Minutes
Commission on Graduate Studies & Policies
October 17, 2001
206 Sandy Hall

Present: Dr. Ruth Alscher, Mr. Edward Boone, Dr. Stephen Boyle, Dr. David de Wolf, Dr. Klaus Elgert, Ms. Ellen Krupar, Ms. Margaret Merrill, Dr. Kent Murrmann, Dr. John Ney, Dr. Joseph Scarpaci, Ms. Mary Schaeffer, Ms. Miya Simpson, Ms. Tracey Slotta, Ms. Theresa Kanter, Mr. Jaan van Aardt

Absent with Notification: Dr. Greg Brown, Dr. Ronald Daniel, Dr. Peter Graham, Dr. Eileen Hitchingham, Mr. Jay Khare, Dr. Joseph Merola, Ms. Angie Webb

Absent without Notice: Dr. David M. Moore, Dr. Martha Reifsnider, Mr. Greg Touchton

Conference Call In: Ms. Patti Foutz

Invited Guests: Dr. Roger Avery, Dr. John Eaton, Mr. Marvin Foushee, Ms. Nancy Feuerbach

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

Announcements: Dr. Boyle introduced two new graduate student members of the commission, Ms. Theresa Kanter and Mr. Edward Boone.

Approval of the agenda: Approved, with two items noted in particular: (1) resource allocation and (2) joint subcommittee on animal care facilities.

Approval of minutes from October 3, 2001: The minutes were approved with two corrections: (1) Ms. Annette Burr should be Dr. Annette Burr, and Dr. Robert Avery should be Dr. Roger Avery.

Committee Reports

Graduate Curriculum Committee: Dr. Boyle reminded commission members that the vice-chair of CGS&P also serves as chair of the Graduate Curriculum Committee. Dr. Ruth Alscher, as vice-chair of CGS&P for this semester, will assume the chair responsibilities until January 2002. Dr. Avery, having acted as emergency chair, reviewed the meeting of September 27. The minutes from the September 27th meeting were approved at the October 3rd meeting of CGS&P.

Graduate Student Appeals: There were no appeals reported.

Graduate Student Relations: Dr. Boyle asked Dr. Scarpaci to serve on this committee. Dr. Scarpaci accepted. There was no report from this committee.

DRSCAP: Dr. Elgert reported that the first meeting was held on Wednesday, September 10th. The committee met with Dr. Merola to hear his charge suggestions. The committee decided that a white paper would be written which would describe how to assess a successful graduate program. Another item discussed was the drafting of guidelines on the policies and procedures for graduate certificate programs. Dr. Avery had collected a list of guidelines from the Council of Graduate Schools, and it was decided that the committee would distill these guidelines to ones applicable to Virginia Tech for presentation to the commission. Dr. Avery commented that if certification programs were to continue to grow at Virginia
Tech, it would be useful to have a structure so that people would know how to organize all aspects of the programs. Dr. Boyle commented that whatever is concluded from this investigation should improve the overall appeal of the graduate program.

**Other Reports**

**Graduate Student Assembly (GSA):** Mr. Van Aardt reported that the Graduate and Professional School Day held on September 25 was successful. Approximately eighty-five schools were represented, and about five hundred students attended. This event generates revenue for the GSA through registration fees. Mr. van Aardt reported that the Northern Virginia Center graduate students are looking into establishing a program similar to the Graduate Student Assembly. The president of GSA, Marquea King, visited the Northern Virginia Center the previous week to discuss the possibility of creating a similar organization. The Graduate Research Development Program (GRDP) is a program, which allows Ph.D. students to apply for five hundred dollars towards their studies. Awards of three hundred dollars are also available. Twenty-four of twenty-seven applicants were funded. The GSA also manages the Travel Fund Program (TFP), which assists students with travel expenses, and fifteen thousand dollars has been awarded. The graduate school awarded GSA with forty thousand dollars for the 2001-2001 for the GRDP and TFP programs.

**Graduate Honor System (GHS):** No report

**University Library Committee:** No report.

**Joint Commission on Animal Care Facilities:** Dr. Boyle reported that he and Dr. David Moore, the assistant vice-provost for research compliance, and Dr. Kaur, the new university veterinarian, attended the recent meeting of the Commission on Research. Dr. Moore delivered a report in which he systematically evaluated animal care facilities in every college and every department. He tried to point out what Virginia Tech currently has and what is needed in order to significantly improve facilities. Two primary items came out of this discussion:

1. Infrastructure support in terms of salaries for technical staff is very good when compared to other research universities. Virginia Techs animal care staff salaries are direct-cost budget items. Many of the other top thirty universities fund these salaries out of grant-related dollars. Salaries are calculated as part of the per diem cost. In the long run, Virginia Tech is not charging the real animal care cost. Monies that could be accruing to replace equipment and hire additional staff are not being generated. Virginia Tech is at a tremendous deficit in terms of flexibility when compared to other universities.

2. At other universities, monies budgeted for equipment replacement items are put into a fund that is carried over into the next budget year. At Virginia Tech, at the end of the fiscal year, there is no carry-over of dollars.

Dr. Boyle again extended an invitation to members of the commission to attend future meetings and participate in the discussions of the joint commission.

**Old Business:**

**Resource Allocation:** Dr. de Wolf reported that there is a first draft. He asked that this issue be deferred until the draft can be reviewed sufficiently, and then presented to the commission at a future date. Dr. de Wolf commented that a similar issue had been discussed in the Advisory Council for Strategic Budgeting and Planning. The provost opened up for discussion the topic of reallocation in general.
**New Business:** Dr. Eaton announced that the winner of the William Preston Thesis Award has been selected. The William Preston Society is an organization whose members are past members of the Board of Visitors and past presidents of the university. Dr. Eaton noted that this year’s winner has also been nominated for the Conference of Southern Graduate Schools masters thesis award.

Dr. Boyle announced that Dr. Eaton has offered to present a program on the ETD system on November 7th. Dr. Boyle also suggested inviting the search committee for the new dean of the graduate school to an upcoming meeting of CGS&P. He will try to schedule this as soon as possible. Dr. Merola and Dr. Boyle have been discussing ways to streamline the business meetings of CGS&P as well as subcommittee meetings.

**Adjournment:** The meeting was adjourned at 4:30.

*Respectfully submitted:*

Joseph S. Merola, Acting Dean of the Graduate School