
OTHER ACADEMIC AND ADMINISTRATIVE UNITS

Biotechnology Program

Robert M. Kelly, Director

The Biotechnology Program at NC State includes some 170 faculty representing 24 departments in the Colleges of Agriculture and Life Sciences, Engineering, Natural Resources, Physical and Mathematical Sciences, Veterinary Medicine, and Humanities and Social Sciences. The program administers minors in Biotechnology at the undergraduate, M.S., and Ph.D. levels. Research in biotechnology is multidisciplinary encompassing three main areas: molecular biology, bio-processing/bio-analytical techniques, and in-vitro cell culture. One of the unique aspects of our graduate and undergraduate Biotechnology Minors is the focus on laboratory techniques. Many curricula offer a great deal of theory about molecular biotechnology, but few allow for the level of hands-on experience that our program does. For more information about the Biotechnology Minor, please visit www.ncsu.edu/biotechnology.

Computer Training Unit

Judson Hair, Director, CPE
phone: (919) 515-8163

Since 1989, the NC State Computer Training Unit has been a leading provider for the IT training needs of the Triangle. CTU operates out of McKimmon Center, utilizing four dedicated, state-of-the-art labs. New classes are introduced on a tri-mester basis and tomorrow's technology is becoming a reality to hundreds of people today.

Whether an individual is looking for a single class to become familiarized with an operating system or is committed to eight weeks of certification training, the Computer Training Unit can address this need. The NC State Computer Training Unit strives to meet the needs of each student. With a hands-on approach to technology, quality training and career guidance are provided to each participant.

Visit the NC State Computer Training Unit website today at www.ncsu.edu/ctu for a complete course schedule and certification information.

Continuing and Professional Education

Judson Hair, Director
Chip Futrell, Associate Director
phone: (919) 515-2261
website: www.mckimmon.ncsu.edu/cpe.html

In keeping with the land-grant tradition of the university, Continuing and Professional Education offers noncredit education and training to all the people. CPE encompasses three sub-units: Office of Professional Development, The Computer Training Unit, and McKimmon Conference and Training Center, focusing on the development, facilitation, and delivery of continuing education and professional programs for business, industry, and other organizations. Intensive learning experiences include practical case studies, problem solving exercises, and presentations from campus as well as noncampus. Up-to-date computer training is also available on a variety of different levels and on a wide range of topics. Special efforts are made to meet the training needs of industry and government agencies through general as well as customized offerings. The university awards Continuing Education Units to participants in qualified programs. Continuing Education Units are part of a nationwide system that provides a uniform measure of attainment in noncredit educational programs.

Credit Programs & Summer Sessions

Bobby L. Puryear, Director
phone: (919) 515-2265
website: www.ncsu.edu/cpss

Credit Programs & Summer Sessions (CP&SS) provides access to the university's courses and programs to individuals who are unable due to time, location, and other restraints to take advantage of full-time, on-campus study.

- Individuals in the Triangle area register through CP&SS as Lifelong Education (non-degree) students on a part-time basis into day and evening classes. CP&SS promotes this opportunity to area citizens and provides advisement, registration, and referral services to registrants. Approximately six percent of the university's head count is made up of this population many of whom eventually matriculate as regular, degree-seeking students.
- CP&SS administers NC State's Summer Sessions in which over 900 classes are taught to more than 12,500 students during two five-week sessions and a ten-week session. The Summer Sessions are designed to meet the needs of NC State's own degree-seeking students as they make progress toward completing their degrees. The Summer Sessions also attract a number of summer visitors from other colleges and universities who are drawn here by the breadth and depth of the course offerings.
- CP&SS has a staff of professional advisers who assist nontraditional students in their transition into university life. Academic advising, placement testing in mathematics, test proctoring, and career assessment services are provided.

Distance Education and Learning Technology Applications (DELTA)

Thomas K. Miller III, Vice Provost for DELTA

Betty Byrum, Business Officer

Sharon Pitt, Associate Vice Provost and Director of Learning Technology Service

Rebecca Swanson, Associate Vice Provost for DE Planning & Development

Kay Zimmerman, Associate Vice Provost for Marketing & Partnership Development

The mission of Distance Education and Learning Technology Applications (DELTA) is a service unit dedicated to building a tradition of excellence in technology-mediated teaching and learning for the NC State academic community, whether at a distance or on the campus.



DELTA fosters the integration and support of learning technologies. Distance Education (DE) coordinates the university's distance-based credit programs and courses. More than 150 NC State faculty teach 250+ courses on a rotating basis, providing educational opportunities for more than 6,000 students each year. Learning Technology Service (LTS) manages the university's learning technology infrastructure, including the Wolfware and WebCT learning management systems, and the campus video classrooms. LTS also provides faculty, staff, and student training in the application of learning technologies through various programs. Marketing and Partnership Development facilitates outreach to the communities, industries, and military bases of North Carolina for our distance education programs.

For more information, please visit DELTA's website at delta.ncsu.edu.

Division of Undergraduate Academic Programs

201 Ricks Hall

NC State Box 7105

Raleigh, NC 27695-7105

website: www.ncsu.edu/undergrad_affairs

phone: (919) 515-3037

fax: (919) 515-4416

Thomas E. H. Conway, Jr. Dean

John T. Ambrose, Associate Dean

Roger A. E. Callanan, Assistant Dean

Undergraduate Academic Programs Staff: J. Ambrose, T. Appling-Biel, F. Artis, A. Atkin, M. Atkinson, J. Austin, K. Baker, D. Barnes, G. Barthalmus, A. Bell, L. Blanton, M. Bowden, K. Bowman, S. Brandt, L. Brown, B. Bukhay, S. Burnette, D. Burton, R. Callanan, P. Cellini, C. Chafin, E. Clegg, M. Crossley, J. Dockery, A. Dupont, M. Early, S. Foley, K. Franklin, J. Gottlieb, K. Hauschild, J. Hawkins-Morton, M. Hood, A. Hunt, A. Irby, V. Jenkins, B. Jereb, G. Johnson, S. Jones, J. LaMonte, B. Langston, E. Lezan, C. Leger, D. Marlowe, S. Matney, K. McCloud, R. McGraw, C. McLean, P. Moses, J. Moylan, H. Murphy, C. Newkirk-White, K. Outing, K. Powell, C. Raines, E. Reid, L. Ringland, J. Robinson, M. Rust, K. Sheridan, M. Simpson, M. Sopher, P. Steinke, M. Taliaferro, M. Tetro, M. Toms, S. Tyrance, M. Tyson, K. VanDreumel, C. Veale, K. Wallace, G. Wical, M. Wicker, L. Wilson, B. Windom

NC State University's Division of Undergraduate Academic Programs promotes excellence and effectiveness in undergraduate education. DUAP is charged with the development of a coherent vision for undergraduate education, the coordination of academic policy and curricular programming, and the strengthening of all academic support programs. DUAP seeks to engage undergraduate students in a wide range of academic activities that enhance their learning and result in more profound intellectual and civic development.

