

Minutes

Commission on Graduate Studies & Policies

September 21, 2005

3:30 pm – 5:00 pm

206 Sandy Hall

Present: Mr. Chris Bassler, Dr. Scott Case, Dr. Kevin Davy, Dr. Karen DePauw, Ms. Pat Donovan, Dr. François Elvinger, Professor Bill Galloway, Ms. Nicole James, Mr. Osama Marsouk, Ms. Margaret Merrill, Dr. Brian Mihalik, Dr. Muzzo Uysal for Dr. Sue Murrmann, Dr. Jerry Niles, Dr. Tom Ollendick, Dr. Don Orth, Dr. Carolyn Rude, Dr. Susan Short, Mr. Brian Whitaker

Absent with Notification: Dr. Barbara Allen, Dr. Ron Daniel, Dr. Eileen Hitchingham, Mr. Greg Lemmond, Dr. Gail McMillan, Dr. John Moore

Absent without Notification: Mr. Sumeet Bagai

Invited Guests: Ms. Nancy Feuerbach, Mr. Marvin Foushee, Mr. Jamie Kalista, Dr. Sherri Turner, Ms. Angie Webb

Approval of the agenda: Approved.

Approval of minutes from April 20, 2005: Approved.

Dr. Scott Case thanked the commission members for agreeing to serve. Members of the commission introduced themselves.

Committee Reports

Graduate Curriculum Committee (GCC): No report.

Graduate Student Appeals: No report.

Graduate Student Relations: No report.

Degree Requirement Standards Criteria and Academic Policy (DRSCAP): No report.

Other Reports

Graduate Student Assembly (GSA): Mr. Jamie Kalista, president of GSA, stated that he and members of GSA were looking forward to working with the commission.

Graduate Honor System (GHS): The commission ratified the nomination of Mr. Brian Whitaker.

University Library Committee (ULC): The minutes from March 15, 2005 were approved.

Dr. Karen DePauw: Dr. DePauw, Vice Provost for Graduate Studies and Dean of the Graduate School, discussed the progress, challenges, and opportunities for the upcoming year.

She asked the commission to include the following issues as action items for the upcoming year:

- Quality advising and mentoring (eAdvising and eMentoring)
- Expanded opportunities through Transformative Graduate Education (TGE) and the Graduate Life Center (GLC)
- Inclusion of Principles of Community throughout graduate education
- Review and approval of new and extended graduate degrees identified through the IPGD
- Policy and procedures review including
 - Summer enrollment and status of graduate students
 - Residency requirements for doctoral degrees
 - Grading system (incompletes, repeat courses, P/F for research hours)
 - Plans of Study changes (format, faculty committees)
 - Quality assessment for graduate courses delivered on-line
 - Withdraw and drop policies
 - Graduate Courses (4xxx, 5xxx and 5984)
 - Part-time graduate students & policies/procedures
 - Commonwealth campus status
 - Revalidation of courses

Dr. DePauw reviewed her most recent presentation to the Academic Affairs Committee and gave an update on the Graduate Life Center.

Dr. Carolyn Rude: Dr. Rude reported on the commission chairs meeting.

Filling of CGS&P standing committees: The Degree Requirements, Standards and Academic Progress Committee members are: Carolyn Rude (chair), Scott Case, Tom Ollendick, Margaret Merrill, and Nicole James.

Members of the Graduate Student Appeals Committee are: Bill Galloway, Susan Short, François Elvinger, and Brian Whitaker.

The Graduate Student Relations Committee will be staffed as tasks develop. Chris Bassler volunteered to serve on the committee as needed.

Old Business: None.

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New Business: None.

Announcements: Dr. DePauw scheduled a meeting with department heads on Monday to talk about quality graduate education. She will relay information from this conversation to the commission.

Dr. DePauw asked commission members for input / ideas on issues to address during the upcoming academic year.

Mr. Kalista reported on a meeting with representatives from parking services to discuss GTA parking.

The first Graduate Curriculum Committee meeting will be held on September 22nd.

