremaud, Peter Harries, Lian Lynch, Kyle Pysher, Alexis Lockett

Members Absent: Emiel DenHartog, Pamela McCauley, Kelly Umstead, Tim Petty

The meeting was called to order at 10:00 a.m.

I. Approval of Minutes

The minutes from [August 25, 2022](#) were approved.

II. Administrative Board Action Items

A. Program Actions

College of Education

- a. At the request of the Educational Administration and Supervision department, a proposal to update the [Educational Administration and Supervision \(EdD\)](#) program was approved. (presented by John Lee)
- b. At the request of the Educational Administration and Supervision department, a proposal to update the [Educational Leadership](#) program was approved. (presented by John Lee)

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 Agriculture and Life Sciences

- a. At the request of the Biotechnology department, a proposal to create the course [BIT 811 : Molecular Biotechnology Professional Development](#).

College of Engineering

- a. At the request of the Biotechnology department, a proposal to create the course [BME 448 / BME 548 : Functional Tissue Engineering](#).
- b. At the request of the Engineering department, a proposal to create the course [EGR 517 : Facilities Engineering Systems](#).

C. Minor Actions

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

College of College of Agriculture and Life Sciences

- a. At the request of the Poultry Science department, a proposal to edit course [PO 524 / PHY 524 : Comparative Endocrinology](#)

III. Continued Business

- a. Continued discussion on Authorship in Dissertation and Thesis. Discussed the [Kittle-Autry analysis of dissertations at NC State](#) and the [draft authorship policy](#) documents. Pierre Gremaud reviewed both documents with the committee. There was significant discussion about various components of this, including changing the tone of the document to be in line with best practices in how authorship is documented and also suggestions in approaches to streamlining it.

IV. Information Items

- a. Report from Graduate Student Association (GSA) (presented by Ms. Echo Pan)
GSA had the first all council meeting. They discussed the authorship in dissertation and thesis information from the last meeting with the GSA reps. More departments have reached out with interest in having GSA reps. If any deans have a request they should reach out to Eco Pan.
- b. Report from Faculty Senate (presented by Dr. Tamah Morant)
The new chair for the faculty senate has presented her plans for the committee. The main focus of the faculty senate will be on the university's core values and how they can support them.

V. Next scheduled meeting

September 22, 2022

10:00 a.m.

[Zoom](#)

The meeting adjourned at 11:00 a.m.