Academic Support Program for Student Athletes

200 Case Athletics Center

NC State Box 7104

Raleigh, NC 27695-7104

website: www.ncsu.edu/aspsa

phone: (919) 515-2464

fax: (919) 515-1619

Philip Moses, Director

The Academic Support Program for Student Athletes provides academic support for more than 500 undergraduate and graduate students who represent NC State in NCAA (National Collegiate Athletic Association) competition. All student athletes are provided with advising and counseling support in order to allow them to balance the rigors of academic course work with the rigors of competition at the NCAA Division I level.

Assessment

209 Ricks Hall

NC State Box 7105

Raleigh, NC 27695-7105

website: www.ncsu.edu/assessment/assess.htm

phone: (919) 515-6433

fax: (919) 515-4416

Allen Dupont, Director

Undergraduate Assessment in the Division of Undergraduate Academic Programs provides support for continuous program improvement for all academic departments serving undergraduate students by offering education and consulting regarding on-going assessment of student learning and development.



Cooperative Education Program

300 Clark Hall website: www.ncsu.edu/co-op_ed
 NC State Box 7110 phone: (919) 515-2300
 Raleigh, NC 27695-7110 fax: (919) 515-7444

Arnold Bell, Executive Director of Development & Experiential Learning

This optional program is structured so that students will alternate semesters of study with semesters of practical work as sophomores and juniors. Academic work is spread over a three-year period to permit alternating academic semesters with work-experience semesters. Students earn a salary while they are in industry, and they may earn a sufficient income to finance much of their college education. The Co-op plan can be completed in five years, during which time the student receives 12 to 18 months of industrial experience.

Students in all curricula may apply for the Co-op program if they have a grade point average of 2.25 or better. Application for admission into the Co-op program should be made early in the spring semester of the freshman year, however, later applications resulting in fewer work semesters will be considered during the sophomore year or the first semester of the junior year. Undesignated students must be admitted into a degree program prior to beginning the first Co-op assignment. Further information may be obtained from the Office of Cooperative Education, 300 Clark Hall.

First Year College

43 Tucker Hall website: www.ncsu.edu/fyc
 NC State Box 7925 phone: (919) 515-8130
 Raleigh, NC 27695-7925 fax: (919) 515-8267

Carrie McLean, Director

The First Year College at North Carolina State University provides a point of entry for students who are undecided about their choice of major, but interested in the institution’s mix of science, technology, professional, and liberal studies offerings.

The program employs a student-centered approach to the development of an effective teaching and learning environment. As part of that effort, the First Year College takes into account critical adjustments necessary for successful transition from the demands of high school to those of college. Based on a cognitive-developmental model that promotes the total university experience, the program brings into closer alignment the in-class and out-of-class experiences of students with the intellectual environment to achieve academic success through active involvement and responsibility for their own learning.



At the core of the program are elements of access to quality academic advising, formal and informal interactions with university faculty, support from academically successful upper-class students, guided exploration of the university and its colleges, structured reality-based discussions of issues associated with transition from high school to college and deliberate reflection on the cultural and social offerings available at the university. These elements are addressed through an orientation course taught each semester of the first year, specially programmed residence halls, and the FYC Village. The program is structured so that time to graduation for students entering through the First Year College is no longer than for students who enter the university directly through a major.

First Year Inquiry Program

201 Ricks Hall website: www.ncsu.edu/firstyearinquiry
 NC State Box 7105 phone: (919) 515-3037
 Raleigh, NC 27695-7105 fax: (919) 515-4416

Maxine P. Atkinson, Director

The First Year Inquiry Program (FYI) is designed specifically for first year students who will take general education courses during their first year at NC State. Each FYI course, which is designated with the “Q” suffix, fulfills a general education requirement (GER). FYI faculty, for whom teaching and student success are priorities, engage FYI students through the use of “Inquiry-guided” teaching methods. The three student-learning objectives for which the FYI program strives are sharpening of critical thinking skills, enhancing development of intellectual maturity and increasing student responsibility for his or her own learning. Students further benefit from experiencing classes with a small faculty/student ratio that fosters a closer relationship among students and professor.

Honors Program

219 Clark Hall website: www.ncsu.edu/honors
 NC State Box 8610 phone: (919) 513-4078
 Raleigh, NC 27695-8610 fax: (919) 513-4392

Larry Blanton, Director

The Honors Program prepares excellent students for admission to and success within graduate and professional schools in the United States and abroad. The program centers on NC State’s mission and institutional strengths in discovery-, inquiry- and creativity-based scholarship, (i.e., research). The Honors Program offers a series of HON seminars and workshops, including a significant capstone

North Carolina State University

research or creative experience that includes faculty guidance and focuses on the creation or expansion of new knowledge, particularly as a foundation for experiences that are conducive to post-baccalaureate education.

The Honors Program houses the Office of Undergraduate Fellowship Advising (OUFA), which makes available to all students information about major national fellowships and other scholarship and grant opportunities, helps students identify their potential for competition, works with students to enhance their writing, speaking, and interviewing skills, and provides support for the competition process.

New Student Orientation

100-B Ricks Hall Addition website: www.ncsu.edu/orientation
NC State Box 7525 phone: (919) 515-1234
Raleigh, NC 27695-7525 fax: (919) 515-5844

Roxanna McGraw, Director

New Student Orientation provides newly admitted first-year and transfer undergraduate students introductory assistance and continuing services that will aid in their transition to NC State. Our programs expose students to broad educational opportunities, academic expectations and resources, as well as social and developmental opportunities. Most importantly, we begin the process of integrating students into the life of the institution. In addition to the traditional one and two day orientation formats, New Student Orientation coordinates the Student Success Institute and Virtual Orientation Counselor Program that assists students throughout the year by educating students about university processes and resources that are pertinent to their academic success.



