

## Minutes

### Commission on Graduate Studies & Policies

April 21, 1999

206 Sandy Hall

Present: Dr. Jim Burger, Dr. Julia Beamish, Dr. Marty Day, Dr. Ron Daniel, Dr. Skip Fuhrman, Dr. Betty Heath- Camp, Dr. Virginia Maxwell, Dr. Malcolm McPherson, Dr. Len Peters, Dr. Richard Veilleux, Dr. Eileen Hitchingham, Dr. Kent Nakamoto, Dr. Mike Vorster, Ms. Janey Miller, Ms. Ellie Albro, Ms. Nina Sengupta, Mr. John Cosgriff, Ms. Barbara Fraticelli, and Ms. Kathryn Young

Absent with Notification: Dr. Judy Pearson, Dr. Ellie T. Sturgis, Mr. Hunter Pittman, Ms. Nichole McKeown, and Ms. Shannon Knapp

Invited Guests: Dr. John Eaton

Dr. Jim Burger, Chair, called the meeting to order.

Announcements- Dr. John Eaton announced that an ETD Workshop will be held at Virginia Tech on May 17, 1999 and May 18, 1999 for members of a wide spectrum of universities. This workshop is designed for the sharing of ideas between university graduate school representatives and library representatives on the topic of Electronic Theses and Dissertations.

Approval of the agenda – Approved.

Approval of minutes of April 7, 1999– Approved.

#### Committee Reports:

Graduate Curriculum Committee-Julia Beamish presented the Graduate Curriculum Committee Minutes and the Final Year-End Report. One item remains tabled and will be carried forth to the 1999-2000 agenda. The Commission approved both the minutes and the Final Year-End Report. Graduate Curriculum Committee minutes for the 1998-1999 academic year and the 1998-1999 Final Report can be located on the web.

Graduate Student Appeals-There were no cases brought to the attention of the Graduate Appeals Committee during the 1998-1999 academic year. Hence, the committee has no activity to report.

Graduate Student Relations-Dr. Mike Vorster summarized the final report for the Graduate Student Relations committee. Dr. Vorster commended the work of the CGS&P and its subcommittees and commented on the positive changes that had taken place this year. Dr. Vorster suggested that the Graduate Student Appeals process and the Graduate Honor System be introduced earlier in the catalog rather than in the appendix. The Graduate Student Relations Final Report was accepted by the Commission.

Ad hoc Catalog Review Committee-Dr. John Eaton reported that the Ad hoc Catalog Review Committee was continuing to meet regularly. Dr. Eaton commended this committee for their hard work and dedication to this task. The purpose of this committee was to review the catalog and make the catalog more useful for faculty and students. The final report of the Ad hoc Catalog Review Committee was approved by the commission with the understanding that policy issues will be dealt with by the appropriate committees in the 1999-2000 academic year.

Ad hoc ETD Advisory Committee-Dr. Eaton summarized the new UMI form created by the Ad hoc ETD Advisory Committee. The Commission endorsed the new UMI form and recommends immediate distribution. The revised ETD approval form will be discussed further and presented to CGS&P in the fall.

DRSCAP- Dr. Marty Day summarized the Final Report of the DRSCAP committee. The report included (1.) Thesis Advisory Committees and Letters of Dissent Resolution which had been approved by University Council on March 1, 1999. (2.) Residency for Doctoral Degrees, and (3.) Transfer Courses and the Virginia Consortia Schools Rule. The Commission approved this report. After much discussion and positive support, the Commission decided to proceed with the second reading of the Resolution Regarding Residency for Doctoral Degrees and the Resolution Regarding Transfer Credit for Master's Degrees at the next University Council meeting. Dr. John Eaton recommended that the Commission commend Dr. Marty Day and the DRSCAP committee for their hard work and dedication. Dr. Mike Vorster commented on the positive changes made by DRSCAP and stated that the Graduate Student Relations Final Report endorsed these changes.

