

## **Minutes**

### **Commission on Graduate Studies & Policies**

**September 21, 2011**

**3:30 pm – 5:00 pm**

### **Graduate School Conference Room**

Present: Ms. Shaimaa Abdullah, Ms. Janice Austin, Dr. Carolyn Copenheaver, Ms. Natalie Cruise, Dr. Karen DePauw, Dr. Mark Halsey, Dr. Jennifer Hodgson, Dr. Karen Hult, Dr. Kumar Mallikarjunan, Dr. Patrick Miller, Ms. Akiko Nakamura, Dr. Robin Panneton, Dr. Mayuresh Patil, Ms. Katelyn Shugart -Schmidt, Dr. Susan Short, Dr. Victoria Soghomonian, Dr. Leighton Vila, Dr. Tyler Walters, Mr. Jim Yardley

Absent with Notification: Dr. Marc Brodsky, Dr. Bernice Hausman

Absent without Notification: Dr. Tom Caceci, Ms. Josey Chacko, Dr. Tom Grizzard, Mr. Mohammed Jalili

Visitors and Invited Guests: Dr. Eugene Brown, Ms. Michelle McLeese, Dr. Mark Pierson, Dr. Janet Rankin

Dr. Victoria Soghomonian, Chair, called the meeting to order.

**Approval of the agenda:** Approved.

**Approval of the minutes from September 7, 2011:** Approved with a minor correction. Ms. Frank attended for Ms. Schugart-Schmidt.

## **Committee Reports**

Graduate Curriculum Committee (GCC): Dr. Mallikarjunan, Chair, reviewed the minutes from the September 8<sup>th</sup> meeting. The commission approved the minutes.

Graduate Student Appeals: No report.

Graduate Student Relations (GSR): No report.

### DRSCAP:

The first meeting of the committee is September 30, 2011.

Dr. DePauw asked the commission to introduce themselves to Ms. Nicole Cruise, SGA representative to the commission.

## **Other Reports**

Graduate Student Assembly Report (GSA) Ms. Shaimaa Abdallah reported that there is a delegate meeting this week. The delegate meetings are open to the public and the commission is invited to attend. Some current activities are: a logo design contest, and working on legal issues such as off-campus housing contract issues. The Graduate Research and Professional School Fair is on Monday. GSA still needs faculty volunteers to act as reviewers for the awards. Dr. DePauw recommended using the Graduate School Blog as well as listservs to communicate with a wider [faculty] volunteer audience.

Graduate Honor System (GHS): Ms. Schugart-Schmidt reviewed some of her plans for the upcoming academic year:

- Fill a dedicated education and outreach coordinator position

- Create an honor representative system for students who want to still be involved without being a panelist
- Update training material
- Improve interactions with international students. Some print material may be translated into other languages. GHS will work more with the Cranwell International Center.

University Library Committee (ULC): No report.

University Council: Dr. Soghomonian attended a meeting of commission chairs and Dr. Steger. Dr. Soghomonian gave an overview of issues the commission will be addressing during the upcoming academic year. Dr. Panneton mentioned that Dr. Steger wanted further discussion about a perceived discrepancy between scheduling and holding final exams.

Dr. DePauw introduced Dr. Tyler Walters, Dean of University Libraries. Dr. Walters will update the commission on activities of the library committee, including strategic directions, at an upcoming meeting. The library committee will be meeting on October 4<sup>th</sup>.

State of the Graduate School: Dr. DePauw finished an overview of the Graduate School with a PowerPoint presentation. Some items included in the progress report include:

- Compensation packages for graduate assistants enhancements included a 1% increase across steps, an additional \$200 academic fee supplement, tuition remission increased to include \$47 technology fee, and health insurance premium covered at 90%.
- The Student Relations Committee finalized the document entitled Expectations for Graduation Education. The document is available on the Graduate School website.
- Electronic signature process is currently being tested.
- Transformative Graduate Education continues to expand.
- The Interdisciplinary Graduate Education Program (IGEP) proposal was funded.
- Technology advances in the Graduate School include active use of Facebook, revision to eCatalog, opening of the virtual GLC, use of the iPhone application for recruitment and more.
- Facilitated discussion with interested persons to identify issues, concerns, possible solutions regarding statistics courses.
- Graduate School enrollment remains strong. We passed the 2012 goals two years ago.

**Old Business:**

Dr. Eugene Brown and Dr. Mark Pierson presented two revised degree proposals for a second reading by the commission:

- Masters Degree in Nuclear Engineering
- Doctoral Degree in Nuclear Engineering

The changes were discussed and the commission voted to approve the degree proposals as revised.

**New Business:** None.

**Announcements:**

Ms. Michelle McLeese, Graduate Student Representative to the Board of Visitors, will give the commission access to her report to the Board of Visitors.

Dr. Carolyn Copenheaver announced that Dr. Jane Lubchenco, Director of National Oceanic and Atmospheric Administration, will be the keynote speaker at a Women in Natural Resources workshop on March 13.

**Adjournment:** The meeting was adjourned at 5:06 pm.

*Respectfully submitted:*

Ms. Nancy Feuerbach, on behalf of

Dr. Karen P. DePauw, Vice President and Dean for Graduate Education