

Minutes

Commission on Graduate Studies & Policies

April 6, 2005

3:30 pm – 5:00 pm

206 Sandy Hall

Present: Mr. Chris Bassler, Dr. Scott Case, Dr. Karen DePauw, Dr. Klaus Elgert, Professor Bill Galloway, Mr. Greg Lemmond, Dr. Sue Murrmann, Dr. Jerry Niles, Dr. Tom Ollendick, Dr. Carolyn Rude, Dr. Susan Short, Ms. Chris Thomas

Absent with Notification: Dr. Ron Daniel, Dr. Kevin Davy, Dr. François Elvinger, Ms. Lauren Good, Dr. Eileen Hitchingham, Dr. Rakesh Kapania, Ms. Margaret Merrill, Dr. John Moore, Mr. Terrell Strayhorn

Absent without Notification: Dr. Don Orth, Ms. Yvette Quintela

Invited Guests: Dr. Roger Avery, Ms. Nancy Feuerbach, Mr. Marvin Foushee, Dr. F. M. Anne McNabb, Mr. Fain Rutherford, Mr. David Travis, Dr. Sherri Turner, Ms. Angie Webb

Approval of the agenda: Approved.

Approval of minutes from March 16, 2005: Approved.

Committee Reports

Graduate Curriculum Committee (GCC): The minutes from March 24, 2005 were approved. Dr. Avery distributed a list of courses that have not been taught since fall 2000; inquiries should be directed to Ms. Angela Duncan.

Graduate Student Appeals: No report.

Graduate Student Relations: No report.

Degree Requirement Standards Criteria and Academic Policy (DRSCAP): The committee will meet following the commission meeting and report at the April 20 meeting.

Other Reports

Graduate Student Assembly (GSA): At its last meeting, the GSA held elections for officers and discussed the discrimination / harassment policy recommendations.

Graduate Honor System (GHS): No report.

University Library Committee (ULC): Dr. Elgert reported that the library membership resolution had a first reading at the University Council meeting.

Old Business:

Dr. Elgert reviewed Dr. Riad's reply which satisfactorily addressed all of the commission's concerns about the VT-MENA proposal including a description of the role of the major advisor; bi-annual assessment (once a semester) program review; financial safeguards; description of the management and supervision team; availability of library resources. An electronic copy of the reply was distributed to commission members prior to this meeting.

Dr. Elgert contacted Dr. Tarun Sen to request an update on the MIT-India program. Dr. Sen will forward information to the commission and /or may present the information at an upcoming meeting.

New Business:

Dr. Elgert reminded the commission that a new vice-chair must be appointed for next year. Dr. DePauw also encouraged the commission to find chairs for the curriculum and DRSCAP committees. Dr. Elgert volunteered to chair the curriculum committee.

Institutional Plan for Graduate Degrees: Dr. Karen DePauw reviewed the (working draft) handout, “05-06 Institutional Plan for Graduate Degrees (IPGD), Programs approved for development” and the process for approval. Departments can develop new programs if their program is on the “pre-approved list”. Degrees on this list must be implemented by fall 2008.

Non discrimination / sexual harassment policy: Dr. Karen DePauw introduced Mr. Fain Rutherford, Assistant Director and Mr. David Travis, Interim Director, of the Office of Equal Opportunity. Mr. Rutherford and Mr. Travis presented a draft of the non discrimination / sexual harassment policy approved by the Commission on Equal Opportunity and Diversity. The language concerning graduate students has been changed to incorporate Dr. DePauw’s suggestions, in particular, language that defined graduate students (and staff and undergraduates) as faculty. Dr. DePauw suggested that information on the policy can be distributed at orientation for new graduate students. Mr. Rutherford and Mr. Travis will bring the commission’s concerns and recommendations to the Commission on Equal Opportunity and Diversity. Dr. DePauw recommended that a member of CGS&P be appointed to the Commission on Equal Opportunity and Diversity.

Graduate Program Review: Dr. Turner gave a progress report on the development of a program review process for Virginia Tech. A working document, “Format and Procedures for Review of Existing Graduate Degree Programs” was distributed. Dr. Turner reviewed the (1) purpose, (2) importance, (3) conduct [of program review] (4) reports.

Announcements: None.

Adjournment: The meeting was adjourned at 5:09 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