Dr. Davy asked about the status of the graduate faculty discussion. Dr. Case said that the DRSCAP committee will review the issue.

Dr. Case is meeting with Dr. Mike Vorster to discuss the School of Construction.

Adjournment: The meeting was adjourned at 4:45 p.m.

Respectfully submitted:

Ms. Nancy B. Feuerbach, on behalf of

Dr. Karen P. DePauw, Vice Provost for Graduate Studies and Dean of the Graduate School

Minutes

Commission on Graduate Studies & Policies

October 5, 2005

3:30 pm – 5:00 pm

Graduate Life Center / Room B

Present: Mr. Chris Bassler, Dr. Kevin Davy, Dr. Karen DePauw, Dr. François Elvinger, Dr. David Ford for Dr. Ron Daniel, Professor Bill Galloway, Dr. Eileen Hitchingham, Ms. Nicole James, Mr. Greg Lemmond, Mr. Osama Marsouk, Dr. Gail McMillan, Ms. Margaret Merrill, Dr. Brian Mihalik, Dr. John Moore, Dr. Sue Murrmann, Dr. Tom Ollendick, Dr. Don Orth, Dr. Carolyn Rude, Dr. Susan Short

Absent with Notification: Dr. Barbara Allen, Dr. Scott Case, Ms. Pat Donovan, Mr. Brian Whitaker

Absent without Notification: Mr. Sumeet Bagai, Dr. Jerry Niles

Invited Guests: Ms. Nancy Feuerbach, Mr. Marvin Foushee, Mr. Jamie Kalista, Dr. Mike Vorster, Ms. Angie Webb

Approval of the agenda: Dr. Kevin Davy called the meeting to order and asked for approval of the agenda. Approved.

Approval of minutes from September 21, 2005: Approved.

Committee Reports

Graduate Curriculum Committee (GCC): The minutes from September 22nd were presented by Dr. Brian Mihalik, and approved by the commission. [see discussion of degree proposals under “New Business”]. Mr. Marvin Foushee explained that the commission approves the GCC minutes; the GCC minutes then become part of the body of the commission minutes. Commission minutes are approved by University Council. Courses are “deemed approved” at the commission level. New degree programs, revisions, or name changes, etc. need to be approved at the council level. New degrees must be approved by the Board of Visitors and then SCHEV. Mr. Foushee encouraged discussion of the Graduate Curriculum Committee’s recommendations.

Graduate Student Appeals: No report.

Graduate Student Relations: No report.

Degree Requirement Standards Criteria and Academic Policy (DRSCAP): Dr. Carolyn Rude described the discussion of the September 21st meeting. Possible action items and goals for the year were discussed at the meeting. The committee will conduct a comprehensive review of the policies and procedures manual. Other issues for discussion include the grading system, 5984 courses, revalidation of courses, part-time student status and other admissions categories.

Other Reports

Graduate Student Assembly (GSA): Approximately 80 students attended the meeting last week. There is no new business to-date.

Graduate Honor System (GHS): Mr. Greg Lemmond reviewed the report submitted electronically by Mr. Brian Whittaker, Chief Justice of the GHS.

University Library Committee (ULC): Dr. Eileen Hitchingham described the role of the library committee in the university governance system. The ULC is a subcommittee of three different committees: the Commission on Graduate Studies and Policies, the Commission on Undergraduate Studies and Policies, and the Commission on Research.

Dr. Hitchingham reviewed two agenda items from last year: (1) the introduction of a new library system and (2) borrowing, i.e. number of renewals.

Old Business: None.

New Business:

Dr. Mihalik, Chair of the Graduate Curriculum Committee, reviewed the (1) Doctoral Program in Geospatial and Environmental Analysis and (2) English Ph.D. in Rhetoric and Writing. Both proposals were presented to the curriculum committee in SCHEV format and were approved unanimously by the committee.

The proposals will be sent to commission members electronically. Comments and concerns should then be forwarded to Dr. Mihalik who can solicit responses from the sponsors of the proposals. Dr. Mihalik will determine if it is necessary for faculty sponsors of the proposals to be invited to the next meeting to answer specific questions

The degree programs will be an action item at the next commission meeting in order to determine if all concerns have been addressed.

