

Minutes
Commission on Graduate Studies & Policies
February 4, 2004
3:30 pm — 4:30 pm
206 Sandy Hall

Present: Dr. Stephen Boyle, Dr. Scott Case, Dr. Don Creamer, Dr. Karen DePauw, Dr. Klaus Elgert, Dr. Eileen Hitchingham, Dr. Rakesh Kapania, Mr. Greg Lemmond, Ms. Meagan Elwood Madden, Dr. Julia McCann for Dr. Sharron Quisenberry, Ms. Margaret Merrill, Dr. Kent Murrmann, Dr. John Ney, Ms. Tina Peterson, Ms. Yvette Quintela, Dr. Dvadjad Salehi, Ms. Mary Schaeffer, Dr. Sherri Turner

Absent with Notification: Dr. Ron Daniel, Ms. Laura Fornash, Dr. Jerry Gibson, Mr. Terrell Strayhorn

Absent without Notice: Dr. Mehdi Setareh

Conference call in: Professor Ron Kagawa

Invited Guests: Dr. Robin Andrews, Dr. Roger Avery, Ms. Nancy Feuerbach, Mr. Marvin Foushee, Dr. Bob Jones, Dr. Nan Seamans, Dr. Ann Stevens, Ms. Angie Webb,

Approval of the agenda: Approved, with addition of the item, OTD vita requirement

Approval of minutes from January 21, 2004: Approved, with one correction, Professor Ron Kagawa will replace Dr. Ron Kagawa.

Dr. Bob Jones answered reviewed the request from the biology department to reduce the current required 27 graduate credit hours to 22 credit hours. Following discussion, the commission recommended that the dean of the graduate school approve this request.

Dr. Nan Seamans, the director of university library instruction, reference, and outreach, presented the recommendations of the Sub-Committee on Information Literacy Programs for Graduate Students. The committee members were Stephen Boyle, Thomas Toth, Jim Wolf, Miya Simpson, Deborah Cook and Ed Henneke. Vicki Kok and Margaret Merrill were consultants to the committee.

The committee was formed in response Dr. Eileen Hitchingham's February 2003 library report to the commission. In this report, Dr. Hitchingham alerted the commission to the fact that graduate students did not make full use of the library's resources. Dr. Seamans reviewed what the committee identified as upper-level information skills needed by graduate students. In some cases, the committee felt that the colleges could identify students who needed to build their skill-sets. In other cases, departments would be in a better position to identify specifically what skill sets their students needed. Ultimately, the committee wanted to develop a menu from which colleges and departments could choose. Following discussion, the commission approved the report from the sub-committee and asked that they draft a resolution for the commission's consideration.

Committee Reports

Graduate Curriculum Committee (GCC): The commission voted to approve the GCC minutes from January 22, 2004.

Graduate Student Appeals: No report.

Graduate Student Relations: Ms. Margaret Merrill reported that the rights and responsibilities document has been revised and will be presented to the faculty senate.

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

Other Reports

Graduate Student Assembly (GSA): Ms. Tina Peterson reported on the January 29th GSA meeting. Items discussed at the meeting included engineering's supercomputer, upcoming dates and deadlines, the evaluation of the progress of graduate students, graduate certificates, the rights and responsibilities document, and the new BOV representative search. Ms. Peterson announced that the Dialogue with the Dean was scheduled for 5:00 p.m. [following the CGS&P meeting]

Graduate Honor System (GHS): No report.

University Library Committee (ULC): No report.

Old Business: Dr. DePauw reported that the Council of Graduate Schools uses the possessive apostrophe when referring to a Master's degree. Virginia Tech also uses the possessive apostrophe.

New Business: Following discussion, the commission agreed to discontinue the ETD vita submission requirement. Submission of a vita will be an option available to graduate students, but not a requirement.

Announcements: None

Adjournment: The meeting was adjourned at 4:32 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