Minutes  
Commission on Graduate Studies & Policies  
February 19, 2003  
3:30 PM — 4:30PM  
206 Sandy Hall  

Present:  Dr. Stephen Boyle, Dr. Karen DePauw, Dr. David de Wolf, Dr. Klaus Elgert, Dr. Ruth Grene,  
Dr. Eileen Hitchingham, Dr. Rakesh Kapania, Ms. Megan Madden, Ms. Margaret Merrill, Dr.  
Mehdi Setareh, Ms. Miya Simpson, Dr. Brenda Winkel  

Absent with Notification:  Mr. Nick Amico, Dr. Ron Daniel, Mr. Brian Johnson, Dr. Kent Murrmann, Dr.  
John Ney, Mr. Anthony Scardina, Ms. Mary Schaeffer  

Absent without Notice:  Mr. Murali Krishnan Gunasekaran, Dr. David M. Moore  

Invited Guests:  Dr. Roger Avery, Mr. Marvin Foushee, Ms. Nancy Feuerbach, Ms. Angie Webb  

Conference Call In: Ms. Laura Fornash  

Dr. Ruth Grene called the meeting to order.  Dr. Grene introduced Ms. Laura Fornash.  Ms Fornash is the  extended campus representative who has been invited to fill the position left vacant by Ms. Patti Foutz.  

Approval of the agenda:  Approved.  

Approval of minutes from February 5, 2003:  Approved.  

Committee Reports  

Graduate Curriculum Committee:  Minutes from February 13, 2003 were approved.  In order to clarify  the tabled items, which are part of the proposed bioinformatics curriculum, Dr. Grene will attend the next  Graduate Curriculum meeting.  Dr. Avery commented that, for new programs, it was routine to invite  someone from the program to attend the GCC meeting.  

Graduate Student Appeals:  Dr. David de Wolf reported that an appeal is ongoing.  The commission  accepted the report.  

Graduate Student Relations:  Dr. Grene invited Ms. Fornash to fill the position vacated by Ms. Foutz on  the Graduate Student Relations committee.  Ms. Fornash accepted.  

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

Other Reports  

Graduate Student Assembly (GSA):  No report.  

Graduate Honor System (GHS):  No report.  

University Library Committee:  The report, submitted electronically, was approved.  Dr. Eileen  Hitchingham reviewed the LibQUAL results for 2002, which were presented at the January 28 University  Library Committee meeting.  Respondents to the survey rated the library higher than other research  libraries.  Dr. Hitchingham reported that reported usage of the library was less than at other research  universities.  She suggested that this might be something to address in future curriculum planning.  Ms.  Margaret Merrill recommended more interaction between staff/department librarians and faculty advisors.
She encouraged multiple points of contact with students to educate them on the range of resources available through the university library, as well as how to best use the resources. Orientation and Graduate Education Week were given as examples of well-publicized and regularly scheduled events that could incorporate information sessions for students. Dr. Brenda Winkel suggested that Virginia Tech get a site license for EndNote.

Old Business: None

New Business: None

Announcements: None

The meeting was adjourned at 4:06 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