

Minutes
VPI&SU
Commission on Graduate Studies
3 April 1991, 3:30 P.M.
206 Sandy Hall

Present: Drs. Boyle, Brown, Burger, Eaton, Hooper, M. Johnson, LaBerge, Lutze, McCoy, Moore, O'Brien, Snoke, Sporakowski, Stephenson Mr. Jay Comeaux

Visitors: Susan Truelove - Spectrum, Marvin Foushee - Registrars Office

1. Announcements - Dr. Hooper stated that there has been a request for a name change from the Material Engineering Department and that issue has been referred to the Course and Program Criteria Committee.

The Open Doors evenings, scheduled for the Graduate School, have been suspended until next term.

The Task Force on Governance will be on the agenda for two special sessions of the University Council.

Dr. Stephenson announced that on April 9 at 3:30 p.m. Dr. Paul Chu will be presenting a seminar in Room 300 Whittemore Hall.

Dr. Hooper addressed the issue of stipend levels, assistantships and tuition. He stated that the stipend levels will remain at the current level. The question of tuition fees for the upcoming year will not be answered until after the Board of Visitors meets. The number of teaching assistantship positions will remain the same as we currently offer.

This week is Women's Week on campus and next week will be International Week.

2. Approval of the Agenda - The agenda was approved with the notation that Jay Comeaux will be presenting the GSA report as well as item 6.1 under Old Business.
3. Approval of Minutes of 6 March 1991 - the minutes were approved.
4. Committee Reports

Course and Program Criteria - Mike O'Brien presented the committee report (please see attachment 2). The report was accepted as amended.

Scholarship - Dr. John Eaton stated that the committee met on Friday, April 29. The discussion centers around instructional fee scholarship monies (how many new monies might be distributed), possible revision of the Cunningham/Powell Scholarship monies that the Graduate School currently

distributes and the Presidential Fellowships revisions. No firm decisions have been made regarding any of the issues listed. Advertising, early application dates, close coordination with departments to provide additional financial aid and the application processes involving these scholarships are being studied. The committee will meet again after graduation and a final report should be submitted by the end of next September.

5. Graduate Student Assembly - no report.

Old Business

6. 6.1 - Statement of Rights and Responsibilities of Graduate Students - Jay Comeaux asked that all comments/suggestions be directed to Tony Townsend (VTVM1 - TonyT). Mr. Comeaux stated that the GSA would like to have this document incorporated in the Policies and Procedures Manual of the Graduate School.

Dr. Snoke questioned the appropriateness of putting this document in the P & P Manual and whether in doing so this would make this document a "policy".

Dr. Hooper stated that the GSA Constitution, the Honor Court Constitution and this document should be reviewed to make sure that this document is not a duplication of effort. He also suggested that Kay Heidbreder review this document from a legal prospective so that it may be used as a policy. Ms. Heidbreder will be invited to attend our next meeting.

7. 6.2 - Self-Examination of Graduate Commission/Appointment of Study Committees - Dr. Hooper stated that there will be a meeting set up soon to examine the CGS structure and reconcile any new changes in the CGS. He also discussed the importance of the reports that the committee chairs will submit in the training of new CGS members and chairs of individual committees.
8. 6.3 - Graduate Honor System Constitution Revision - Dr. Hooper stated that a meeting will be held on April 24 with Kay Heidbreder to discuss the legal status of this document.
9. 6.4 - Trends in Graduate Degree Completion Times - Dr. Hooper asked the membership how they would like to proceed with the review of degree completion time frames. After discussion, it was decided that the institutional research office should be contacted to prepare a new report of our peer institutions and comparisons with those universities and Virginia Tech. Dr. LaBerge will chair a committee to review this issue and will be calling upon the membership for volunteers to review the document. This item will be an agenda item for next year.
10. 6.5 - "I" Grade Resolution - Marvin Foushee reported that this item has appeared at CUS for a "1st Reading". It is scheduled for a "2nd Reading" at their next meeting. The CUS resolution parallels the CGS

resolution discussed at our previous meeting. If passed, the "I" grade resolution policy changes will come into effect during the Spring 1992 Semester.


New Business

11. Arthur Snoke asked whether the issue of required health insurance was restricted to international students. Bernard LaBerge stated that, in the Fall 1991 Semester, international students are required to have health insurance as well as American students who will be traveling abroad. Other graduate students, at this time, are not required to have health insurance.

Dr. Hooper stated that the required health insurance policy will be added to the agenda for the next academic term to be discussed at that time.

12. Adjournment - 4:31 p.m.

Respectfully submitted,


John L. Eaton
Secretary