

AGENDA

ADMINISTRATIVE COUNCIL

October 2, 1974

3:00 p.m.

Common Market Programs

Dean Peeler

Long Range Plan Distribution

Provost Winstead

Summary of Budget Division with
President Friday and Staff

Mr. Worsley

Dean Rigney - out of the country

Dr. E. W. Glazener representing Dean Legates

Dr. William Maxwell representing Dean Dolce

Dr. Jasper D. Memory representing Dean Menius

Dr. R. D. Gilbert representing Dean Chaney

MINUTES OF THE MEETING OF THE
ADMINISTRATIVE BOARD OF THE GRADUATE SCHOOL

September 19, 1974

PRESENT: L. S. Champion, W. O. Doggett, D. M. Hanson, T. S. Elleman,
S. P. Hersh, W. A. Jackson, P. A. Miller, H. M. Nahikian,
R. J. Peeler, L. C. Saylor, R. R. Wilkinson, C. F. Zorowski,
Al Burkhardt (GSA)

ABSENT: None.

GUESTS: None.

1. Minutes of the meeting of September 5, 1974, were approved.

2. Course Action Requests

The following number change was approved.

CH 539, Colloid Chemistry, 3(2,3). Change in number from CH 441.

The following courses were dropped:

EC 632, Economic Welfare and Public Policy, 3(3,0).

EC 665, Economic Behavior of the Organization, 3(3,0).

3. Graduate Enrollment - Fall, 1974

	Fall, 1973	Fall, 1974
Agriculture and Life Sciences	556	596
Design	119	149
Education	428	437
Engineering	363	405
Forestry	63	71
Liberal Arts	204	225
Physical and Mathematical Sciences	237	236
Textiles	65	65
Sub-total	2,035	2,184
Others (GR-SP, GR-DUK, GR-CHS, GR-UN)	340	451
TOTAL	2,375	2,635

4. Special Talent Certification

The September 12, 1974, Graduate Office Memorandum concerning Special Talent Certification was read. It states that records indicate the funds for the program during the 1974-75 year have been committed. An actual account of funds expended will be made by the Business Office about November 1. The Graduate School will continue to take requests for Special Talent Certification, but departments should not make a commitment on reduced tuition rates until they have received approval from the Graduate Office.

Should funds become available for further Special Talent Certifications, it was agreed that recipients should be selected on the basis of their relative qualifications.

5. Policies and Procedures for Termination of a Graduate Program

The statement, "Policies and Procedures for Termination of a Graduate Program," will be modified to include inadequate performance on written and oral examinations as a cause for termination of a graduate program. A related point was raised concerning how many re-examinations should be permitted. This question will be discussed at the next board meeting.

6. Off-Campus Employment for Research and Teaching Assistants

A question was raised concerning whether or not the Board should formulate a regulation prohibiting off-campus employment for RA's and TA's. The consensus is that the University's obligation is to see that students do not overextend themselves to the detriment of their studies or service obligations to the University. It was not felt that a rule prohibiting off-campus employment would be helpful. Individual departments should counsel their graduate assistants with regard to their obligations to the University and the dangers of such overextension.

7. Income Tax Advisory

Copies of an Income Tax Advisory from the Council of Graduate Schools' Bulletin were distributed. The tax status of graduate assistantship stipends is once again being questioned. The University and the Graduate Student Association are looking into the matter and will report any new information that would be of assistance.

8. Undergraduate GPA's--1969 vs. 1973

The University all-school grade point average for Fall, 1969, was 2.36. The average for Fall, 1973, was 2.59.

9. Post-Baccalaureate Studies

The Post-Baccalaureate Studies program was discussed in detail. A revised statement was considered as a substitute for the previous statement on Post-Baccalaureate Studies recorded in the Administrative Board Minutes of May 23, 1974. The revised statement, which follows, was approved by the Board and has the approval of the Administration. The Post-Baccalaureate Studies program will go into effect for the spring semester, 1975, with the deletion of the previous Graduate-Special Classification. The Graduate Office and the Division of Continuing Education will communicate with faculty and students concerning new policies and procedures.

The following substitution for the "Graduate Special" statement (p. 31) of the Graduate Catalog was discussed and approved.

Post-Baccalaureate Studies (PBS)

This classification is used primarily for individuals who wish to pursue further academic work but who have not been admitted to a graduate degree program.

The following rules apply to students registered in Post-Baccalaureate Studies:

1. All must have at least a baccalaureate degree from an accredited institution of higher learning;
2. Registration is through the Division of Continuing Education and does not require the submission of transcripts. Students taking courses for letter-grade credit must have the approval of an academic advisor who will be assigned by the appropriate Department Head or Graduate Administrator. Students registering for credit-only are strongly encouraged to seek academic advisement, but it is not required for registration;
3. Students may register for course work at the 500 or 600 level in this classification (PBS) for letter grade credit (A,B,C,NC) or credit-only (S,U). Registration for letter-grade credit is limited to a total of nine semester hours. (Hours previously completed as a Graduate-Special will be included as part of the nine hours.);
4. The Post-Baccalaureate Studies classification carries no implication that students will be admitted to the Graduate School in any degree classification;
5. If the student is in due course admitted to a graduate degree program, at least one-half of his graduate program must be completed after admission to the Graduate School and approval of his Plan of Graduate Work. All course work included in the Plan of Graduate work must be approved by the advisory committee as germane to the particular program with performance at an adequate level. No more than six hours of credit-only courses may be transferred to a degree program upon the recommendation of the student's advisory committee when filing the Plan of Graduate Work;
6. Students are expected to familiarize themselves with Graduate School policies which are included in the Graduate Catalog and to seek further advice or clarification when needed.