Mr. Foushee noted that any approved degree program carries with it the automatic approval of the generic courses, i.e., independent study, research, thesis, dissertation, etc.

Dr. Mike Vorster, School of Construction: Dr. Vorster, David Burrows Professor, Civil & Environmental Engineering, presented the plans for the proposal for the School of Construction, including the plans for graduate study.

Dr. Vorster will distribute the proposal in SCHEV format to the commission when it is finalized.

Announcements: Dr. Michael Gazzaniga, graduate school distinguished lecturer, will present, "The Ethical Brain", October 11th at 4:30 in the Graduate Life Center. Part of Dr. Gazzaniga's Virginia Tech visit will include a lunch with graduate students as well as a conversation with faculty from the psychology department.

Adjournment: The meeting was adjourned at 4:22 p.m.

Respectfully submitted:

Ms. Nancy B. Feuerbach, on behalf of

Dr. Karen P. DePauw, Vice Provost for Graduate Studies and Dean of the Graduate School

Minutes

Commission on Graduate Studies & Policies

October 19, 2005

3:30 pm – 5:00 pm

Graduate Life Center / Room B

Present: Mr. Chris Bassler, Dr. Scott Case, Dr. Ron Daniel, Dr. Kevin Davy, Dr. Karen DePauw, Ms. Pat Donovan, Dr. François Elvinger, Ms. Nicole James, Mr. Osama Marsouk, Dr. Gail McMillan, Ms. Margaret Merrill, Dr. Brian Mihalik, Dr. Sue Murrmann, Dr. Jerry Niles, Dr. Tom Ollendick, Dr. Carolyn Rude, Dr. Susan Short

Absent with Notification: Dr. Barbara Allen, Professor Bill Galloway, Dr. Eileen Hitchingham, Mr. Greg Lemmond, Dr. John Moore, Mr. Brian Whitaker

Absent without Notification: Mr. Sumeet Bagai, Dr. Don Orth

Invited Guests: Ms. Nancy Feuerbach, Mr. Marvin Foushee, Dr. Larry Grossman, Mr. Jamie Kalista

Approval of the agenda: Dr. Scott Case called the meeting to order and asked for approval of the agenda. Under “Old Business”, he requested that the commission approve the addition of a discussion of the proposed School of Construction. The agenda was approved with one addition.

Approval of minutes from October 5, 2005: Approved.

Committee Reports

Graduate Curriculum Committee (GCC): Dr. Brian Mihalik reported that he had received no comments from the commission on the two new doctoral degree programs presented at the October 5th meetings, (1) Geospatial and Environmental Analysis and (2) English in Rhetoric and Writing. He asked for a motion to approve the proposals. Ms. Nicole James did not receive copies of the proposals. The commission agreed to postpone a vote until Friday in order to allow Ms. James time to review the proposals. The vote will be electronic.

Dr. Brian Mihalik reported that GCC was looking at a proposal for a certificate. The revisions discussed and approved by the commission at the March 2, 2005 will be used in the review process.

Graduate Student Appeals: No report.

Graduate Student Relations: No report.

Degree Requirement Standards Criteria and Academic Policy (DRSCAP): No report.

Other Reports

Graduate Student Assembly (GSA): Mr. Jamie Kalista reported that the GSA has formed several new committees including (1) summer status for graduate students (2) a cabinet committee composed of graduate student representatives appointed to all commissions and committees and (3) a health insurance forum. Mr. Kalista announced that all applications are in for the travel fund program and the research development program. Dr. Mihalik expressed some concern for students whose requests would fall in a “transitional” period in the academic calendar. Mr. Kalista suggested setting aside a pool of money for special conditions such as

summer conferences with an adjusted application timeframe. Dr. DePauw suggested two cycles, January through June and July through December. Mr. Kalista will review and adapt the current system. Dr. Murrmann recommended a clarification that included who is eligible, and during which cycle. Dr. Case asked about the status of the parking lot across from Squires. Mr. Kalista described the current and potential populations that could use the parking lot.

