

MINUTES  
VIRGINIA TECH  
COMMISSION ON GRADUATE STUDIES  
21 January 1987  
116 HUTCHESON HALL  
4:00 P.M.

**Present:** Drs. Bates, Baumgartner, Harris, Hooper, Martha Johnson, Ron Johnson, Korslund, La Berge, Novak, Pienkowski, Sponenberg, Steiss, Teekell, Weber, and Ms. Carol Haley and Mr. Jim Harmon.

**Visitors:** Dr. Keith Wilkins, Office of Public Affairs, John Ashby, Spectrum Representative, and Mrs. Sally Telford, Cranwell International Center.

1. Announcements - Dean Teekell reported an 8.34% increase in the on-campus enrollment for Winter Quarter 1987 over Winter Quarter 1986. The Full Time Equivalence (FTE) has increased 9.13% over Winter Quarter 1986.

The Graduate School has distributed some information to all departments for graduate students on the Tax Reform Act. Further interpretations from the IRS on the new tax laws is expected. The purpose of the recent distribution of information was to alert students of the changes and remind them of the need to keep detailed records of education-related expenses.

Dean Teekell also reported that the G1 letters have been mailed to the departments for certification of support by major professors for those students who may be eligible for some tax exemptions in the year 1986. Upon receipt of the certified G1 letters a G2 letter will be generated for each student addressed to the IRS stating it is our opinion that these are exempt items and not subject to taxes. Acceptance of these letters by the IRS is mixed at best.

Two years ago the Graduate Minority Committee appointed a subcommittee to address the issue of fellowships for American blacks interested in doctoral programs. Dean Martha Johnson and Sam Massenburg, NASA, served on this committee. Dr. Johnson drafted a proposal to be presented to the council on higher education. Each of the presidents and graduate deans of all the doctoral granting institutions in Virginia signed the proposal and presented it to SCHEV. Now, for the first time, we have in place a Graduate Dean's Fellowship Program. Virginia Tech's allocation is two for the next year with a stipend of \$12,000 per year, plus tuition. The fellowship is open to all fields for American blacks with Master's degrees in hand. A letter announcing this program will be going out in the next few days to all faculty.

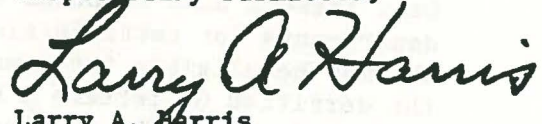
We have received 42 Cunningham Dissertation year nominations. The Course and Program Criteria Committee will be meeting soon to begin the review process.

Dr. Harris reported on semester conversion progress. The deadline is drawing near and there are still a number of course proposals pending. Dr. Harris pointed out that if these proposals have not been processed through CGS the catalog and course database will be incomplete thus creating problems in generating grade lists, transcripts, etc.

2. Minutes of 17 December 1986 - Approved

3. Cranwell International Center - Sally Telford, Program Director of the Cranwell International Center, gave a presentation on the activities at the Center. Members were told of the history of the Cranwell International Center, apprised of the current activities and given some insight into the future plans for the Center and its relationship to the University and the community.
4. Course and Program Criteria Committee - Dr. M. Korslund reported on the 15 January 1987 meeting and the minutes were approved. The Commission approved the CPCC recommendations on the semester transition course proposals for the Departments of Accounting, Bio-Medical Engineering, Chemical Engineering, EDPE, Engineering General, Finance, Insurance and Business, Industrial Engineering and Operations Research, Management Science and Veterinary Medicine (course titles and numbers only). (Attachment #1)
5. Other Business - Dr. Gary Hooper informed members of the Commission that the call for nominations for the Presidential Fellowship will be arriving soon. Approximately 10 four year scholarships will be available.
6. Adjournment - The meeting was adjourned at 4:40 p.m.

Respectfully Submitted,

  
Larry A. Harris  
Secretary