

Minutes

Commission on Graduate Studies & Policies

March 17, 2004

3:30 pm – 4:30 pm

206 Sandy Hall

Present: Mr. David Avery, Dr. Scott Case, Dr. Don Creamer, Dr. Karen DePauw, Dr. Klaus Elgert, Dr. Eileen Hitchingham, Dr. Julia McCann for Dr. Sharron Quisenberry, Ms. Margaret Merrill, Dr. Kent Murrmann, Dr. John Ney, Ms. Tina Peterson, Ms. Yvette Quintela, Mr. Terrell Strayhorn, Ms. Christa Thomas, Dr. Sherri Turner

Absent with Notification: Dr. Stephen Boyle, Dr. Ron Daniel, Ms. Laura Fornash, Mr. Marvin Foushee, Dr. Jerry Gibson, Professor Ron Kagawa, Dr. Rakesh Kapania, Mr. Greg Lemmond, Ms. Meagan Elwood Madden, Dr. Dvajad Salehi, Dr. Mehdi Setareh, Ms. Angie Webb

Invited Guests: Dr. Roger Avery, Ms. Nancy Feuerbach

Approval of the agenda: Approved.

Approval of minutes from March 3, 2004: Approved.

Committee Reports

Graduate Curriculum Committee (GCC): No report.

Graduate Student Appeals: Dr. Ney reported that the current appeal would be resolved in a few weeks. Approved.

Graduate Student Relations: Ms. Margaret Merrill reported that Pankaj Gupta circulated via e-mail the revised document, "Building Graduate Community: Expectations for Graduate Education at Virginia Tech", approved at the last CGS&P meeting. Dr. Case reported that Mr. Pankaj Gupta presented this document to University Council on March 15. Dr. DePauw stated that Dr. Steger requested that the Commission on Graduate Studies and Policies and the Commission on Faculty Affairs review the document to determine if it contains any new policies that should be presented to University Council. Dr. DePauw's review of the document revealed no new policies; the policies in the document were already established, approved, and/or referenced, or existed in the graduate catalog. Operating guidelines do not need to be presented to University Council. The Commission on Faculty Affairs will also have an opportunity to review the document. Approved.

Degree Requirement Standards Criteria and Academic Policy (DRSCAP)

Dr. Case reported that DRSCAP recommends changing the size of the doctoral advisory committee from five faculty members to four. A study of Virginia Tech's SCHEV peer institutions found that almost 70% (16/23) require four or less members on the committee. The commission voted to approve this recommendation, with two commission members opposed. The policy will now state:

**Master's students must have an advisory committee of at least three faculty members.
Doctoral candidates must have an advisory committee of four faculty members.**

Other Reports

Graduate Student Assembly (GSA): Tina Peterson reported that the next meeting is scheduled for March 19, 2004. At the February 26th meeting, several items were discussed, including voting issues; the revised document, “Building Graduate Community: Expectations for Graduate Education at Virginia Tech”; graduate health insurance problem resolution, and Graduate Education Week. Approved.

Graduate Honor System (GHS): No report.

University Library Committee (ULC): Dr. Eileen Hitchingham reviewed the minutes from January 20 and February 17. The committee also met on March 16, and Dr. Hitchingham presented some highlights from that meeting, noting in particular, three issues that were discussed: (1) information literacy in the graduate curriculum, (2) the LibQual survey [has begun] and (3) the re-design of the library web page. Approved.

Old Business: None.

New Business: None.

Announcements: None.

Adjournment: The meeting was adjourned at 4:13 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