Graduate Honor System (GHS): No report.

University Library Committee (ULC): No report.

Old Business:

Dr. Case reminded the commission that when items are voted on electronically, the absence of a response indicates a positive vote. Comments and concerns about the new degree proposals are due by Friday, October 21st, 2005.

School of Construction proposal: Dr. Case stated that Dr. Vorster wished to move forward with the proposal and present it formally to the commission. Dr. Case suggested that the commission review an electronic copy of the proposal and invite Dr. Vorster to an upcoming meeting to address any concerns. The commission will discuss the proposal at the next meeting, and then vote at the subsequent meeting.

New Business:

EDP spin-off degrees: Dr. Mihalik reported that the curriculum committee has approved the Planning Governance and Globalization [UAP] spin-off degree with minor revisions. The committee had some concerns about the Architecture, Design and Research spin-off degree.

Announcements:

Dr. DePauw will send commission members the results of the Graduate School entry (individuals who were admitted, not necessarily enrolled) and exit surveys.

The Graduate School is advertising an associate dean position. Screening will begin November 1st, 2005. Dr. Anne McNabb is chairing the search committee.

There is a fellowship reception immediately following the commission meeting for Virginia Tech students who have graduate fellowships from the Graduate School.

Dr. Tom Ollendick described the distinguished lecturer event featuring Dr. Michael Gazzaniga as “a peak event” for faculty and students. Dr. DePauw announced that the Graduate School Distinguished Lecturer Series is made possible by a donation from Dr. and Mrs. McNamee.

Adjournment: The meeting was adjourned at 4:05 p.m.

Respectfully submitted:

Ms. Nancy B. Feuerbach, on behalf of

Dr. Karen P. DePauw, Vice Provost for Graduate Studies and Dean of the Graduate School

Minutes

Commission on Graduate Studies & Policies

November 2, 2005

3:30 pm – 5:00 pm

Graduate Life Center / Room B

Present: Mr. Chris Bassler, Dr. Scott Case, Dr. Ron Daniel, Dr. Karen DePauw, Ms. Pat Donovan, Dr. François Elvinger, Dr. Eileen Hitchingham, Ms. Nicole James, Mr. Greg Lemmond, Mr. Osama Marsouk, Ms. Margaret Merrill, Dr. Brian Mihalik, Dr. Sue Murrmann, Dr. Jerry Niles, Dr. Tom Ollendick, Dr. Don Orth, Dr. Carolyn Rude, Dr. Susan Short

Absent with Notification: Dr. Barbara Allen, Dr. Kevin Davy, Dr. Gail McMillan, Dr. John Moor, Mr. Brian Whitaker, Ms. Angie Webb

Absent without Notification: Mr. Sumeet Bagai, Professor Bill Galloway

Invited Guests: Ms. Nancy Feuerbach, Mr. Marvin Foushee, Mr. Jamie Kalista, Dr. Sherri Turner

Approval of the agenda: Approved with the addition of two items: (1) under Old Business, a discussion of “Graduate Faculty” and (2) under New Business, a discussion of electronic voting.

Approval of minutes from October 19, 2005: Approved.

Committee Reports

Graduate Curriculum Committee (GCC): The minutes from October 13 were approved. Dr. Brian Mihalik reviewed two EDP spin-off degrees, “Planning Governance & Globalization” and “Architecture & Design Research” which were approved by the committee. Dr. Hitchingham questioned whether library facilities would be adequate. Dr. DePauw explained that the spin-off degrees were a “repackaging” of current programs, so that existing resources would be sufficient. It was suggested that a critique of library resources would be appropriate as part of the college level review process.

The spin-off degrees will be an agenda item [Old Business] for consideration at the November 16th meeting.

The doctoral degree programs in “Geospatial and Environmental Analysis” and “Rhetoric and Writing” have been approved by the commission and will be presented to University Council in resolution format.

Graduate Student Appeals: No report.

Graduate Student Relations: No report.