Other Reports:

Graduate Student Assembly- Ms. Janey Miller reported that the last GSA meeting for 1998-1999 will be held on April 22, 1999 and will be conducted by the new officers. The minority report will be presented and discussed at this meeting. The GSA will have a social at the Hokie House on May 5, 1999.

Graduate Honor System- Ms. Barbara Fraticelli reported that the Graduate Honor System's last two cases would be completed in the near future.

University Library Committee-No report at this time.

Nominating Committee for 1999-2000 CGS&P Chair-Dr. Marty Day, Dr. Skip Fuhrman, and Dr. Jim Burger made recommendations and the following nominees were elected. 1999-2000 CGS&P Chair-Dr. Julia Beamish, 1999-2000 CGS&P Vice Chair-Dr. Richard Veilleux and 1999-2000 GCC Chair-Dr. Virginia Maxwell.

New Business

Research Resolution Introduction-Dr. Jim Burger presented the commission with a statement from COR & CGS&P on the Importance of Research. After minor revisions the statement was endorsed by the Commission and the statement will be presented at the University President Selection Committee Forum on May 1, 1999 by Dr. Skip Fuhrman.

Adjournment

The meeting was adjourned at 4:57 p.m.

*Respectfully submitted:*

*John L. Eaton, Associate Provost for Graduate Studies*

to state: "In the case that one or more members does not approve the change in the membership of the advisory committee, an appeal may be made by either the student or a faculty member to a department graduate committee. The graduate committee will make a recommendation for action to the Department Head and the Dean of Graduate School." This recommendation was approved and a resolution will be forwarded to University Council.

DRSCAP- Dr. Marty Day presented the commission with a Resolution Regarding Residency for Doctoral Degrees and a Resolution Regarding Transfer Credit for Master's Degrees. The commission approved both resolutions.

Other Reports:

Graduate Student Assembly- Janey Miller reported that the GSA had elected new officers for the 1999-2000 year. The final GSA newsletter for this academic year will be mailed in the near future. The 1999 Research Symposium was a great success with 89 entries. The GSA is planning a year end social. Dr. Len Peters commended the GSA on their work on the Research Symposium and endorses a resolution for their exceptional work on this project.

Graduate Honor System- Ms. Barbara Fraticelli reported that the Graduate Honor System was currently working on two cases from Fall and one new case for Spring.

University Library Committee-No report at this time.

New Business:

Nominating Committee for 1999-2000 CGS&P Chair-Dr. Marty Day, Dr. Skip Fuhrman, and Dr. Jim Burger will make recommendations at the next CGS&P meeting for the 1999-2000 CGS&P Chair, 1999-2000 CGS&P Vice Chair and 1999-2000 Chair of the Graduate Curriculum Committee.

Review of Implementation of Centers Policy-Dr. Len Peters gave an overview of Dr. Peggy Meszaros's memorandum on the Implementation of Centers Policy. Dr. Meszaros's memorandum is the Policy and Procedure by the University on Department, College, and University Centers. The concept of and different types of centers were discussed. Dr. Peters also distributed a Commission on Research Policies and Procedures for Interdisciplinary Research Centers which pertains to University-Wide Centers only. Dr. Peters suggested that the Commission on Graduate Studies and Policies construct a similar policy and procedure guide for Instructional Centers. Dr. Eaton and Dr. Peters will work closely to identify which University-Wide Centers would be reviewed by the CGS&P.

Nomination of VTIP Board Representative-Dr. Peters made a suggestion to CGS&P to appoint Dr. Joe Sullivan as the CGS&P representative for the Virginia Tech Intellectual Properties Board. The commission approved this recommendation.

Career Services Assessments-Ms. Janey Miller spoke on the results from the Career Services Assessments Survey. Ms. Miller also provided the commission with a comparison of results from the graduate survey vs. the undergraduate survey. Ms. Barbara Fraticelli commented on Career Services and how well they were serving graduate student needs.

Adjournment

The meeting was adjourned at 4:59 p.m.

*Respectfully submitted:*

*John L. Eaton, Associate Provost for Graduate Studies*