

## **Minutes**

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

**October 16, 2013**

**3:30 pm – 5:00 pm**

**Graduate School Conference Room**

Present: Ms. Shaimaa Abdallah, Ms. Beth Alley, Mr. Matt Banfield, Dr. Chad Bolding, Ms. Kara Dietz, Dr. Karen DePauw, Ms. Nancy Dudek, Dr. Kay Dunkley, Dr. Joe Eifert, Ms. Samantha Erwin, Dr. Saul Halfon, Mr. Mordecai Harvey for Mr. Greg Purdy, Dr. Bernice Hausman, Dr. James Jones, Dr. Hans Robinson, Dr. Christopher Zobel

Absent with Notification: Mr. Jordon Booker, Dr. Cyril Clark, Dr. Alireza Haghghat, Dr. Rachel Holloway, Dr. Gary Seidel, Dr. Elankumaran Subbiah

Absent without Notification: Dr. Mayuresh Patil, Dr. Tyler Walters

Visitors and Invited Guests: Ms. Janice Austin, Ms. Vanessa Ruccolo

Dr. Joe Eifert, Chair, called the meeting to order.

**Approval of the agenda:** Approved. The Graduate Curriculum Committee minutes from September 26<sup>th</sup> were added to the agenda.

**Approval of the minutes from October 2, 2013:** Approved with minor changes.

## **Committee Reports**

### Graduate Curriculum Committee (GCC)

The minutes from September 12<sup>th</sup> and September 26<sup>th</sup>, 2013 were accepted for filing. Ms. Janice Austin clarified that “Master” is correct, “Masters” is incorrect, e.g., Master of Landscape Architecture.

### Graduate Student Appeals

The committee is currently meeting to review three cases.

### Degree Requirements, Standards, Criteria, and Academic Progress (DRSCAP)

Dr. Hans Robinson reported that the committee was continuing its review of the cooperative education program fee charge. The committee will draft a resolution for the commission recommending a change to the fee structure.

## **Constituencies Updates**

### Graduate Student Assembly (GSA)

Ms. Shaimaa Abdallah reported GSA upcoming events and announcements.

- There is a delegate meeting on October 17.
- There is a social on October 25, 5 pm – 9 pm. Faculty and staff are invited.
- The GSA received an invitation to join the Commission on Student Affairs.

### Graduate Honor System (GHS)

Mr. Jordon Booker submitted a written report.

In summary:

- GHS is working towards resolving three open cases. A judicial panel hearing is currently scheduled for each of these cases.
- There are no new active cases or appeals.

- GHS has recently completed training and thirteen student and three faculty panelists have been added. One or two trainings will probably be scheduled for the latter part of the semester.
- Mr. Booker will be meeting with a class for a forum on academic integrity and ethics.
- Mr. Jordon will be contributing to one of the GTA sessions on “academic integrity in the classroom” scheduled for November.

There was some discussion on ways to disseminate GHS information to faculty. This will be an agenda item in January.

#### University Library Committee

Ms. Dietz reminded the commission that next week is Open Access Week. Events include:

- A Networked Learning Initiatives Workshop.
- Keynote address by John Willinsky, October 24<sup>th</sup>, 5:30 – 7:30, Graduate Life Center auditorium. Events are listed on the University Libraries’ Open Access Week webpage.
- The library has a subvention fund to subsidize processing fees for faculty publishing articles in open access journals

#### **University Council and Commission Updates**

##### University Council

Dr. Eifert reported that the council held a short meeting on October 7<sup>th</sup>. Representatives to the council summarized their activities for the upcoming academic year.

##### Commissions

There were no commission reports.

#### **Graduate School Updates: Dr. Karen DePauw**

Last week the Graduate School held the first of two fall sessions for Virginia Tech employees who are working towards graduate degrees. She noted that tenured faculty cannot work on graduate degrees without permission from the provost’s office. Virginia Tech policy allows employees to work toward graduate degrees. The information sessions are an attempt to better communicate specific policies and procedures with this population of graduate students. The next session will be recorded. Both sessions allow students to participate in person or via WebEx.

October 17<sup>th</sup> is the second of the fall conversations about the new ethics requirements. Physics is the first department to get their ethics program approved. All graduate program directors were contacted.

The Graduate School is working with a team in town that plan to build graduate housing with on-site child care. Child care will not be limited to the housing residents. The location of the housing is First and Main, with easy access to bus services and within a mile of campus. While not a Virginia Tech project, the team asked the Graduate School for input. Dr. DePauw and Ms. Monika Gibson are collaborating with the team. Input has been solicited from graduate students, as well. A charrette is scheduled for October 25<sup>th</sup> and the commission is encouraged to stop by the Graduate Life Center. Completion is projected for fall 2015.

Recently the issue of travel reimbursements and taxation for graduate students was brought to Dr. DePauw’s attention. The controller’s office is putting together a committee to address this issue. The Graduate School is represented on this committee. Dr. DePauw will report back to the commission on the meeting results.

## **Graduate Education Continuing Discussion**

The plan for implementation is on the provost's website. It has some of the ways in which we would increase enrollment by 1,000 by fall 2018, 75 percent Ph.D., 75 percent STEM-H, 75 percent located in Blacksburg. The plan also lists areas of funding support, including:

- Provide funding for 50 Science, Technology, Engineering, Mathematics, and Health (STEM-H) Ph.D. students.
- Invest in 50 additional assistantships for non-STEM-H Ph.D. programs in the colleges of Business, Liberal Arts and Human Sciences and Architecture and Urban Studies.
- Continue funding for IGEPs, which will contribute 110 additional Ph.D. students
- Provide university funding for up to 30 out of 120 total Ph.D. students in the new Translational Biology, Medicine, and Health program
- Monitor growth and needed investment for master's enrollments. Assuming the growth in master's students is approximately 250 across the planning period, additional assistantships for up to 40 percent of these students may be needed.
- Pursue new online and extended campus master's enrollments and new self-supporting master's degrees and certificates.

**Old Business:** None

**New Business:** None.

**Announcements:** None

**Adjournment:** 4:55 p.m.

The meeting was adjourned at 4:55 pm.

*Respectfully submitted:*

Ms. Nancy Feuerbach, on behalf of

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