

## MINUTES

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

**March 15, 2017**

**3:30 pm – 5:00 pm**

**Graduate School Conference Room**

**Present:** Dr. Karen DePauw (ex officio), Dr. Sally Paulson (Chair), Dr. Lujean Baab, Dr. Rajesh Bagchi, Dr. Sudip Bhattacharjee, Dr. Nancy Bodenhorn, Dr. Kevin Edgar, Dr. Charlene Eska, Dr. Lesa Hanlin, Dr. Rachel Holloway (ex officio), Dr. William Huckle, Ms. Alex Hyler, Mr. Timothy Kinoshita, Dr. Kathy Lu, Ms. Gail McMillan (for Dr. Zhiwu Xie), Mr. Brett Netto, Ms. Hannah Parks, Dr. Annie Pearce, Ms. Tara Reel, Ms. Shelbie Turner (for Ms. Libbie Sonnier-Netto), and Dr. Ying Zhou.

**Absent with Notification:** Ms. Erin Lavender-Stott, Dr. Robert Sumichrast, and Dr. Tyler Walters (ex officio).

**Absent without Notification:** None.

**Visitors and Invited Guests:** Ms. Janice Austin, Dr. Muhammed Hajj, and Mr. Rick Sparks.

### **Call to Order**

The meeting was called to order by Dr. Paulson at 3:30 p.m.

### **Approval of the Agenda**

The agenda was approved as modified.

### **Approval of the Minutes from March 1, 2017**

The minutes were approved as presented.

### **Committee Reports**

#### Graduate Curriculum Committee

There was no report.

#### Graduate Student Appeals Committee

There was no report.

#### Degree Requirements, Standards, Criteria, and Academic Progress (DRSCAP) Committee

Dr. Huckle provided an update on last week's meeting.

DRSCAP met with reduced numbers on Thursday March 9, 2017, and continued discussion of two of the matters before us. Regarding oral English language proficiency for GTAs: Janice Austin collected for our review information on the TOEFL scores of students actually assigned to serve as GTAs. Based on these figures, we arrived at a provisional set of recommendation for amendments to current policy and practice: for admission, raise total TOEFL targets for admission to 90 (would put us in the midst of our SCHEV peers\*) with no subscore less than 20; to assign as GTA a student with speaking subscore <20 to need to

be justified with Graduate School; speaking subscore 20-24 to be justified with intention within the particular department; speaking subscore 25 and up needs no justification. Policy verbiage would need to be consistent with such targets ("total TOEFL score 90, subscore 20 or greater, GTA 25 or greater"). \*We need to check on the accuracy of our peer TOEFL scores, as we learned subsequently that the online compilation we have been using may be out of date.

On the subject of diversity training for grad students, Dean DePauw endorsed the idea of DRSCAP drafting a resolution affirming the Commission's support for the development and implementation of training in diversity and inclusion tailored for the community of graduate students. Pursuant to this, Rosemary Blieszner has provided us with a copy of the 2013 CGSP resolution that recommended Ethics training for grad students, and we are using this as a model of a document for diversity and inclusion. Dean DePauw made suggestions of elements that would clarify the terms used and goals of the resolution as well as explicitly state the responsibilities of our whole community.

## **Constituency Updates**

### Graduate Student Assembly (GSA)

Ms. Hyler reported that members of the executive board went to Washington, DC, last weekend to participate in higher education legislation issues. They targeted research funding, health coverage, and immigration as primary concerns. Funding programs are currently open. Elections will be held in April.

### Graduate Honor System (GHS)

There was no report.

### University Library Committee

There was no report.

### Faculty Senate

There was no report.

### Student Government Association (SGA)

There was no report.

## **University Council and Commission Updates**

Dr. Paulson attended the University Council meeting this past Monday. The second reading for the horticulture major was approved. The first reading for the dairy science major was held.

There were no other commission updates.

## **Graduate School Update**

Dr. DePauw requested everyone's active engagement in Graduate Education Week, March 27<sup>th</sup> – March 31<sup>st</sup>, and especially encouraged everyone to participate in the luncheon on March 27<sup>th</sup>. Dr. DePauw announced the internal search for an associate dean is currently open. The position will have flexibility with 50-75% of time in the Graduate School. A 2% stipend increase will likely be available for

assistantships next year. The health insurance premium will likely be 88% of cost. The compensation package will be voted on at the BOV meeting in April.

Ms. Reel announced three finalists for graduate student representative to the BOV will be interviewed at the BOV meeting on April 2<sup>nd</sup>, with a decision announced April 3<sup>rd</sup>.

Dr. DePauw announced that Dr. Sands is also lending support to assist a student having difficulty returning to VT from overseas.

DRSCAP will be asked to help formulate a graduate application deadline change that would ultimately be presented by Dr. DePauw to the Council of Graduate Schools. The current April 15<sup>th</sup> deadline is generally recognized by all U.S. schools; an earlier date will assist students with immigration processes. International students will be required to participate in an interview, which can substantially delay their visa process.

### **Old Business**

The second reading for three resolutions was held. The resolutions include: Resolution for Renaming the Department of Human Development to the Department of Human Development and Family Science; Resolution to Approve the Degree Title Change from Master of Science in Human Development to Master of Science in Human Development and Family Science; and, Resolution to Approve the Degree Title Change from Doctor of Philosophy in Human Development to Doctor of Philosophy in Human Development and Family Science. All resolutions were approved.

### **New Business**

New business included a review of the untaught courses list. Dr. DePauw explained this is a list of courses that have been untaught for a number of years. Departments have been contacted for a review prior to the recommendation to delete courses. Sixty-six courses were approved for deletion. GEOS 6194 was eliminated from deletion.

CUSP Resolution 2016-17H was shared with CGS&P for awareness of a name change for the foreign languages department.

CUSP Resolution 2016-17I was shared with CGS&P for awareness as plans for revisions of the university calendar move forward. A vote of affirmation was given by CGS&P members.

### **Announcements**

There were no announcements.

**Adjournment:** The meeting was adjourned at 4:25 p.m.

Respectfully submitted,

/s/

Marilynn R. King  
on behalf of Karen P. DePauw, Ph.D.  
Vice President and Dean for Graduate Education