

**Minutes  
Commission on Graduate Studies & Policies  
February 16, 2005  
3:30 pm – 5:00 pm  
206 Sandy Hall**

Present: Mr. Chris Bassler, Dr. Scott Case, Dr. Karen DePauw, Dr. Klaus Elgert, Dr. François Elvinger, Professor Bill Galloway, Dr. Eileen Hitchingham, Mr. Greg Lemmond, Ms. Margaret Merrill, Dr. Sue Murrmann, Dr. Jerry Niles, Dr. Tom Ollendick, Dr. Don Orth, Dr. Carolyn Rude, Ms. Chris Thomas

Absent with Notification: Dr. Ron Daniel, Dr. Kevin Davy, Dr. Rakesh Kapania, Dr. John Moore, Ms. Yvette Quintela, Dr. Susan Short, Mr. Terrell Strayhorn

Absent without Notification: Ms. Lauren Good, 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 February 2, 2005: Approved with one change.

Following the description of the probation and dismissal discussion, the commission wanted the following statement added: *The commission endorsed Dr. Avery's proposal to request the university registrar's office to implement changes in Banner, which would more accurately record a student's enrollment status.*

### **Committee Reports**

Graduate Curriculum Committee (GCC): Dr. Avery reported that the committee was working its way through a large number of courses from the GIA program. The minutes from February 10, 2005 were approved.

Graduate Student Appeals: No report.

Graduate Student Relations: No report.

Degree Requirement Standards Criteria and Academic Policy (DRSCAP): Following discussion, the commission approved a change in the deadline for ETD submission policy from:

#### ***Deadline for Submission***

*Final version of the thesis/dissertation/major paper (ETD) must be submitted electronically to the Graduate School no later than two weeks after the successful completion of the final examination. If this deadline cannot be met, a request (by e-mail is preferred) for an extension should be sent to the dean of the Graduate School by the advisor.*

to:

#### ***Deadline for Submission***

*The final version of the electronic thesis or dissertation (ETD) must be submitted to the Graduate School no later than two weeks after the successful completion of the final examination. If this deadline cannot be met, the advisor must send a request for an extension (e-mail is preferred) to the dean of the Graduate School. Late submission of an ETD (other than with an approved extension) will require the student to be enrolled.*

It was noted that major papers, or project and report, are a distinctly different publication and do not need to follow the ETD publication route.

## **Other Reports**

Graduate Student Assembly (GSA): No report.

Graduate Honor System (GHS): No report.

University Library Committee (ULC):

Dr. Eileen Hitchingham presented a draft of a resolution entitled: *Resolution to Amend University Council By-Laws in Order to Increase the Membership of the University Library Committee*. The resolution addressed membership and reporting lines. The University Library Committee approved the resolution on February 15. The commission voted to recommend that the resolution be adopted.

Dr. Hitchingham also reviewed the ULC's discussion of the loan and renewal period. The ULC serves in an advisory capacity to the library dean. Several years ago, the loan and renewal period was restricted for faculty, from two years (w/renewals) to 90 days with one renewal. A second renewal request required that faculty return to the library with the items and then renew in person. She also reported that the recall process is working effectively; there is a dollar charge for books not returned within a specified time. Faculty from the humanities and social sciences have expressed concern that the loan policy is too restrictive and have recommended that the period be expanded to three years. One solution would be to keep the 90-day loan period, but expand renewals up to two years. This would not affect the ability to recall a publication. Dr. Niles strongly encouraged the commission to consider such a solution as some scholars are deprived of necessary tools to carry on their research. In essence, the books are their "equipment. Dr. Rude also supported the humanities position, stating that a good article could easily take a year to write. She also noted that the humanities are such a small percentage, that any data driven research on usage might not capture their needs. Dr. Avery commented that, for example, if the difference in opinion is discipline-based, then if all the "English professors don't mind other English professors having books for three years, then it doesn't really impinge on the psychologists or physicists". Another suggestion was a compromise of 180 days and two years; this would reduce the "busy work". Dr. Hitchingham stated that any new policy adopted would apply to graduate students. Dr. Hitchingham stressed that the library wanted to serve as many constituencies as possible.

Dr. Hitchingham also reported that the new system the library will be using is the "innovative interface". Thirty-five other Association of Research Library members use this system. Dr. Hitchingham will send web urls to the commission so that they may get a feel for the new system. The system should be implemented August 1; any policy change would also be effective August 1.

### Old Business:

Dr. Elgert presented Dr. Sedki Riad's response to Dr. DePauw's correspondence to him, which reflected the commission's view that the VT-Middle East North Africa (MENA) Graduate Program should be limited to master's only. Dr. DePauw will respond to Dr. Riad via e-mail. Dr. DePauw stated that the commission must deal not only with increasing graduate enrollment, but also with ensuring the quality of graduate education.

Dr. DePauw asked the commission to review the most recent draft submitted by Dr. Sherri Turner of the Graduate Program Review.

New Business: None

Adjournment: The Graduate Coordinators' Workshop is scheduled for February 17 at 10:00 a.m.

The meeting was adjourned at 4:43 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*