Transition Program

208 Language & Computer Labs website: www.ncsu.edu/transition
NC State Box 7105 phone: (919) 515-7053
Raleigh, NC 27695-7105 fax: (919) 515-4416

Frankye Artis, Director

The Transition Program is a program of support and challenge, which is designed to help students who demonstrate academic or transitional need attain academic success. Students do not apply to the Transition Program; rather, the Office of Admissions refers to the Director of the Transition Program a select set of applications from students who meet criteria for admission to North Carolina State University, but do not meet the requirements for acceptance into the first and second choice majors to which they applied. The Director reviews applications and offers a pre-determined number of students admission to the university through the Transition Program. All students admitted to the program must sign a pre-registration contract that commits them to participate in specially designed activities, both personal and academic, during their freshman year.

Undergraduate Research

202 Ricks Hall website: www.ncsu.edu/undergrad-research
NC State Box 7105 phone: (919) 513-4187
Raleigh, NC 27695-7105 fax: (919) 515-4416

George T. Barthalmus, Director

The Office of Undergraduate Research supports and promotes excellent undergraduate opportunities in discovery-, inquiry- and creativity-based scholarship through mentored research experiences with NC State faculty and other national and international scholars and professionals. Undergraduate Research is scholarly study in any discipline in which independent scholarship culminates in advancements in science, technology, engineering, business, the arts, or humanities. Undergraduates work under the mentorship of acknowledged scholars, experts and professionals. Any student chosen by a mentor may participate in undergraduate research. Students from any discipline can engage in the excitement of scholarly research. Motivated students from high schools, community colleges, and universities from North Carolina, the nation, and the world are invited to participate.

Undergraduate Tutorial Center

100-K Ricks Addition website: www.ncsu.edu/tutorial_center
NC State Box 7105 phone: (919) 515-3163
Raleigh, NC 27695-7105 fax: (919) 515-4416

Barbie Windom, Director

The Undergraduate Tutorial Center provides free academic assistance to undergraduates enrolled in 100- and 200- level (and 300-level Statistics) classes. Students can choose to meet weekly with a one-on-one assigned tutor, meet with tutors by appointment, or use available drop-in services. Supplemental Instruction (SI) leaders provide a series of weekly help sessions for students in selected large lecture classes. Writing and Speaking Tutorial Services (WSTS) provides assistance to anyone in the university community who needs help on writing or speaking assignments.

Students may become a tutor for the UTC if they have an established GPA of 3.0 or better and at least a B+ in the course(s) they wish to tutor. All new tutors are required to take ECI 210, Introduction of College Tutoring during the first semester of employment.

Virtual Advising Center (Advising Central)

205/207 Ricks Hall website: www.ncsu.edu/advising_central
 NC State Box 7105 phone: (919) 515-5594
 Raleigh, NC 27695-7105 fax: (919) 515-4416

Andrea Irby, Director

The mission of the Virtual Advising Center is to provide academic information through virtual and face-to-face cross-curricular advising for current and prospective undergraduate students, and to serve as a resource for faculty, staff and advisers regarding NC State academic policies and general advising practices. The Virtual Advising Center staff works especially with those students who are changing majors or who are transitioning from one college or university to NC State in an effort to help them find the most appropriate resources to answer their questions.

The Graduate School

R. S. Sowell, Dean
 R. C. Rufty, Associate Dean
 D. K. Larick, Associate Dean
 D. M. Shafer, Assistant Dean

The Graduate School provides instruction and facilities for advanced study and research in the fields of agriculture and life sciences, design, education, engineering, natural resources, humanities and social sciences, management, physical and mathematical sciences, textiles, and veterinary medicine.

The school is currently composed of more than 2,000 graduate faculty members within the ten colleges. Educated at major universities throughout the world and established both in advanced teaching and research, these scholars guide the university’s graduate student body of some 5,800 men and women from all areas of the United States and many other countries.

The faculty and students have available exceptional facilities including libraries, laboratories, modern equipment, and special research areas. For a list of graduate degrees offered at NC State and details on programs and admissions, consult the *Graduate Catalog*.

Information Technology Division

S. F. Averitt, Vice Provost for Information Technology
 M. A. Vouk, Associate Vice Provost and Director High Performance and Grid Computing
 R. W. Padgett, Director, Computing Services
 S. W. Klein, Director, Technology Support Services and NC State University Help Desk
 C. A. Galloway, Director, Systems
 D. V. Norris, Director, Computer Operations and Facilities
 G. W. Sparks, Director, Communications Technology – Network Operations

NC State has a tradition of offering its students a leading-edge academic computing environment. Information technology is now an important part of most aspects of NC State student life. Many NC State administrative and academic units are involved in providing online services, information, and other resources for students. Academic computing resources are provided by individual colleges and central IT units.

The Information Technology Division (ITD) designs and supports campus-wide academic computing systems and services that are available to all NC State students. These include the campus multi-gigabit network backbone, a growing wireless computing infrastructure, high-speed Internet access (ResNet) for students living in campus housing, the multi-platform (Window, Unix, Macintosh) distributed academic computing system called Unity, hundreds of software packages available for student use from computing labs, e-mail systems, the university’s central web servers, file space, classroom technology support (ClassTech), high performance and grid computing for researchers and students in computational science, and friendly Help Desk support staff available to help students and others use the resources available.

All NC State students, faculty and staff automatically receive Unity computing accounts (or Eos accounts for engineering students). Unity/Eos accounts provide access to the campus-wide academic computing environment, e-mail services, an allocation of network file space with support for personal web pages, and access to Unity computing labs, software applications, and the Internet. Unity/Eos accounts and file space can also be accessed via ResNet and off-campus Internet service providers. Instructions for logging into accounts and finding help with learning the system are provided during student orientation sessions, online, in Unity computer labs, and from the NC State University Help Desk.

