

Minutes

Commission on Graduate Studies & Policies

October 17, 2007

3:30 pm – 5:00 pm

Graduate School, GLC, Conference Room

Present: Ms. Linsey Barker, Dr. Paul Deck, Dr. Karen DePauw, Dr. Joe Eska, Dr. François Elvinger, Mr. Thomas Gorman, Mr. John Kane, Dr. Kumar Mallikarjunan, Ms. Penny McCallum, Ms. Gail McMillan, Ms. Margaret Merrill, Dr. Patrick Miller, Dr. Cliff Shaffer, Ms. Chris Thomas

Absent with Notification: Dr. Ron Daniel, Dr. Eileen Hitchingham, Dr. Suzanne Murrmann, Dr. Glenda Scales, Dr. Gerhardt Schurig

Absent without Notification: Dr. Jim Collier, Ms. Laura Hendrick, Ms. Margo Eggeling, Ms. Evelyn Richardson

Conference call in: Dr. Rosary Lalik

Visitors and Invited Guests: Mr. Marvin Foushee, Ms. Jacqueline Nottingham, Dr. Miya Simpson

Dr. Kumar Mallikarjunan, Chair, called the meeting to order.

Approval of the agenda: Approved.

Approval of minutes from October 3, 2007: The minutes were approved with one correction. Dr. Rosary Lalik participated via conference phone.

Committee Reports

Graduate Curriculum Committee (GCC): The committee is also reviewing some of the procedures for course approval. Dr. DePauw noted that the two students who were listed as “absent without notification” are actually no longer on the committee, due to the meeting time change. Following review and discussion, the minutes from the October 11th meeting were approved.

Graduate Student Appeals: The committee met on Friday, October 12th. Dr. DePauw charged the committee with an appeal, and asked for their recommendations.

Graduate Student Relations: No report.

Degree Requirement Standards Criteria and Academic Policy (DRSCAP): The committee is meeting following the commission’s meeting.

Other Reports

Graduate Student Assembly (GSA): No report.

Graduate Honor System (GHS): Mr. Kane reported that VT-ENGAGE was a good opportunity for the GHS to recruit faculty and students. Eleven of the current faculty members have reached

their term limit, and can no longer serve on a panel. In order to function, there must be a faculty representative from each college. The Colleges of Architecture & Urban Studies, Engineering, and the Pamplin College of Business do not have any GHS faculty representatives. These three colleges have been asked to appoint members to serve on future panels. There will be a recruitment effort targeting graduate students, as well.

University Library Committee (ULC): No report.

University Council: The University Council has not met. The commission chairs presented their 2007 – 2008 agendas for the year to the president and provost. Some concern was expressed at an anticipated increase in parking fees.

Academic Program Review

Dr. Miya Simpson, Director of Academic Program Review, presented an overview of the progress to-date for both graduate and undergraduate program review. Dr. Simpson first developed a list of current degree programs and used this as a talking point with college deans and associate deans. Each of the programs must undergo a review every 7 years. A tentative review timeline has been scheduled. Dr. DePauw told the commission that the guidelines will be made available. Information will be posted on the Graduate School website.

Old Business:

Southern Association of Colleges and Schools (SACS)

Dr. DePauw, in her earlier presentation [September 18 and October 3] elaborated on the 5 points that will affect Graduate Education and the SACS review:

- (1) Student learning outcomes (assigned to DRSCAP)
- (2) Course syllabi
- (3) Graduate program faculty
- (4) Graduate program review
- (5) Policies and procedures. The Graduate School will take responsibility for this item.

The two items that needed more discussion from the commission are:

Graduate Program Faculty: We need to identify graduate program faculty for each of the degree programs. Dr. DePauw's suggestion was to ask departments to identify graduate program faculty, i.e., those that had primary responsibility for graduate education in that unit.

Another item for discussion is the course syllabi. Mr. Foushee will present the issues for discussion at an upcoming commission meeting.

New Business:

Institutional Plan for Graduate Degrees (IPGD)

Dr. DePauw shared the current institutional plan for graduate degrees with the commission. Dr. DePauw will include a call for new graduate degree proposals in the upcoming monthly memo.

Announcements: None

Adjournment: The meeting was adjourned at 4:34 pm.

Respectfully submitted:

Ms. Nancy B. Feuerbach, on behalf of

Dr. Karen P. DePauw, Vice Provost for Graduate Studies and Dean of the Graduate School