10. Appointment of Advisory Committees

The Board agreed that the policy statement, "Appointment of Advisory Committees and Filing Plans of Work for Graduate Students," should be revised to state specifically that one of the four members of the doctoral candidate's advisory committee will be a representative from the student's minor field. This has been the understood policy and involves no change in practice.

11. Policy for Dropping Graduate Courses Not Taught in Recent Years

Copies of a list of 122 courses (40 departments) which have not been taught from the fall, 1970, through the second summer session, 1974, were distributed. After discussion the Board agreed that, in order to properly consider the legitimate course needs of the various departments,

the Graduate Office should discuss the list with the departments concerned in order to determine which courses should be dropped.

12. Master of Marine Sciences

With regard to Item 3 of the minutes of the September 5, 1974, Board meeting, the Board voted to temporarily authorize a Master of Science degree in Marine Sciences with the thesis optional. This action was taken pending further discussion by the Board concerning the University's request for authorization to offer the Master of Marine Sciences. It appears that the request for the "Master of" degree has not been approved because it is viewed as "an unnecessary proliferation of degree titles."

Drs. C. F. Zorowski, L. C. Saylor and W. A. Jackson were appointed to a committee to study the problem and report back to the Board.

13. Summer Tuition for Non-Resident Teaching Assistants

A question was raised concerning the fact that teaching assistants who are not residents of North Carolina are required to pay out-of-state tuition rates during the summer sessions even though they were certified for Special Talent during the academic year. Further information on this question will be furnished to the Board at a meeting in the near future.

14. Policy Statements

Within the next few weeks the following policy statements which have been approved by the Board will be distributed:

1. Resolution of Problems Encountered by Graduate Students.
2. Changing Advisors or Graduate Program at the Request of the Academic Advisor.
3. Appointment of Advisory Committees and Filing Plans of Work for Graduate Students.
4. Evaluation of Research Progress: The Role of the Graduate Advisory Committee (For M.S., M.A. and Doctoral students).
5. Off-campus Professional Master's Programs

15. Next Meeting

Thursday, October 3, 1974, at 10:10 a.m.
Conference Room (12), Holladay Hall

Agenda:

1. Campus review process for new program request.
2. University Research Assistantships
3. The role of the Graduate School Representative on oral examinations.

Date 10/21/74

PROVOST'S OFFICE

TO: Dr. N. N. Winstead
Mr. W. H. Simpson
Dr. Marvin H. Gehle
✓ Dr. Lawrence M. Clark
✓ Dr. Murray S. Downs
Dr. Leroy B. Martin

Bonnie Denkins
Veronica Gooch
Gloria Johnson
Leslie Shelton
Elsie Stephens
Mary Strickland

After document has been
approved/initialed, please

Return to GF

Return for filing

Please note attached
Changes for your
Calendar!

GF

NORTH CAROLINA STATE UNIVERSITY AT RALEIGH

*Gloria
noted
schedule*

OFFICE OF THE CHANCELLOR
BOX 5067 ZIP 27607
TELEPHONE: 919, 737-2191

October 15, 1974

TO: Administrative Council

✓ Provost Winstead	Dean Legates
Dean Peeler	Dean McKinney
Dean Droessler	Dean Dolce
Vice Chancellor Turner	Dean Fadum
Vice Chancellor Talley	Dean Ellwood
Vice Chancellor Wright	Dean Tilman
Vice Chancellor Pate	Dean Menius
Dean Rigney	Dean Chaney
Chairman Wilson	
Director Casey	

In fixing dates for the Administrative Council meetings during the 1975 calendar year, my memorandum dated October 11 is in error in listing May 27. The May meeting will be on Wednesday, May 28. Please make this change. Also, please add the date of September 3.

John T. Caldwell

John T. Caldwell

cc: Mr. Simpson
Mr. Berry

AGENDA

ADMINISTRATIVE COUNCIL

February 26, 1975

3:00 p.m.

The Last Meeting of Faculty Assembly	Dr. Wilson
Problem of Scheduling Classrooms	Provost
Study Related to Women	Provost
Long Range Planning	Provost
Proposal to Transfer Administrative Control of NCSU Independent Study Correspondence Courses to UNC-CH	Provost
Board of Governors Meeting on Campus Friday	Chancellor

Dr. Memory representing Dean Menius
Dr. Hamby representing Dean Chaney
Dr. Barrett representing Dean Droessler
Dr. Duffield representing Dean Ellwood

NORTH CAROLINA STATE UNIVERSITY | AT RALEIGH

SCHOOL OF EDUCATION

OFFICE OF THE DEAN
P. O. Box 5096
Zip 27607

March 3, 1976

MEMO TO: North Carolina State University Council on Teacher Education
FROM: Carl J. Dolce *CJD*
SUBJECT: Council Meeting

The final meeting of the Council for the 1975-1976 year will be held on March 18, 1976 from 12:00 noon until 2:00 p.m. in Room 532 Poe Hall. As usual, this will be a luncheon meeting. Please telephone Mrs. Evelyn Alberg at 737-2231 to indicate whether or not you will be able to attend.

The agenda will include:

1. Approval of minutes of the January 22, 1976 meeting
2. Report of the Nominating Committee
3. Election of members of the Council and election of officers
4. Status Report on the School of Education (Enclosed is a copy of remarks made to the University Courses and Curricula Committee)

CJD:fgl

Enclosure