

Minutes

Commission on Graduate Studies & Policies

April 21, 2004

3:30 pm – 4:30 pm

206 Sandy Hall

Present: Dr. Stephen Boyle, Dr. Ron Daniel, Dr. Karen DePauw, Dr. Klaus Elgert, Dr. Jerry Gibson, Dr. Eileen Hitchingham, Dr. Dean Sutphin for Dr. Sharron Quisenberry, Mr. Greg Lemmond, Ms. Megan Elwood Madden, Ms. Margaret Merrill, Dr. John Ney, Ms. Yvette Quintela, Dr. Dvajad Salehi, Dr. Mehdi Setareh, Mr. Terrell Strayhorn, Ms. Christa Thomas, Dr. Sherri Turner

Absent with Notification: Mr. David Avery, Dr. Scott Case, Dr. Don Creamer, Ms. Laura Fornash, Professor Ron Kagawa, Dr. Rakesh Kapania, Dr. Kent Murrmann, Ms. Tina Peterson, Ms. Angie Webb

Invited Guests: Dr. Roger Avery, Ms. Nancy Feuerbach, Mr. Marvin Foushee

Approval of the agenda: Approved.

Approval of minutes from April 7, 2004: Approved with one correction. Dr. John Ney was “absent with notification”.

Committee Reports

Graduate Curriculum Committee (GCC): The minutes from April 8th and April 15th were approved. Dr. Roger Avery thanked Dr. Jerry Gibson for chairing the 2003 – 2004 Graduate Curriculum Committee.

Graduate Student Appeals: Dr. John Ney reported that the most recent appeal has been resolved. Approved.

Graduate Student Relations: No report.

Degree Requirement Standards Criteria and Academic Policy (DRSCAP)

Dr. Elgert presented the recommendations for changing the language describing graduate assistants. The committee recommended eliminating the categories and descriptions for the “Senior Graduate Assistant” and the “Senior Graduate Teaching Assistant”. The commission approved the recommendation.

The committee recommended refining definitions for the “Graduate Assistant” and the “Graduate Teaching Assistant” to read:

Graduate Assistant: Graduate assistants (GAs) are graduate students who provide academic and program support. GA responsibilities may be administrative in nature and consist of duties unrelated directly to teaching or research (such as academic advising, program planning, advising student groups, and assisting with the administration of student services offices). GA responsibilities may also be academic in nature and include grading examinations, problem sets, and/or lab assignments, setting up displays for lectures or laboratory sections, and preparing or maintaining equipment used in laboratory sections.

Graduate Teaching Assistant: Graduate teaching assistants (GTAs) may provide academic program support under the supervision of a faculty member. GTAs may assist faculty in the department in teaching undergraduate courses, including laboratory teaching assignments, or in providing other appropriate professional assistance including grading examinations, problem sets and/or lab assignments, setting up displays for lectures and laboratory sections, and preparing or maintaining equipment used in laboratory sections. GTAs must have 18 hours of

graduate-level course work in their teaching discipline to be assigned full responsibility for teaching an undergraduate course. GTAs lacking this training will be assigned to work under the supervision of a faculty member who will be the instructor of record for the course.

The commission approved the changes recommended by the DRSCAP committee.

MIT India

Dr. Tarun Sen presented the plan developed by the Pamplin College of Business to offer the Master of Information Technology in India. The provost has approved the program and the college would like to implement the new program in fall 2004. Dr. Avery noted that the degree and courses have previously been approved; this is a new “packaging” of the degree. The main points of difference from the existing MIT are (1) location (India), and (2) faculty from Virginia Tech will teach for one week in India. The students in India will take the four (MIT) core courses, and then another six courses. Students will be registered students of Virginia Tech. Dr. DePauw recommended that Dr. Sen report back to the commission after the program had been in operation for one year. Dr. DePauw stressed the importance of commission (i.e., university governance) involvement in all new graduate programs and variations of existing graduate programs. Following discussion, the commission agreed to vote electronically on the following motion:

*Motion to approve the Master of Information Technology Program in India as a pilot program under the condition that an assessment is developed and conducted after one year to determine if the MIT-India program maintains the same quality as the MIT online program.**

Program Review: Dr Sherri Turner, tabled.

Information Skills for Graduate Students: Dr. Nan Seamans, tabled.

Other Reports

Graduate Student Assembly (GSA): None.

Graduate Honor System (GHS): None.

University Library Committee (ULC): None.

Old Business: None.

New Business: Dr. Elgert will invite Dr. Scott Case to serve in the position of Vice-Chair of CGS&P for the upcoming year.

Announcements: None.

Adjournment: The meeting was adjourned at 5:00 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

*[Note: This motion was electronically approved, 4/27/04]