Degree Requirement Standards Criteria and Academic Policy (DRSCAP): No report.

Other Reports

Graduate Student Assembly (GSA): Mr. Jamie Kalista reported on the meetings of two groups who are studying: (1) summer status for graduate students and (2) insurance coverage for graduate students. Dr. Hitchingham expressed some concern about summer status for graduate students as it affects availability of campus resources for students. She encouraged a systemic solution for this recurring problem that negatively impacts graduate students in a variety of ways. Mr. Kalista also announced that GSA will have a representative on the Institutional Review Board.

Graduate Honor System (GHS): No report.

University Library Committee (ULC): Dr. Hitchingham reviewed the ULC minutes from October 6, 2005.

The university library has joined with the College of Architecture to study the possibility of “graduate spaces”.

Old Business:

School of Construction: Dr. Case asked the commission to send questions / concerns to him electronically. He will ask Dr. Mike Vorster to address these concerns. The November 16th commission meeting will be the second reading of the proposal, and an opportunity for concerns of commission members to be addressed. Dr. Mihalik asked if the new school could negatively impact the “Architecture & Design Research” PhD degree.

Graduate Faculty: Dr. Case reported that the results of a faculty survey did not indicate an expressed need for the creation of a graduate faculty as a separate entity. The recommendation of DRSCAP was to leave the current policy “as is”. Dr. DePauw will be asking departments to identify their graduate program faculty. Ms. Nicole James noted that it would be helpful for graduate students to be able to identify faculty most familiar with graduate programs and progress to degree issues.

New Business:

Drs. Jerzey Nowak and J. Roger Harris have petitioned the commission to reduce the course hour requirements for a Ph.D. in the Department of Horticulture from 31 credit hours to a minimum of 20 credit hours. Dr. DePauw reminded commission members that they have approved that departments may petition the commission for a reduction in course hour requirements. Thus far, the biology and chemistry departments have been the only Ph.D. programs to request a reduction in hours. Following discussion, the commission voted to accept the proposal, effective fall 2006. Commission members requested that Dr. DePauw express their concern that adequate statistics courses were included in the plans of study for graduate students to ensure that students have the appropriate tools for data collection and analysis.

Following discussion, the commission agreed to continue the practice of presenting and approving reports during scheduled meetings, rather than electronically circulating and approving reports prior to the scheduled meetings.

Announcements:

Dr. DePauw has electronically posted the “October Monthly Memo” and attached the Institutional Plan for Degrees with the annual call for proposals for degrees. A plan for the upcoming year will be developed from the submitted proposals as well as a “wish list”.

Mr. Kalista announced that the Graduate Student Assembly was holding a delegate meeting on Thursday and invited commission members to attend. The commission will be invited to the next GSA social.

Adjournment: The meeting was adjourned at 4:45 p.m.

Respectfully submitted:

Ms. Nancy B. Feuerbach, on behalf of

Dr. Karen P. DePauw, Vice Provost for Graduate Studies and Dean of the Graduate School

Minutes

Commission on Graduate Studies & Policies

November 16, 2005

3:30 pm – 5:00 pm

Room 206, Sandy Hall

Present: Mr. Chris Bassler, Dr. Scott Case, Dr. Kevin Davy, Dr. Karen DePauw, Dr. François Elvinger, Dr. Eileen Hitchingham, Professor Bill Galloway, Ms. Nicole James, Mr. Greg Lemmond, Dr. Gail McMillan, Ms. Margaret Merrill, Dr. Brian Mihalik, Dr. Sue Murrmann, Dr. Jerry Niles, Dr. Don Orth, Dr. Carolyn Rude

Absent with Notification: Dr. Ron Daniel, Ms. Pat Donovan, Mr. Osama Marsouk, Dr. John Moore, Dr. Tom Ollendick, Mr. Brian Whitaker

Absent without Notification: Mr. Sumeet Bagai

Conference call: B. Allen, S. Short

Invited Guests: Ms. Nancy Feuerbach, Mr. Marvin Foushee, Dr. Sherri Turner, Ms. Angie Webb

Approval of the agenda: Approved.

