

**Commission on Graduate and Professional Studies and Policies**  
**Meeting Minutes**  
**September 4<sup>th</sup>, 2024**  
**3:30-5:00pm**  
**Zoom**

**Present:** Lisa Becksford, Mark Bond, Nancy Bradley, Carolyn Commer, Zai Cook, Leslie LaConte, Renee LeClair, Sattar Mansi, Jacque Pelzer, Brian Strahm, Aimée Surprenant, Kwok Ping Tsang, and Jerald Walz

**Absent with Notice:** Rachel Holloway

**Absent:** Tyler Walters, Veronica van Montfrans, Paul Emmons, Kaylee South, Nathan Lau, Kirk Cameron, Rose McGroarty

**Guests:** Bill Huckle, Xiaoyan Ma, April Myers, Lori Rose, Lauren Surface

Renee called the meeting to order at 3:32. There was an establishment of a quorum.

**1. Adoption of Agenda**

Agenda was approved and adopted.

**2. Approval of or Announcement of approval and posting of minutes of May 15, 2024**

Minutes were approved.

**3. New Business-**

○ **Resolution Tracker – Dean Surprenant**

\*Resources available to all of us at [governance.vt.edu](http://governance.vt.edu): commissions, training materials, structure of governance flow charts, and resolution workflow diagram.

\*The resolution tracker keeps tabs of where resolutions are in governance. Dean Surprenant will view the tracker on her own to make sure that relevant resolutions are being discussed.

\*Goals for 2024-25:

1. Operational, Responsive, Proactive. See “CGPSP 2024-25 workplan” document in SharePoint.

2. Task force: making sure we are looking at the comprehensive task force and the graduation task force to determine if they are progressing.

- No vote: these goals will be on the SharePoint site and posted to the governance website.

#### **4. Acceptance and Posting of Committee Reports and/or Minutes**

- **Graduate Student Appeals Committee – Dr. Huckle**

The committee has met and is moving toward presenting to Dean Surprenant.

- **DAP (Degree and Academic Progress) - Jerald Walz**

\*DAP Committee examines matters of policy and practice relevant to the commission.

They meet sporadically.

\*CGPS&P's Degrees and Academic Progress (DAP) committee is looking for members.

DAP is a working committee charged with examining matters of policy and practice broadly relevant to graduate and professional education at VT, including the development of draft documents, for the purpose of reporting and making recommendations for the consideration of University governance through the CGPSP. For this academic year, we will be working on the following issues, among others:

- PhD candidacy policy and tuition discount
- Policy on retaking courses
- Admission requirements for international students with Master's but without Bachelor's degrees

If interested, please contact the chair, Jerald Walz, [jhwalz74@vt.edu](mailto:jhwalz74@vt.edu). You do not to be a member of CGPS&P to serve.

- **Ad Hoc Masters – Barbara Hoopes**

\*Looking at certificates since applications for these are in two different programs right now.

\*Currently looking at the policies for non-thesis course-only master's programs.

\*CGPS&P's Course-based Master's committee is looking for members. This ad-hoc committee is charged with streamlining graduate school processes and procedures for course-based master's programs. They will be tackling issues such as application requirements, admission processes, progress through degree and degree awarding. If interested, please contact the chair, Barbara Hoopes, [bhoopes@vt.edu](mailto:bhoopes@vt.edu). You do not to be a member of CGPS&P to serve.

- **Graduate School Updates - Aimée Surprenant**

\*Annual report for the Provost is in progress.

\*The Graduate School is balanced:

- Administrative: improving workflow and commissions across the university
- Academic: Facilitator of programs, reviewing existing programs
- Focusing on graduate students as individuals with diverse needs and unique challenges

\*Received funding to offer application waivers to HBCU students.

\*Writing a report on climate surveys.

\*Increase in CO-OP (Cooperative Education Program) approvals.

\*Looking at the minimum credit requirement for candidacy discounts. The Dean asked Jerald Walz if this is something that should be changed since it is preventing many students from receiving the discount.

- **Constituency Updates**

- a. Graduate and Professional Student Senate – Rachel Maizel**

- \*None at this time. 1<sup>st</sup> meeting will be held on September 11<sup>th</sup>.

- b. Graduate Student Honor System – Rose McGroarty**

- \*None at this time.

- c. University Library Committee – Lisa Becksford**

- \*None at this time.

- d. Faculty Senate – Jerald Walz**

- \*Getting re-organized. New President: Rachel Mouse, along with some other restructuring.

- e. Undergraduate Student Senate – TBD**

- \*None at this time.

- f. Board of Visitors - Aimée Surprenant**

- \*VetMed Hospital update announced

- g. AP Faculty Senate -**

- \*None at this time.

- **University Council and Commission Updates -**

- a. University Council**

- \*None at this time.

- b. Commission on Undergraduate Studies and Policies – Rachel Holloway**

- \*None at this time.

## **5. Adjournment – Renee LeClair**

There being no further business, a motion was made to adjourn the meeting at 4:30.