All NC State students may use Unity computer labs. They are equipped with Windows, Unix, and Macintosh workstations that provide direct access to the resources of the Unity computing environment. Colleges and academic departments support additional computing facilities, and overall there are more than 80 student-computing labs on campus, with over 2500 workstations with high-speed network connections available for student use. NC State does not require all students to own computers, although specific colleges or programs may make this requirement. Information about computer recommendations, specifications, and purchasing options are published online and updated each semester.

North Carolina State University

For the most current information about NC State's computing resources, including online tutorials, student-owned computer recommendations, and acceptable use rules and regulations, see www.ncsu.edu/it/essentials. Visit the NC State University Help Desk located in Room Hillsborough Building. Check the online Help database at: help.ncsu.edu or call 515-HELP (4357), or send e-mail to help@ncsu.edu.

McKimmon Center for Extension and Continuing Education (MCE&CE)

website: www.mckimmon.ncsu.edu

Denis S. Jackson, Assistant Vice Chancellor for Extension, Engagement, and Economic Development
Alice S. Warren, Director of for Assessment, Marketing, Partnership and Program Devel. and Assoc. to the Asst. Vice Chancellor
Bobby L. Puryear, Director of Credit Programs & Summer Sessions and Special Assistant for Academic Affairs

As "an arm" of the Provost's office and Extension, Engagement, and Economic Development, the McKimmon Center for Extension and Continuing Education (MCE&CE) enhances access to the academic resources of the campus by nontraditional students and other diverse audiences. Units within MCE&CE assist in the identification of educational needs and the development of relevant programming in collaboration with the faculty, departments, colleges and external constituents; facilitate the registration and advising of individuals with respect to both credit and noncredit offerings; provide management, program support services and a state-of-the-art conference facility; and deliver technical assistance and applied research.

Specifically, the McKimmon Center for Extension and Continuing Education

- administers the Lifelong Education (LLE) student program for part time, non-degree enrollment in day and night credit courses,
- manages the university's summer sessions,
- affords opportunities for students in collaboration with the University Honors Program and Service Learning Program,
- develops and delivers noncredit continuing education programs to meet the professional development or training needs of business/industry, governmental agencies and nonprofit organizations,
- offers customized programs for diverse clients,
- stimulates interest in the development and delivery of relevant noncredit distance education offerings,
- identifies opportunities for joint initiatives and assists in measuring learning outcomes and impacts,
- provides a wide array of software-specific and certification courses for individuals and organizations,
- operates the McKimmon Conference and Training Center which is a large, flexible facility that hosts educational meetings for groups ranging in size from 5 to 1,200,
- provides opportunities for lifelong enrichment for people over the age of 50 through a robust learning-in-retirement program,
- conducts program evaluation and outcomes research, survey research, technology application and customized consulting services for federal/state/local governmental agencies and nonprofit organizations,
- performs a key role in the public schools statewide testing and accountability program,
- serves as the campus provider of Continuing Education Units (CEUs) that are earned through participation in approved noncredit courses, and
- coordinates and manages the annual Connecting-in-North Carolina (CINC) tour for faculty and key administrators to enhance the three-fold mission of our land-grant institution.

The McKimmon Conference and Training Center

Judson Hair, Director
Valerie Jones, Assistant Director, Reservations and Client Relations Department
Freddie Sinclair, Assistant Director, Physical Environment and Technical Services
phone: (919) 515-2277

The McKimmon Center provides the meeting facilities, audiovisual equipment, and support services for adult education programs. Administrative services are available to organizations that desire assistance in planning and implementing conferences, short courses and other educational activities. Catering coordination provided by the staff is beneficial to the planning and successful implementation of banquets and related functions. The center accommodates small meeting groups and large national and international conferences. There are 15 meeting rooms (which can be divided into 20 areas) that can be arranged for any type or size audience ranging from a typical conference room to an 1100-person theatre style hall. Four rooms are dedicated as Computer Training Unit teaching labs. Downlink teleconferencing and other technical services are available in a new video production room to enhance the total learning experience.

The NCSU Libraries

S. K. Nutter, Vice Provost and Director
C. D. Argentati, Assoc. Vice Provost and Donald E. Moreland Deputy Director of Libraries
K. A. Antelman, Associate Director for Information Technology
J. M. Hammer, Assistant Director for Finance and Administration
G. K. Raschke, Interim Assoc. Director for Collection Mgmt, Organization, and Preservation
W. L. Scott, Assistant Director for Organizational Design and Learning

The NCSU Libraries consists of the D. H. Hill Library and four branch libraries. The branch libraries - The Burlington Textiles Library in the College of Textiles, the Harrye B. Lyons Design Library in Brooks Hall, the Natural Resources Library in Jordan Hall, and the



Veterinary Medical Library in the College of Veterinary Medicine- serve the special needs of their respective colleges. Also affiliated with the NCSU Libraries are the Learning Resources Library in Poe Hall and the African American Cultural Center Reading Room in the Witherspoon Student Center Annex. The D. H. Hill Library operates a 24-hour schedule during the fall and spring semesters.

The NCSU Libraries hold more than 3.5 million volumes of books, bound journals, and federal government publications, over 57,000 print and electronic serials, and over 5.4 million microforms. Collections strengths are in the biological and physical sciences, engineering, agriculture, forestry, textiles, and architecture, with the arts, humanities, and social sciences also well represented. The NCSU Libraries has been a depository for U. S. government publications since 1924 and provides access to 85 percent of these publications. The library is also a partial depository for N.C. government documents.

NCSU Libraries' website is www.lib.ncsu.edu. This extensive website provides information about the Libraries' collections and services, as well as serving as a gateway to Internet resources and databases that support the university curriculum. Numerous bibliographic and full-text databases in all disciplines are also available through the Libraries' website to users both on- and off-campus. An online catalog permits rapid identification of materials in the collections of the NCSU Libraries as well as those of Duke University, UNC-Chapel Hill, and N.C. Central. An automated circulation system gives users a quick and easy way to checkout materials. Through the web-based electronic-reserve service, students can obtain course readings and other materials that supplement classroom instruction.

Digital library services include the availability, via e-mail or web, of reference assistance and interlibrary loan request forms. Resource sharing, made possible through Libraries' participation in the Triangle Research Libraries Network (TRLN), includes a delivery service for NC State students and greatly enhances the research capabilities of the NCSU Libraries. A Digital Media Laboratory in the D. H. Hill Library offers equipment and assistance for creating and converting digital images and other materials. Students may also borrow PC and Macintosh laptop computers for in-building use.

