

Minutes

Commission on Graduate Studies & Policies

November 3, 2004

3:30 pm – 5:00 pm

206 Sandy Hall

Present: Mr. Chris Bassler, Dr. Scott Case, Dr. Kevin Davy, Dr. Karen DePauw, Dr. Klaus Elgert, Professor Bill Galloway, Ms. Lauren Good, Mr. Steven Hall, Dr. Eileen Hitchingham, Mr. Greg Lemmond, Dr. John Moore, Dr. Jerry Niles, Dr. Tom Ollendick, Dr. Donald Orth, Ms. Yvette Quintela, Dr. Fred Richardson for Dr. Sue Murrmann, Dr. Carolyn Rude, Dr. Nan Seamans, Dr. Susan Short, Ms. Chris Thomas

Absent with Notification: Dr. Ron Daniel, Dr. François Elvinger, Dr. Rakesh Kapania, Mr. Terrell Strayhorn

Conference call in: Professor Ron Kagawa

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 October 20, 2004: Approved.

Committee Reports

Graduate Curriculum Committee (GCC): The minutes from October 28, 2004 were approved.

Graduate Student Appeals: No report.

Graduate Student Relations: No report.

Degree Requirement Standards Criteria and Academic Policy (DRSCAP): The committee held its first meeting immediately following the October 20th commission meeting. Dr. Scott Case reported that the committee has decided on three agenda items: (1) examining the make-up of the M.S. committee, (2) reviewing and discussing the number of credits visiting graduate students may take, and (3) examining summer enrollments.

Resolutions may be presented to the commission for approval based on the results of these discussions.

Other Reports

Graduate Student Assembly (GSA): Mr. Steven Hall reported that the GSA approved the proposal for the “Graduate Student of the Year Award”. He also reported that following a discussion of drill field parking, the GSA preferred to keep the current policy.

Graduate Honor System (GHS): Mr. Greg Lemmond reported that eight new faculty members have been trained to serve as volunteer panelists.

University Library Committee (ULC): Dr. Eileen Hitchingham reviewed the library committee minutes from October 19, 2004, which included recent announcement of pledges to the library. Also, Phase I renovation will begin in the fall. Mr. Paul Metz and college librarians have worked with colleges to identify materials need to meet the university’s research and teaching goals. The library web was redesigned for fall 2004. Dr. Hitchingham encouraged commission members to give the library feedback on the new design. The library and

college librarians are collaborating on a pilot program, which will offer up to five grants to CLAHS faculty for undergraduate course redesign incorporating information literacy components. Dr. Hitchingham also reported that the committee would be considering new memberships.

Financial aid determination for graduate students: hours vs. time

Dr. Avery reviewed the current policy of the financial aid office, which determines eligibility for continued financial aid for students based on the number of credit hours a student has taken. When a student has taken more than 150% of the “normal” credit hours required for a program they are considered to have exceeded their allocation and cannot receive financial aid. Because graduate students have a research component, this policy does not work, particularly since the commission removed the cap from research hours. To the financial aid office, a graduate student will appear to have exceeded the normal time-to-degree, as measured by credit hours. The graduate school would like the financial aid office to evaluate graduate student eligibility not on credit hours, but based on actual time-to-degree. For example, if a normal time-to-degree were two years for a masters degree, then three years would represent 150%. The commission voted to approve a recommendation that the Office of Financial Aid adopt the time-to-degree measurement in determining graduate student eligibility for continued financial aid.

Old Business

- Information skills for graduate students:

Dr. Nan Seamans answered questions from commission members about the resolution. Dr. DePauw suggested that the graduate school collect information on how departments are incorporating the teaching of information skills into their program. Dr. Seamans will incorporate the suggestions of the commission into the resolution. The revised version will be presented to the commission at a future meeting.

- VT-MENA:

The commission discussed Dr. Riad’s replies to their concerns [October 20, 2004]. Dr. Elgert will draft questions raised at the meeting concerning issues that need further comment/resolution, including SCHEV requirements, a memorandum of understanding regarding library use, the conferral of MS vs. Ph.D. degrees, anticipated enrollment, and participation of Virginia Tech faculty.

- Graduate Student Survey:

Dr. DePauw distributed a summary of results of the graduate student online “Exit Survey” and “Entrance Survey”. She asked the commission to share with her any ideas for improving the survey.

New Business: None

Adjournment: The meeting was adjourned at 4:37 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