ADMINISTRATIVE POLICIES AND PROCEDURES

North Carolina Agricultural and Technical State University
Greensboro, North Carolina 27411

“Global, national and local concerns for environmental problems and waste management issues present an opportunity and a challenge for the University to mobilize academic resources and capabilities for developing solutions”

- Professor Godfrey A. Uzochukwu, PhD
Introduction

The Interdisciplinary Waste Management Institute (WMI) was approved by the General Administration of the University of North Carolina in 1994. The Waste Management Institute is an interdisciplinary unit with instruction, limited research and public service functions. The WMI focuses on providing state-of-the-art and undergraduate and graduate certificate courses in Waste Management, organizes national environmental conferences, advises students who are interested in environmental and waste management careers, provides scholarships to students and helps coordinate environmental and waste management instruction, research, outreach, internships, faculty development, and student development that exists in individual departments. The Institute has the following additional responsibilities:

- Coordination of environmental and waste management instruction, research, outreach, internship, faculty development, and student development which exist in individual departments. Implementation of a certificate program in Waste Management
- Advisement of students who are interested in environmental and waste management careers
- Clearing house for the University's environmental and waste management activities
- Leading campus wide effort on sustainability education

Mission

Enhance awareness and understanding of waste problems and their management in our society

Enhance instruction, research, and outreach which are needed to improve the quality of life and protect the environment.
Organization and Administration

The director has full responsibility for administration and day to day operation of the WMI. The director is a tenured faculty in an academic department.

The following academic units are participating in the activities of the Waste Management Institute:

- Animal Science
- Agricultural Education
- Agricultural Economics
- Architectural Engineering
- Biology
- Business Administration
- Curriculum and Instruction
- Chemical Engineering
- Chemistry, Computer Science
- Civil Engineering
- Electrical Engineering, Economics
- Graphic Communications
- History
- Human Environment and Family Science
- Industrial Engineering
- Construction Management and Safety
- Mathematics
- Mechanical Engineering
- Natural Resources
- Biological Engineering
- Biomedical Engineering
- Nursing
- Political Science
- Physics, Psychology and
- Social Work

The Institute coordinates the waste management efforts of the University.

The Institute conducts its activities through faculty members and facilities of the participating departments.

As a unit of NCA&TSU, the Institute is governed by the policies of the University and is accountable to its administration.

- The director of the WMI reports to the Office of the Provost through the office of the Dean
- The director is the point of contact for the University's Waste Management Programs
- The director works closely with the offices of the Vice Chancellor for Research and Contracts and Grants; they report financial and project control data to funding agencies

Interdisciplinary WMI Courses
Interdisciplinary WMI courses are taught by faculty members in participating academic departments. The WMI is responsible for teaching capstone courses.

Interdisciplinary WMI Research Activities
Research activities are conducted in the field and laboratories of participating academic departments by faculty members and students.

Interdisciplinary WMI Outreach Activities
The WMI is responsible for environmental and waste management outreach to community groups.

Committees

Program Committee
The program committee is made up of 5-7 volunteer faculty members from schools and colleges who are interested in environmental and waste management. This committee works with the director to improve the quality of WMI programs.

Scholarship Committee
The scholarship committee screens scholarship applications and reports data to the WMI director. The committee is made up of 5 volunteer faculty members from participating academic departments who are interested in environmental and waste management.

Interdisciplinary Faculty Advisory Committee (IAC)
The Interdisciplinary Advisory Committee (IAC) consists of volunteer faculty members from participating academic departments. The purpose of this committee is to advise the director on all matters pertaining to the organization and conduct of the WMI.

External Advisory Board (EAB)
External guidance and evaluation is provided by volunteer External Advisory Board (EAB). Members of the EAB are from government, industry, community, foundations and colleges & universities.
Students must complete an application in order to receive the certificates. Students will receive the certificate at a special ceremony upon the completion of their undergraduate degree requirements. Students must reapply for WMI Certificates if they did not complete all graduation requirements.

To earn an interdisciplinary undergraduate certificate in waste management, students must complete a minimum of 18 credit hours of approved waste management/related courses including a capstone seminar, and have a minimum GPA of 2.0.

To earn an advanced interdisciplinary certificate in waste management graduate students must complete a minimum of 12 credit hours (6 hours of thesis and 6 hours of advanced environmental course work) including a capstone seminar and have a minimum GPA of 3.0.

Award of Interdisciplinary Waste Management Certificates

The procedure for the award of certificates which was endorsed by the Administrative Council of the Division of Academic Affairs are outlined below:

- Students will complete applications and submit to the WMI director by the deadline
- The WMI director will screen applications, compile a list of qualified students and forward the list to the Provost office and office of the Registrar through the Dean
- Interdisciplinary Waste Management Certificates are awarded to students on the eve of commencement at a special ceremony
- The names of students receiving certificates are listed in the commencement program