Facilities and equipment are available for both individual and group use of audiovisual media. The Libraries has a large collection of video, audio, and multimedia titles. The Libraries' Media Center is equipped with audio and video equipment in carrels designed for viewing and listening.

North Carolina Japan Center

F. A. Moyer, Director

The North Carolina Japan Center, under the Office of the Provost, works to promote better understanding and deeper relations between North Carolina and Japan to the benefit of our state. Activities include a wide range of outreach services and educational programs, including the annual "North Carolina and Japan: Trade Investment" Conference each fall, and periodical presentations on a diverse range of topics concerning Japanese culture and society. The center maintains a library of books, periodicals, and videotapes about Japan and a reference collection about study and employment opportunities in or relating to Japan. The Japan Center cooperates closely with the NC State Japanese language program (one of the largest in the Southeast) and provides study abroad scholarships for summer language study and full year exchange programs in Japan. For more information, please contact Francis A. Moyer at (919) 515-3450.

Office of Professional Development

Judson Hair, Director

Chip Futrell, Associate Director

website: www.ContinuingEducation.ncsu.edu

phone: (919) 515-2261

The Office of Professional Development (OPD) develops, promotes, and coordinates noncredit seminars, workshops, and conferences to a broad market on a wide range of topics. Program areas include: GMAT, GRE and LSAT test preparation; accounting and taxation; agriculture; communications; education; engineering; environmental; management; parks and recreation; substance abuse professional training; textiles; and general interest. Special events management services are available to help both campus and non-campus groups more efficiently and productively administer educational seminars, workshops, and conferences.

Office of Research and Graduate Studies

John Gilligan, Vice Chancellor

Steve Lommel, Assistant Vice Chancellor for Research and Development

David Winwood, Associate Vice Chancellor for Technology Development and Innovation

Matthew K. Ronning, Associate Vice Chancellor for Sponsored Programs

The Vice Chancellor for Research and Graduate Studies acts for the Chancellor and Provost in the general area of research administration for the university. The Dean of the Graduate School reports jointly to the Vice Chancellor and to the Provost. The Vice Chancellor acts as the principal liaison representative between granting agencies (federal, state, foundations, industry) and the university; assists faculty, department heads, and deans in identifying support for research programs, preparing and processing proposals, negotiating contracts, grants and cooperative agreements and developing intercollegiate and interinstitutional research programs and projects including Centennial Campus; manages the technology transfer activities of the university, administers the allocation of faculty research development funds; manages university compliance of state and federal laws, and policies; advises the Provost and Chancellor on the coordination of intercollegiate and interinstitutional research programs and facilities; and provides general information on all grant and contract activities.

University Advancement

Terry G. Wood, Vice Chancellor for University Advancement

The mission of University Advancement at NC State is to enhance the perception of and knowledge about the university through internal and external communications; to provide alumni, students, and friends with programs and services that instill loyalty and pride; to secure resources which will enhance the academic quality of the institution; to be good stewards of its endowments and advance the growth of investment at NC State; and to promote advocacy of the university. Visit the University Advancement website at www.ncsu.edu/univ_relations/univadv.html.

Advancement Services supports the operation of Alumni Relations, University Development, Public Affairs, and other units involved with the external mission of NC State by managing the donor/alumni database, conducting donor research, processing and receipting private gifts, maintaining financial records (budgets, payroll, personnel, purchasing, reimbursement, etc.), administering the corporate matching program, managing the donor prospect tracking system, providing donor stewardship, organizing stewardship/recognition activities, and staffing the needs of the NC State Foundation.

The Office of Alumni Relations engages alumni through programs and services that foster pride and enhance lifelong connections to NC State. The Alumni Association strives to connect alumni to the university and its colleges through several conduits: membership; a statewide and national network of alumni clubs; programming specific to campus constituents, special-interest groups and students; events; and an array of communication tools, including the award-winning alumni magazine. Alumni Relations offers an array of membership options and a host of benefits for alumni and students who join. It upholds campus traditions such as the official class ring and ring ceremony, Homecoming, Founders' Day, the Evening of Stars Gala to celebrate the university's most distinguished alumni, and the Faculty Awards to recognize the achievements of NC State's outstanding faculty. Alumni Relations supports the prestigious Caldwell Fellows Program and a robust Student Ambassador Program. It offers services such as alumni travel, apparel, the official NC State credit card, student loan consolidation and insurance. Students and parents are invited to visit the Alumni Relations office in the new Dorothy and Roy Park Alumni Center on the shores of Lake Raleigh on Centennial Campus. To contact the alumni office, call (919) 515-3375 or 800-627-2586. For a complete overview of programs, services and events, visit www.alumni.ncsu.edu.

University Development works with the colleges and programs at North Carolina State University to secure private financial support for priority projects and programs. This support may come from individuals (alumni, parents, students, faculty, staff, and friends), corporations, philanthropic foundations and other organizations.

University Development provides services to the colleges and programs in capital campaigns, gift planning, corporate and foundation relations and the annual fund. University Development also facilitates external and internal communication among fundraisers, and coordinates approaches to prospective donors.

The Office of Public Affairs provides research-based public relations and marketing planning and implementation for the university, assisting and supporting the efforts of individual colleges. The goal of the unit is to build long-term relationships with key publics to strengthen the university's identity and brand image.

Public Affairs includes the offices of News Services and Creative Services. News Services promotes the university's achievements via various communication efforts, news releases, and the web. Creative Services provides publications and website design as well as video production for campus units. Public Affairs also is responsible for coordinating community relations, providing marketing support for fund-raising efforts, assisting with staging special events for University Advancement and the Chancellor's Office, and working closely with the Chancellor's Office on external affairs projects.

MUSIC DEPARTMENT

Price Music Center
Campus Box 7311
Raleigh, NC 27695-7311
phone: (919) 515-2981
fax: (919) 515-4204
e-mail: jmark_scearce@ncsu.edu

J. M. Scearce, Director of Music
R. M. Foy, Associate Director of Music
Assistant Directors: J. A. Fuller, P. D. Garcia, J. C. Kramer, M. S. Lynch, R. A. Meder, J. W. Parker, P. H. Vogel, E. B. Ward

The Music Department is committed to providing broad-based educational opportunities for NC State students through a variety of musical experiences and introductory and upper-level academic courses. Departmental faculty seek to assist students in developing musical insights, musical skills, and the capacity to perceive and respond to music in its historical and cultural contexts.

