

## **Minutes**

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

**March 2, 2005**

**3:30 pm – 5:00 pm**

**206 Sandy Hall**

Present: Dr. Scott Case, Dr. Ron Daniel, Dr. Kevin Davy, Dr. Karen DePauw, Dr. Klaus Elgert, Professor Bill Galloway, Ms. Lauren Good, Dr. Eileen Hitchingham, Mr. Greg Lemmond, Ms. Margaret Merrill, Dr. Sue Murrmann, Dr. Jerry Niles, Dr. Tom Ollendick, Ms. Yvette Quintela, Dr. Carolyn Rude, Ms. Chris Thomas

Absent with Notification: Mr. Chris Bassler, Dr. François Elvinger, Professor Ron Kagawa, Dr. Rakesh Kapania, Dr. John Moore, Dr. Susan Short

Absent without Notification: Dr. Don Orth, Mr. Terrell Strayhorn

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

Approval of the agenda: Approved.

Approval of minutes from February 16, 2005: Approved.

## **Committee Reports**

Graduate Curriculum Committee (GCC): The minutes from February 24 were approved. Dr. Avery noted that another dual masters degree program was approved, the Master of Public Administration/Urban and Regional Planning. There were also two department name changes. Dr. Avery observed that the departments often changed names in order to better reflect new degree names, e.g., the Department of Biology becomes the Department of Biological Sciences. The MS and PhD degrees offered are also in “biological sciences”.

Graduate Student Appeals: No report.

Graduate Student Relations: No report.

Degree Requirement Standards Criteria and Academic Policy (DRSCAP): The commission approved a change to Policy memo 230 [Awarding of the Graduate Certificate].

### **PROPOSED REVISION**

Be it further resolved that proposals to offer graduate certificates should include the following:

1. Rationale and need for graduate certificate. Target population to be served.
2. Identification of admission requirements. Graduate certificate programs must have admission standards that are similar to related graduate degree programs.
3. Identification of course requirements. Graduate certificate programs must use approved graduate coursework. At least two-thirds, including all core courses, must be graded on an A-F basis. Graduate certificate requirements must include a minimum of 9 Virginia Tech graduate course hours. A maximum of 33% of the course credits may be at the 4000 level.
4. Identification of members of the faculty associated with the graduate certificate program.

## Other Reports

Graduate Student Assembly (GSA): Ms. Yvette Quintela reviewed Thursday's GSA meeting. The upcoming Research Symposium, elections, and principles of community were discussed at the meeting. Ms. Quintela is president of a new Virginia Tech graduate student honor society, Alpha Epsilon Lambda. Initiation is scheduled during Graduate Education Week. To be considered for membership, a student must have a 3.65 (minimum) GPA, and demonstrated campus leadership within the graduate community. Dr. DePauw will serve as the faculty advisor.

Graduate Honor System (GHS): Mr. Greg Lemmond reported that two graduate students have agreed to serve as investigators. Mr. Lemmond asked the commission for suggestions on identifying individuals who could serve as chief justice. Suggestions included college/department visits with graduate student organizations, meeting with associate deans, and recruiting students who have already indicated an interest in campus leadership positions.

University Library Committee (ULC): No report.

Old Business: Dr. Elgert announced that Dr. Sedki Riad would be a guest at the March 16 meeting.

New Business: None

Adjournment: The meeting was adjourned at 4:06 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*