

Minutes

Commission on Graduate Studies & Policies

September 19th, 2007

3:30 pm – 5:00 pm

Graduate School, GLC, Conference Room

Present: Ms. Linsey Barker, Dr. Jim Collier, Dr. Ron Daniel, Dr. Paul Deck, Dr. Karen DePauw, Dr. François Elvinger, Dr. Joe Eska, Mr. Thomas Gorman, Dr. Eileen Hitchingham, Mr. John Kane, Dr. Kumar Mallikarjunan, Ms. Penny McCallum, Ms. Gail McMillan, Ms. Margaret Merrill, Professor Patrick Miller, Dr. Suzanne Murrmann, Dr. Glenda Scales, Dr. Cliff Shaffer, Ms. Chris Thomas

Absent with Notification: Dr. Rosary Lalik, Ms. Margo Eggeling, Mr. James Freeman, Dr. Eileen Hitchingham, Dr. Gerhardt Schurig

Invited Guests: Ms. Ennis McCrery, Dr. Brian Mihalik, Ms. Jacqueline Nottingham

Dr. Kumar Mallikarjunan, Chair, called the meeting to order. Following introductions, Dr. Mallikarjunan reviewed the commission's charge,

To study, formulate, and recommend to University Council policies and procedures concerning on and off campus graduate academic matters. Areas for consideration include: admissions, academic progress, degree requirements, commencement; registration and scheduling; curricula, courses, advising, and instruction; teaching and research; financial assistance including assistantships, scholarships, fellowships, and tuition; library resources; and other matters affecting the graduate student academic environment.

In addition, Dr. DePauw informed the commission members that she will continue to use them in an advisory capacity.

Approval of the agenda: Approved.

Approval of minutes from May 2, 2007: Approved.

Committee Reports

Dr. DePauw reviewed the responsibilities of the committees.

Graduate Curriculum Committee (GCC): Dr. Cliff Shaffer agreed to be the chair of the Graduate Curriculum Committee, as well as Vice Chair of the Commission on Graduate Studies and Policies.

Graduate Student Appeals: Ms. Linsey Barker, Dr. François Elvinger, Dr. Paul Deck, and Dr. Suzanne Murrmann agreed to serve on the Graduate Student Appeals Committee. There is a current appeal which will be reviewed by the GSA committee, and then a recommendation will be made to Dr. DePauw.

Dr. Dr. Kumar Mallikarjunan briefly described the appeal process which he led during the summer of 2007.

Graduate Student Relations: This committee membership will be determined if and when an event requires the formation of the committee.

Degree Requirement Standards Criteria and Academic Policy (DRSCAP): Professor Patrick Miller, Mr. Thomas Gorman, Ms. Margaret Merrill, Dr. Glenda Scales, and Dr. Joe Eska agreed to serve on the DRSCAP committee.

Other Reports

Graduate Student Assembly (GSA): Ms. Linsey Barker reported that the GSA has had one meeting. Over the summer, GSA [Board] hosted a lot of community building events. In late November GSA will host a social.

Dr. DePauw reported that Mr. Joe McFadden, President, GSA, and two of his colleagues are in Washington, D.C. participating in a session sponsored by graduate student associations from around the nation. The GSA has also been invited to attend a conference in November sponsored by the National Association of Graduate-Professional Students (<http://www.nagps.org/>) to talk about building graduate community. In addition, they've submitted a paper to a conference which deals with the Graduate Life Center partnership with the Graduate School.

Graduate Honor System (GHS): Mr. John Kane's appointment as the 2007-2008 Chief Justice position was ratified by the commission. Mr. Kane gave an overview of his graduate school and honor system experience. He described some of his objectives for the upcoming year, including developing procedures so that all cases, no matter the location of the student, are handled in a timely manner. Initially, Mr. Kane will be appointing a review committee to examine the current constitution. Constitutional changes are subject to a full review by university governance.

University Library Committee (ULC): No report.

University Council: Dr. Mallikarjunan is attending a commission chairs meeting next week. Dr. Shaffer, as vice-chair, will represent the commission at University Council should Dr. Mallikarjunan be unable to attend.

Old Business: None

New Business:

Dr. DePauw and Ms. Ennis McCrery, Graduate Student Ombudsperson, will be developing some sessions on ethics, mentoring, and advising.

Dr. DePauw reviewed the progress to-date in graduate education at Virginia Tech. Many of the accomplishments and projects were discussed. Due to the lack of sufficient time, the remaining items in her report will be presented at the next meeting of the Commission. The complete PowerPoint will be posted in Blackboard. The topics to be discussed at the next meeting include the following:

- Council of Graduate Schools' report entitled *Graduate Education: The Backbone of American Competitiveness & Innovation*
- Global perspective on graduate education
- Quality advising and mentoring
- Ethics and professional conduct; Responsible Conduct of Research (RCR)

- Review and approval of new & extended graduate degrees identified on the Institutional Plan for Graduate Degrees (IPGD)
- SACS accreditation documents (learning outcomes, graduate faculty, course syllabus, etc.)
- Academic program review
- Policy and procedures review including
 - Admissions classifications (continuing from last year)
 - Summer enrollment and status for graduate students
 - Part-time graduate students & policies/procedures
 - Quality assessment for graduate courses delivered on-line
 - Others

Dr. Miya Simpson, Director for Academic Review, will be invited to a future meeting to describe program review for the next seven to twelve years.

Dr. DePauw noted that Virginia Tech had reached and exceeded the target goal for PhD 2010s by the year 2007, and we need to stabilize numbers for upcoming years.

Announcements:

Dr. DePauw will use Blackboard to post commission items for meetings and discussion.

Mr. Kane alerted commission members to an upcoming e-mail, which will be sent to department heads asking for faculty panelists for the GHS. He asked commission members to encourage colleagues to participate in the honor system process.

Dr. Mihalik invited commission members and their colleagues who will be developing or evaluating proposals to refer to a course proposal template on the Graduate School website.

Adjournment: The meeting was adjourned at 5:05 pm

Respectfully submitted:

Ms. Nancy B. Feuerbach, on behalf of

Dr. Karen P. DePauw, Vice Provost for Graduate Studies and Dean of the Graduate School