Opportunities for direct student participation as performers include many choral and instrumental organizations. Membership in any ensemble is open to students with a disciplined interest in music. Auditions are scheduled during summer orientation, at the beginning of each semester, and by appointment with the conductor of the group. For further information, please call the Music Department at (919) 515-2981.

The department offers a variety of courses, most of which may be taken to fulfill specific general education requirements. Any course may be taken as a free elective. An eighteen-hour music minor is offered for qualified undergraduate students who wish to engage in the serious study of music. Emphases include history/literature, theory/composition, or performance— piano, vocal, or instrumental.

The department also serves as a cultural resource for the university community and the public at large through concerts presented by student musical organizations, music faculty, and visiting artists. Concerts are open to students and the public. (Also see Arts NC State pg 40)

Minor in Music

The Music Department offers an 18-hour minor in Music for qualified undergraduate students who wish to engage in the serious study of music within a curricular framework. This minor is designed to foster creative thought, aesthetic understanding, and artistic self-expression. Students may choose one of three emphases: Theory-Composition, History-Literature, Performance. Core courses include one music theory course and a two-semester survey of music in Western Civilization. Applications are available in Price Music Center, Room 203.

DEPARTMENT OF PHYSICAL EDUCATION

Carmichael Gymnasium, Room 2000

March L. Krotee, Professor & Head

Associate Professors: S.V. Almekinders, H.L. Brown, J.L. DeWitt, T.W. Evans, V.M. Leath, I.F. Ormond, G.W. Pollard, T.C. Roberts, J.L. Shannon, R.R. Smith; Lecturers: R.N. Bechtolt, J.R. Carroll, J.A. Kagendo-Charles, W.A. Cheek, K. Clark, D.A. Conner, T.S. Dash, P.S. Domingue, G.T. Holden, J. Horne, T.D. Jones, R.H. Kidd, M.R. Lester, K.K. Lewis, C.S. Ousley, P.N. Powers, M.S. Rever, L.E. Scott, R. Shuford, E.V. Smith, A. Tharrington, G.E. Wall, D.P. Williamson, T.C. Winslow, G.R. Youtt; Part-time Lecturers: C. Austin, J. Barker, J. Fagg, L. Gourdine, R. Harris, A. Lassiter, S.G. Sobol, M.A. Stevenson, E.C. Stoddard, H. Tatreau, M.A. Turnbull, J. Waggoner, S.M. Yates, L.A. Yeager

All North Carolina State University students are required to complete two semesters of physical education to meet the university General Education Requirement (GER). Students must take a Physical Education 100-level course in Fitness and Wellness and one additional Physical Education activity course.

Students may participate in an activity they are familiar with or choose to experience a new activity. Students with disabling conditions will be assisted by the Department of Physical Education, Student Health Service, and Disability Services for Students in choosing appropriate classes. Only “activity” courses, not elective “theory” courses, may be used to satisfy the NC State GER physical education requirement.

Minor in Fitness Leadership

The Department of Physical Education offers a 17-hour minor in Fitness Leadership. The minor is designed to prepare students for fitness leadership responsibilities. The minor provides course work in anatomy, physiology, nutrition, and biomechanical principles; prevention and treatment of athletic injuries; development and evaluation of fitness programs. The minor also provides an opportunity to apply theory into practice through a practicum. For additional information, contact Nita Horne (919) 515-6382.

Minor in Outdoor Leadership

The Department of Physical Education offers a 17-hour minor in Outdoor Leadership that is designed for undergraduate students desiring to pursue careers as outdoor leaders of adventure-based programs or for those who wish to enhance their personal development and enjoyment. Students will develop a foundation of essential leadership skills and experience through course work focusing on outdoor skills and leadership training. Students will also have an opportunity to apply theory to practice through a practicum. For additional information, contact Terry Dash (919) 515-1392 or Dr. Tommy Holden (919) 515-6869.

Minor in Coaching Education

The Department of Physical Education offers a 17-hour Minor in Coaching Education designed to prepare students to assume coaching responsibilities with a sound theoretical and practical background. The minor provides students with a foundation of essential coaching skills and concepts as well as the basic principles of coaching philosophy, sport psychology, sport management, and prevention and care of sport related injury. The practical application of sport science, physiology, and kinesiology, as well as strategies involved in coaching specific sports, are also addressed. For additional information, contact Dr. Debra Williamson, (919) 513-6384.

Minor in Health

The Department of Physical Education offers a 16-hour minor in Health which is designed for undergraduate students wishing to pursue careers in health-related professions and for students wishing to gain in-depth knowledge in various contemporary health-related topics for their personal development. The minor provides students with theories, concepts, and practical skills concerning health behavior and includes a practicum to apply theory to practice. For additional information, contact Christopher Ousley (919) 515-6868.

MILITARY SCIENCES

DEPARTMENT OF AEROSPACE STUDIES (AIR FORCE ROTC)

Colonel David Sammons, Professor of Aerospace Science

Instructors: Major Lisa Coleman, Captain Donald Land, Captain Seth Hamilton

AFROTC Program

Although students can enter the program throughout their freshman and sophomore year, the two primary means that lead to a commission in the United States Air Force (USAF) are the four-year and two-year programs.

The four-year program allows freshmen to enroll in Aerospace Studies courses in the same manner as other college courses for the first two years. Students take these courses as free electives and incur no military obligation unless they are receiving an AFROTC scholarship. These first two years are called the General Military Course (GMC).

The two-year program is available to those who do not take the first two years of Air Force ROTC. Interested students must contact the Professor of Aerospace Studies early in the first semester of their sophomore year. Accepted students will attend a five-week summer field training encampment. The last two years of AFROTC comprise the Professional Officer Course (POC).

Non-AFROTC sophomore students may compete with GMC cadets for a position in the POC and obtain a commission under the two-year program.

Students at every level have numerous opportunities to further their knowledge of the Air Force, as well as their leadership. A variety of programs during the summer allow freshmen to visit bases or participate in programs such as the US Air Force Academy Free Fall program, manned glider training, combat survival, and numerous other activities. POC students have similar opportunities, focusing primarily, however, on programs related to the cadet's desired active duty career area, both in the U.S. and abroad. Throughout the school year, cadets have opportunities to examine all aspects of life in the Air Force and gain leadership experience through Air Force base visits, flying opportunities, and social activities.

