Minutes
Commission on Graduate Studies & Policies
October 3, 2001
206 Sandy Hall

Present: Dr. Ruth Alscher, Dr. Stephen Boyle, Dr. Greg Brown, Dr. Ronald Daniel, Dr. David de Wolf, Dr. Klaus Elgert, Dr. Eileen Hitchingham, Mr. Jay Khare, Ms. Ellen Krupar, Dr. Joseph Merola, Ms. Margaret Merrill, Dr. David Moore, Dr. Kent Murrmann, Dr. John Ney, Dr. Joseph Scarpaci, Ms. Mary Schaeffer, Ms. Tracey Slotta, Mr. Greg Touchton

Absent with Notification: Dr. Roger Avery, Dr. Peter Graham, Ms. Miya Simpson, Mr. Jan van Aardt

Absent without Notice: Dr. Martha Reifsnider

Conference Call In: Ms. Patti Foutz

Invited Guests: Mr. Marvin Foushee, Mrs. Angie Webb, Ms. Angela Duncan, Ms. Nancy Feuerbach

Dr. Stephen Boyle, Chair, called the meeting to order.

Announcements: Dr. Boyle announced two new graduate student members of the commission, Ms. Theresa Kanter and Mr. Edward Boone. Dr. Boyle asked Ms. Feuerbach to send them information about the commission. Ms. Ellen Krupar introduced herself as a new member. She is replacing Dr. Annette Burr.

Approval of the agenda: Approved, with addition of two items under old business. Dr. Boyle added a discussion of (1) the vice-chair of the commission and (2) committee assignments.

Approval of minutes from September 19, 2001: Dr. Hitchingham moved that the minutes be approved. Dr. de Wolf seconded the motion. The minutes were approved.

Committee Reports

Graduate Curriculum Committee: Dr. Avery chaired the first meeting held September 27th, 2001. Ms. Duncan reported on items approved and approved with minor corrections. Departments with tabled items have been e-mailed in order to obtain the information needed.

Graduate Student Appeals: There were no appeals reported.

Graduate Student Relations: The committee has not met.

DRSCAP: Dr. Elgert reported that the committee still needed members. Ms. Slotta volunteered to fill the graduate student vacancy. Dr. Moore and Dr. Murrmann volunteered to fill the two faculty vacancies. Dr. Merola commented that he would meet with the committee to discuss issues to be dealt with during the year, and use this discussion as an opportunity to define the charges for DRSCAP. Following this discussion, the committee will report to the commission. Dr. Elgert will contact committee members via e-mail to schedule this meeting.

Other Reports
Graduate Student Assembly (GSA): No report was available. Dr. Boyle suggested that a reminder be sent to graduate student representatives so that reports would be available in the future.

Graduate Honor System (GHS): Mr. Khare reported that sixteen graduate students and six faculty members were trained to serve on the graduate honor system panels. Forty more people will be trained in the next two weeks. The existing number of trained students and faculty is one hundred, so this represents a significant increase. Dr. Khare noted that this increased number increases awareness within departments. Dr. Merola commented that it also ensures that more disciplines are represented.

University Library Committee: Dr. Hitchingham reported that the University Library Committee met on September 19th. Three issues were discussed.

(1) The library mailed a one-page handout entitled What Is It? to inform the university community about new products and services. Input was sought from committee members. The committee discussion branched out to the new library web page. The new web page is structured for one-way resources for subjects for research and services. Also, there is an alphabetical list under each of the bullets that supplies more information. Dr. Hitchingham invited comments from committee members who use the web page. Student input was also solicited in the development of the web page.

(2) The second item covered was the most recent draft of the library's strategic plan. The library's meeting minutes outline the URL for the draft in its current state. The draft covers issues of collections, services, information literacy, preservation, systems, physical and virtual spaces for the library, and staff support. It is Dr. Hitchingham's understanding that the provost will be working with the university community to mesh departmental, college, and unit strategic plans with the overall strategic plan for the university.

(3) The third area discussed was the use of photocopying machines and copy services in the library. The copy service is an auxiliary service, so it must earn its way. The library will have newer but fewer machines because the volume of copying has gone down over the last five years. Also, to cover the costs of the machines and photocopies, card photocopying will go from six cents to eight cents per copy. This is still less than University of Virginia, George Mason University, and Virginia Commonwealth University. Dr. Hitchingham stated that all across the country we are seeing a change in how people use copying as opposed to electronic resources. The library will still have a central printing facility. Dr. Hitchingham has found that most students either e-mail items to themselves or download to a disk. A comment was made that students in some departments are printing pdf files and departments are shouldering the costs.

Dr. Hitchingham stated that the university community does not have to worry about a cut-back for serials cancellations this year. Dr. Hitchingham also encouraged commission members to let the library know their needs for future planning.

Old Business: Dr. Boyle announced that there were a few openings left on committees.

Dr. Boyle reminded the commission that he had asked for volunteers for the position of vice-chair, with the proviso that this person would assume the chair position the following year. Dr. Boyle announced that Dr. Ruth Alscher volunteered to be the vice-chair for one semester. In January Dr. Alscher will be on research leave. Dr. Eaton reminded the commission that the vice-chair is also chair of the Graduate Curriculum Committee. Dr. Boyle moved that Dr. Alscher be nominated to serve as vice-chair for the rest of the semester, and assume the position of chair the following year. Dr. Moore seconded. The motion passed. Dr. Merola suggested that the search for a chair of the Graduate Curriculum Committee was an issue that could be discussed at a separate meeting. Ideas for filling the chair position could be presented at the next CGS&P meeting.
Animal Care Facilities/Commission on Research
Dr. Boyle reported that Dr. Hendricks, chair of the Commission on Research, has enthusiastically welcomed the joint participation of the CGS&P. Dr. Boyle and Dr. David Moore, former university veterinarian, are both on the upcoming meeting agenda to discuss the evaluation of animal care facilities. Dr. Boyle invited members of CGS&P to participate in the joint commission if they were interested. Dr. Boyle commented that he felt it was important that a report be submitted to the appropriate administrative individual, which would document the need for improved animal care facilities.

New Business — The letter from Dr. David de Wolf to the commission concerning resource allocations was discussed. Dr. de Wolf expressed concern that the while the graduate population is growing, the resources needed to fuel educational research goals hasn't kept pace. Dr. Merola commented that the state recognizes the need for increased resources. Dr. McNamees letter to members of the Virginia Tech faculty, dated October 1, 2001, was discussed. Dr. Boyle asked Dr. de Wolf, Dr. Alscher, Dr. Eaton and Dr. Merola to develop a resolution to present to the commission at the next meeting which would address the issue of the allocation of GTAs.

Dr. Boyle commented that sponsored programs did not have enough staff to process proposals. Dr. Merola stated that resources would be available to the research division in much the same way that resources were being made available to the graduate school.

Ms. Slotta stated that one issue discussed at the Graduate Student Assembly meeting was the loss of parking spaces originally designated for TAs. Dr. Boyle asked the Graduate Student Relations committee to investigate this and related parking issues. Dr. Boyle asked Ms. Slotta to draft a resolution, which will be given the Graduate Student Relations committee for their formal consideration.

Dr. Merola stated that the Blacksburg Transit is facing significant cutbacks. Graduate students, especially international students, will be impacted by any reduction in bus service.

Adjournment - The meeting was adjourned at 4:52 PM.

Respectfully submitted:
Joseph S. Merola, Acting Dean of the Graduate School