

## **Minutes**

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

**December 03, 2014**

**3:30 pm – 5:00 pm**

### **Graduate School Conference Room**

Present: Mr. Matthew Chan, Ms. Kira Dietz, Dr. Kay Dunkley, Dr. Charlene Eska, Ms. Ashley Folden, Ms. Ashley Francis, Dr. Alireza Haghighat (videoconference); Dr. Saul Halfon, Dr. Ellen Plummer, Mr. Greg Purdy, Dr. Hans Robinson, Dr. Scott Salom, Ms. Maria Stack, Dr. Elankumaran Subbiah, Dr. Christopher Zobel

Absent with Notification: Dr. Chad Bolding, Mr. Nathan Carter, Dr. Cyril Clarke, Dr. Karen DePauw, Ms. Nancy Dudek, Dr. James Jones, Mr. Timothy Kinoshita, Dr. Gary Seidel

Absent without Notification: Dr. Joe Eifert, Dr. Tyler Walters, Ms. Sally Wieringa

Visitors and Invited Guests: Dr. Kent Nakamoto

Dr. Hans Robinson, Chair, called the meeting to order.

**Approval of the agenda:** The commission voted to modify the agenda so that the second reading on the new degree proposal could be considered immediately following the approval of the minutes.

**Approval of the minutes from November 19, 2014:** Approved with minor corrections.

**Business:** PhD in Executive Business Research, First Reading

Dr. Kent Nakamoto, R.B. Pamplin Professor of Marketing and Department Head &

Associate Dean for Research, Pamplin College of Business, reviewed the new degree proposal and answered questions from the commission. The proposal will be on the January 2015 meeting agenda for a second reading.

## **Committee Reports**

Graduate Curriculum Committee Dr. Saul Halfon

- Dr. Halfon described the upcoming workload the committee will be handling. There will be 20 to 30 proposals at the next meeting.
- Course proposals that are approved by the committee then go to the commission before they can be taught in the spring.
- The next curriculum meeting is December 11<sup>th</sup>. Dr. Halfon alerted the commission that these minutes will need to be approved online in order to be taught in the spring.

Graduate Student Appeals: No report.

Degree Requirements, Standards, Criteria, and Academic Progress (DRSCAP): Dr. Hans Robinson

- DRSCAP have begun discussing what to do with certificates that haven't been taught for a while. For example, we periodically review untaught courses. If we instituted a similar review for certificates, what would be a reasonable length of time?
- Dr. Robinson said he is still waiting to hear back from the budget office for their feedback on the continuous enrollment resolution. The registrar's office will also be giving their input on the resolution.

**Constituencies Updates:**

Graduate Student Assembly (GSA): Mr. Greg Purdy

- GSA had a delegate meeting run by Mr. Matt Chan. Discussions included the budget board.
- The Research Symposium application window has closed. GSA collected between 60 and 80 applications and 30 to 40 judges. They may open the applications again in the spring.
- The final delegate meeting of 2014 will be December 11.
- The Travel Fund Program decisions have been made, but announcements haven't gone out yet. They may go out next week.

Graduate Honor System (GHS): No report.

University Library Committee: No report.

**University Council and Commission Updates:**

University Council: Dr. Hans Robinson

The council's agenda included the first reading of the discontinuation of the horticulture and dairy science degrees. There was a resolution from CAPFA with a revision to the grievance procedure. Dwight Shelton presented the capital planning process. The diversity and inclusion initiative was announced.

Dr. Elankumaran Subbiah reported that:

- International Education Policy committee: The Language and Culture Institute is working on partnering with other institutions to discuss a global leadership exchange program that would bring students to campus.
- OIRED: The office is waiting for official word on the awarding of the IPM grant
- International Support Services: There are new regulations for J1 scholars beginning January 15, 2015 including (1) a new English language proficiency test and (2) a criminal background check.
- 281 Travel Policy: The GEO is working on the requirements made by PPM 281
- Searches are underway for the directors of OIRED, GEO, and the new Associate VP of International Affairs.
- The voluntary health form will be added to the pre-departure checklist which is still under review
- UCIA bylaws are still being revised

**Graduate School Update:** No report.

**Old Business:** No report.

**Announcements:**

Dr. Ellen Plummer said the 86 initiatives will be posted next week after they are edited.

The president and provost are hosting a question and answer session on December 12<sup>th</sup> on how we respond to sexual assault. The meeting will be open to other VT campuses.

**Adjournment:** The meeting was adjourned at 4:25.

Respectfully submitted:

Ms. Nancy Feuerbach on behalf of

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