Upon graduation and satisfactory completion of the POC, the student is commissioned a second lieutenant in the USAF and is obligated to serve a minimum of four years on active duty.

All students who complete the academic program of study with a minimum of 15 hours in military studies are eligible to receive a Military Studies minor.

Financial Aid

Air Force ROTC students are encouraged to apply for scholarships for two or three years. Scholarships pay for tuition, fees, books, and provide students a stipend each month during the academic year for miscellaneous expenses. Stipends vary according to the student's year of academic enrollment in AFROTC. For example, freshmen currently receive \$250 per month, sophomores \$300 per month, juniors \$350 per month, and seniors \$400 per month. Scholarships are awarded by the Air Force based primarily on college academic achievement. All scholarships have minimum academic standards that must be maintained. Students in the GMC, other than scholarship students, receive no monetary allowance. Special scholarships are awarded to fill critically needed academic majors within the Air Force. Currently, the Electrical Engineering, Computer Engineering, and Environmental Engineering students who meet minimum grade point average and physical standards qualify for these scholarships.

Curriculum

The AFROTC educational program provides professional preparation for future Air Force officers. Courses in the first two years (GMC) focus on Air Force missions and organization, other military services, and the history of airpower. The focus in the last two years (POC) is on leadership and management and in-depth examination of national security, American defense strategy, and the methods for managing conflict. A progressive development of communicative skills, oral and written, is integrated into each course. Officership is developed through leadership laboratory, traditional military social functions, base orientation trips, and cadet-centered programs.

Eligibility

All full-time freshmen and sophomores may enroll in the GMC without obligation to the Air Force through enrollment in the AS 100 and AS 200 blocks of Aerospace Studies curriculum. To enter the POC, students must pass an Air Force Officer Qualifications Test, meet physical and academic requirements, and be selected by the Professor of Aerospace Studies and Air Force ROTC headquarters. In addition, some age restrictions apply; contact the department for more details. Students desiring to enter the four-year program simply register for the freshmen Aerospace Studies course. All students should contact the ROTC office on campus in room 133 Reynolds Coliseum, (919) 515-2417; or write to: Professor of Aerospace Studies, NC State, Box 7308, Raleigh, NC 27695-7308.

Organization

The AFROTC Corps, nicknamed “Wolfpack Warriors,” is organized as a cadet wing staffed entirely by cadets for leadership development. They are assisted and advised by the instructors. Two collateral organizations, Arnold Air Society and Honor Guard, support the wing organization as well as the university.

Uniforms

Uniforms are provided by the federal government and are only worn on the day of Leadership Laboratory or as specified by the cadet corp leadership.

View the NC State Air Force ROTC website at the following address: www.ncsu.edu/airforce_rotc.

DEPARTMENT OF MILITARY SCIENCE (ARMY ROTC)

Commander Carol Ann Redfield, Professor of Military (PMS)

Instructors: Captain Valeria Johnson, Captain Monica Sneed, Master Sergeant Andre Harris

Mission

The mission of the Army ROTC Program is to train college men and women to become commissioned officers in sufficient numbers to meet Active Army, Army Reserve and National Guard requirements.

Program of Instruction

The Army ROTC program consists of a voluntary Basic Course (freshmen and sophomore level) and a two-year Advanced Course (junior and senior level) that includes a six-week Leadership Development Assessment Course in the summer prior to the senior year. One may enter the Advanced Course without participating in the Basic Course by any of the following methods:

Simultaneous Membership Program (SMP): Members of Reserve or National Guard units may take advantage of this program and, if accepted, enroll directly into the Advanced Course. SMP participants will be assigned to a unit near NC State or home for part-time monthly officer training and will receive the ROTC Advanced Course subsistence payment of \$450 per month for Juniors and \$500 for Seniors, plus approximately \$200 per month for the one weekend of Reserve or Guard training. In addition, two weeks of Annual Training will be required for which the individual will receive full pay.

Prior Service: Service veterans are eligible for placement into the Advanced Course.

Leader’s Training Course (LTC): Successful completion of the four-week basic summer camp, held at Ft. Knox, Kentucky is an alternative to the Basic Course. Students with strong academic credentials may receive a scholarship after completing this course.

Transfer Credit: Students entering as transfer students from other institutions may receive credit for work completed at other Senior ROTC units.

Junior ROTC: Students who have participated in a Junior ROTC in high school may receive placement credit as determined by the Professor of Military Science.

Eligibility

All full-time freshmen and sophomores may enroll in any Military Science Basic Course offering without obligation to the Army. To be eligible for participation in the Advanced Course, applicants must be in good academic standing and demonstrate satisfactory performance in the Basic Course. Additionally, applicants for commissioning must be able to be commissioned by their 30th birthday. An age waiver may be obtained as long as the individual will be commissioned prior to his/her 32nd birthday. A student must have a minimum of two years remaining as a full-time student at either the undergraduate or graduate level.

Professional Military Education

There are five Professional Military Education (PME) courses which must be taken or have an approval of a waiver obtained for them. All but one content area (Military History) are automatically met by completion of the university’s General Education Distribution Requirements. PME requirements must be completed or waived prior to commissioning.

Delays for Graduate Study

Qualified ROTC graduates may delay their entry into active service in order to obtain advanced academic degrees. Fellowships for advanced academic study are available to selected ROTC graduates, allowing up to two years of graduate study while receiving full pay and allowances plus payment for tuition, all fees, textbooks, and required supplies.

Financial Aid

Army scholarships of two to four years which pay for tuition, all fees and textbooks are available on a competitive basis to students who are strongly motivated and academically qualified. Students in the Advanced Course who are preparing for commissioning

North Carolina State University

receive a subsistence allowance of \$450 per month for Juniors and \$500 per month (tax free) up to a maximum of \$4500. All Advanced Course cadets are paid approximately one-half the basic pay of a second lieutenant while attending the six-week Advanced Camp, plus travel allowances to and from camp.

Service Opportunities

Scholarship recipients may serve four years active duty upon commissioning or eight years in the United States Army Reserve or National Guard. Service consists of one weekend drill per month and two weeks annual training.

