

## **Minutes**

### **Commission on Graduate Studies & Policies**

**September 21, 2005**

**3:30 pm – 5:00 pm**

**206 Sandy Hall**

Present: Mr. Chris Bassler, Dr. Scott Case, Dr. Kevin Davy, Dr. Karen DePauw, Ms. Pat Donovan, Dr. François Elvinger, Professor Bill Galloway, Ms. Nicole James, Mr. Osama Marsouk, Ms. Margaret Merrill, Dr. Brian Mihalik, Dr. Muzzo Uysal for Dr. Sue Murrmann, Dr. Jerry Niles, Dr. Tom Ollendick, Dr. Don Orth, Dr. Carolyn Rude, Dr. Susan Short, Mr. Brian Whitaker

Absent with Notification: Dr. Barbara Allen, Dr. Ron Daniel, Dr. Eileen Hitchingham, Mr. Greg Lemmond, Dr. Gail McMillan, Dr. John Moore

Absent without Notification: Mr. Sumeet Bagai

Invited Guests: Ms. Nancy Feuerbach, Mr. Marvin Foushee, Mr. Jamie Kalista, Dr. Sherri Turner, Ms. Angie Webb

Approval of the agenda: Approved.

Approval of minutes from April 20, 2005: Approved.

Dr. Scott Case thanked the commission members for agreeing to serve. Members of the commission introduced themselves.

### **Committee Reports**

Graduate Curriculum Committee (GCC): No report.

Graduate Student Appeals: No report.

Graduate Student Relations: No report.

Degree Requirement Standards Criteria and Academic Policy (DRSCAP): No report.

### **Other Reports**

Graduate Student Assembly (GSA): Mr. Jamie Kalista, president of GSA, stated that he and members of GSA were looking forward to working with the commission.

Graduate Honor System (GHS): The commission ratified the nomination of Mr. Brian Whitaker.

University Library Committee (ULC): The minutes from March 15, 2005 were approved.

Dr. Karen DePauw: Dr. DePauw, Vice Provost for Graduate Studies and Dean of the Graduate School, discussed the progress, challenges, and opportunities for the upcoming year.

She asked the commission to include the following issues as action items for the upcoming year:

- Quality advising and mentoring (eAdvising and eMentoring)
- Expanded opportunities through Transformative Graduate Education (TGE) and the Graduate Life Center (GLC)
- Inclusion of Principles of Community throughout graduate education
- Review and approval of new and extended graduate degrees identified through the IPGD
- Policy and procedures review including
  - Summer enrollment and status of graduate students
  - Residency requirements for doctoral degrees
  - Grading system (incompletes, repeat courses, P/F for research hours)
  - Plans of Study changes (format, faculty committees)
  - Quality assessment for graduate courses delivered on-line
  - Withdraw and drop policies
  - Graduate Courses (4xxx, 5xxx and 5984)
  - Part-time graduate students & policies/procedures
  - Commonwealth campus status
  - Revalidation of courses

Dr. DePauw reviewed her most recent presentation to the Academic Affairs Committee and gave an update on the Graduate Life Center.

Dr. Carolyn Rude: Dr. Rude reported on the commission chairs meeting.

Filling of CGS&P standing committees: The Degree Requirements, Standards and Academic Progress Committee members are: Carolyn Rude (chair), Scott Case, Tom Ollendick, Margaret Merrill, and Nicole James.

Members of the Graduate Student Appeals Committee are: Bill Galloway, Susan Short, François Elvinger, and Brian Whitaker.

The Graduate Student Relations Committee will be staffed as tasks develop. Chris Bassler volunteered to serve on the committee as needed.

Old Business: None.

\

New Business: None.

Announcements: Dr. DePauw scheduled a meeting with department heads on Monday to talk about quality graduate education. She will relay information from this conversation to the commission.

Dr. DePauw asked commission members for input / ideas on issues to address during the upcoming academic year.

Mr. Kalista reported on a meeting with representatives from parking services to discuss GTA parking.

The first Graduate Curriculum Committee meeting will be held on September 22<sup>nd</sup>.

Dr. Davy asked about the status of the graduate faculty discussion. Dr. Case said that the DRSCAP committee will review the issue.

Dr. Case is meeting with Dr. Mike Vorster to discuss the School of Construction.

Adjournment: The meeting was adjourned at 4:45 p.m.

*Respectfully submitted:*

*Ms. Nancy B. Feuerbach, on behalf of*

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