

ABGS Meetings & Agenda

Meetings

The Administrative Board is chaired by the Dean of the Graduate School and meets biweekly during the academic year.

A quorum (12 voting members) must be present to hold a meeting of the Administrative Board. If a quorum is not met, the meeting and all agenda items will be postponed until the next scheduled meeting.

Given the nine-month appointments of many faculty members, board members are expected to be available from August 1 through May 15 to review action items for the academic year, but are generally not expected to review items over the summer.

Agendas

Meeting invites will be sent to all members by the grad-curriculum@ncsu.edu email with their corresponding Zoom information for Fall 2025-Spring 2026 in the beginning of August. Agendas, minutes from previous meetings, and the documents for course actions, program actions, and information items will be emailed to all board members within the week prior to each meeting. The meeting agendas are broken down as such:

- I. Approval of Minutes
- II. Administrative Board Actions
 - A. Program Actions
 - B. Course Actions
 - C. Course Revisions
 - D. Minor Actions
- III. New Business
- IV. Continued Business
- V. Information Items
- VI. Next Scheduled Meeting

The documents will be included as a google file link in the email as well as in the description of the email invite for the meeting. You can find the links also included on the next page.

Meeting Dates & Helpful Links

Date & Time	Details	Agenda Folder
August 21, 2025; 10:00 am	Location: Winslow Hall Room: 100	Google Drive Link
September 4, 2025; 10:00 am	Location: Winslow Hall Room: 100	Google Drive Link
September 18, 2025; 10:00 am	Location: Winslow Hall Room: 100	Google Drive Link
October 9, 2025; 10:00 am	Location: Winslow Hall Room: 100	Google Drive Link
October 23, 2025; 10:00 am	Location: Winslow Hall Room: 100	Google Drive Link
November 6, 2025; 10:00 am	Location: Winslow Hall Room: 100	Google Drive Link
November 20, 2025; 10:00 am	Location: Winslow Hall Room: 100	Google Drive Link
December 4, 2025; 10:00 am	Location: The Graduate School Room: 2328	Google Drive Link
January 22, 2026; 10:00 am	Location: Winslow Hall Room: 100	Google Drive Link
February 5, 2026; 10:00 am	Location: Winslow Hall Room: 100	Google Drive Link
February 19, 2026; 10:00 am	Location: Winslow Hall Room: 100	Google Drive Link
March 5, 2026; 10:00 am	Location: Winslow Hall Room: 100	Google Drive Link
March 26, 2026; 10:00 am	Location: The Graduate School Room: 2328	Google Drive Link
April 9, 2026; 10:00 am	Location: Winslow Hall Room: 100	Google Drive Link