Program Features

Army ROTC classes are unique, offering instruction and a practical, working knowledge of leadership. Students are challenged early in the ROTC training to enable them to develop sound judgment, the desire to achieve, acceptance of responsibility, personal confidence, and to learn the principles of personnel management. The primary vehicle for this training during the academic year is Leadership Laboratory, where cadet officers and non-commissioned officers conduct instruction under the supervision of the Department of Military Science's faculty. The intensive summer Leadership Development Assessment Course is extremely effective in developing an individual emotionally, mentally and physically. All Army ROTC training is focused on preparing the student to meet the challenges of tomorrow's society, whether in a military or civilian career.

Distinguished Military Students

The university names outstanding Army ROTC students as Distinguished Military Graduates.

Uniforms

Uniforms for ROTC are provided by the federal government.

Departmental Offices

Our Administrative Office is located in Room 145 Reynolds Coliseum.

DEPARTMENT OF NAVAL SCIENCE (NAVAL ROTC)

Captain Calton Puryear, Professor of Naval Science

Associate Professors: Lt. Col. Russell Paulsen, Capt. Edward Sager; Instructors: Lt. Keith Reed, Lt. Clinton J. Warren, Lt. Jason Geddes, Lt. Mark F. Monturo

Mission

The purpose of the Naval Reserve Officers Training Corps is to develop midshipmen mentally, morally, and physically and to imbue them with the highest ideals of duty, honor, and loyalty in order to commission college graduates as naval officers who possess a basic professional background, are motivated toward careers in the naval service, and have a potential for future development in mind and character so as to assume the highest responsibilities of command, citizenship, and government.

4-year NROTC Program

There are basically two NROTC programs leading to a commission as a Navy or Marine Officer upon graduation: the Scholarship Program and the College Program.

Scholarship Program: The Scholarship Program leads to a commission in the Navy or Marine Corps. For students who receive a Navy/Marine Corps scholarship, the Navy will pay tuition and fees, supply uniforms, and pay \$150 per month tax-free subsistence allowance and provide a \$250 book allowance each semester to help defray the cost of normal board at the university. During the summers between school years scholarship students will receive 4-6 weeks of at-sea training conducted on ships, submarines, and aircraft of the Navy's first line force. Upon graduation and commissioning, scholarship students are obligated to serve a minimum of four years on active duty.

College Program: For those students who are interested in a commission and do not desire a scholarship, or for those who are seeking an opportunity to qualify for a scholarship after entering NC State, the College Program is available. Selection for the College Program is made from students already enrolled at NC State, with applications being accepted and considered by the staff of the NROTC unit. Students enrolled in the College Program are provided uniforms and Naval Science textbooks. College Program students compete for selection to continue NROTC in Advanced Standing at the end of their sophomore year. Selection is based on academic and demonstrated professional performance. Those selected for Advanced Standing receive \$150 per month subsistence allowance during the final two years of the program. College Program midshipmen receive a single summer training cruise between the junior and senior year. Except for administrative differences, no distinction is made between the Scholarship and College Program midshipmen. The minimum active duty commitment following graduation for a College Program Student is three years.

Students in the College Program are eligible to compete for scholarships at regular intervals. Most College Program students who have demonstrated average academic and professional performance in the unit have received scholarships.

Two-Year Programs

The Two-Year Programs offer an opportunity to participate in NROTC in the final two years of University study. Both Scholarship and College Programs exist, offering the same advantages to the student having two years of college remaining as the respective four-year programs.

Applications for this program must be completed by March 15 prior to the starting year. Upon selection, the candidate attends a six-week training course at Newport, Rhode Island, during the summer between the sophomore and junior years so that he or she may receive instruction in the Naval Science subjects normally covered in the first two years at the university. Participants in this training course receive uniforms, room and board, and officer candidate pay during the period and, upon satisfactory completion of training, enter the NROTC program as third year students. The application process can be time consuming. In order to meet the March 15 deadline, students are encouraged to contact the Department of Naval Science before December 1 of their sophomore year.

The Marine Option

A limited number of quotas are available for students who wish to enter either of NROTC programs as Marine Officer candidates. For others who may decide up on a Marine Corps commission after joining NROTC program as third year, selection for the Marine Option may be made in the sophomore year. A midshipman's status as a Marine Option will result in some modifications to the curriculum and the final summer training period.

Curriculum

Due to the increasingly advanced technologies being employed by the Navy and Marine Corps, candidates for Navy Commissions are encouraged to select academic majors in mathematics, engineering, or scientific disciplines. However, each student in the NROTC program is free to choose his or her area of major study.

The NROTC training program emphasizes academics, leadership, military organization, and physical fitness. Required Naval Science courses are fully accredited, taken for free elective credit and include Naval Orientation, Engineering, Weapons Systems, Navigation, Naval Operations, and Leadership and Management. Marine Option midshipmen substitutes Evolution of Warfare and Amphibious Warfare for selected courses. Additional University courses may be required depending upon one's major, however, all Navy option scholarship midshipmen must complete one year of calculus and physics. In addition to the courses taken for University credit, midshipmen will attend one leadership laboratory period each week.

Midshipmen Life

Academic excellence is emphasized through the NROTC program with commensurate participation in the full range of campus extra curricular activities. The NROTC unit is organized as a midshipmen battalion to facilitate leadership development. The battalion is staffed entirely by midshipmen under the supervision of staff instructors. Additionally, midshipmen have opportunities to examine all aspects of life in the Navy and Marine Corps and gain leadership experience through field trips, summer cruise, sail training, and social activities. Further information regarding application for and admission into the NC State Naval ROTC may be obtained on campus in Room 186 Reynolds Coliseum or by writing to the Professor of Naval Science, Box 7310, NC State, Raleigh, North Carolina 27695-7310 or by calling Mr. Jimmy Ledbetter at (919) 515-2757.

The Department of Military Science (Army ROTC), the Department of Aerospace Studies (Air Force ROTC), and the Department of Naval Science (Naval ROTC) are separate academic and administrative subdivisions of the institution. Students in the ROTC programs will receive free elective credit for Aerospace Studies (AS), Military Studies (MS), or Naval Science (NS) courses up to the limit of free electives in their curriculum.