Approval of minutes from November 2: Approved.

Committee Reports

Graduate Curriculum Committee (GCC): The minutes from October 27th were approved. Dr. Case commended members of the committee on their outstanding efforts.

Graduate Student Appeals: No report.

Graduate Student Relations: No report.

Degree Requirement Standards Criteria and Academic Policy (DRSCAP): Dr. Carolyn Rude reviewed recommendations from the Committee on Degree Requirements, Standards, Criteria, and Academic Policies for policy changes regarding grades on transcripts.

Principles that govern policy were outlined: (1) The transcript is the official record of the graduate student's work at Virginia Tech. The transcript should report an accurate history. (2) Students should take responsibility for their progress. Students should have agency. (Automatic processes diminish student agency. Slowing down the automatic processes gives students time to act.) (3) Procedures should be efficient in order to minimize time spent on procedures rather than on the substance of education.

Recommendations were as follows.

(1) Incomplete Grades

An incomplete ("I") may be given when the requirements of a course have not been completed because of illness or extenuating circumstances.

Grades of "I" remain on the transcript until they are replaced with a letter grade when the student has completed course requirements. A student may not graduate with an "I" in a course on the Plan of Study. Grades of "I" that remain on the transcript may indicate failure to make satisfactory academic progress and may affect eligibility for assistantships and continuation in a degree program.

Grades of "X" are assigned initially to course work that extends over more than one semester.

(2) New section on withdrawal from courses. (This section would follow the section on incomplete grades.)

Withdrawal from Courses

Until the drop deadline, students may withdraw from courses, but they must adhere to the terms of assistantships or other requirements about the minimum number of hours of enrollment, and they may need to add other courses as substitutes to meet the minimum. *After the drop date*, students may withdraw from courses with the approval of their advisor and the Graduate School. The course will remain on the transcript with the grade of W. If a student withdraws from all the courses in a semester, a notation on the transcript will indicate the date of withdrawal, but the course names will not appear.

(3) Grades of W on transcripts; repeated courses and NG, NR in GPA calculation

Grades of W will appear and remain on the official transcript. A statement about the transcript record will be added to the [policy] section on grading systems.

In addition to the above grades, the following grades may be issued: I (incomplete), P (taught on a Pass/Fail basis only), X (continuing courses), W (withdrawal after the add-drop period), NR (not reported), NG (no grade), and EQ (review or equivalent credit for research credit). Grades of NR, NG, and W are not calculated in computing the GPA, but they remain on the transcript. When courses are repeated, both course enrollments remain on the transcript, but only the second grade counts in the GPA. A notation on the transcript indicates that the first grade is not counted.

The commission voted to accept the proposed changes. In item (2), exact language regarding dates will be incorporated into changes. Language in the undergraduate policy will be used as a model for language in the graduate policy.

Other Reports

Graduate Student Assembly (GSA): No report.

Graduate Honor System (GHS): No report.

University Library Committee (ULC): No report.

Old Business: The commission approved the proposal for the new School of Construction.

New Business: The commission agreed that it was in the interest of the university for the commission to actively participate in a review process for new dual degree programs offered in Memorandums of Understanding (MOUs). The commission asked the dean bring items to their attention at her discretion.

Announcements: The Resolution for Establishment of a Doctoral Degree (Ph.D.) in Geospatial and Environmental Analysis in the College of Natural Resources will be presented to the University Council on December 5th for a second reading.

Future reports on University Council meetings will appear under “Committee Reports” on the commission meeting agenda.

Adjournment: The meeting was adjourned at 4:30 p.m.

Respectfully submitted:

Ms. Nancy B. Feuerbach, on behalf of

Dr. Karen P. DePauw, Vice Provost for Graduate Studies and Dean of the Graduate School

Minutes

Commission on Graduate Studies & Policies

December 7, 2005

3:30 pm – 5:00 pm

Graduate Life Center

Present: Mr. Chris Bassler, Dr. Scott Case, Dr. Kevin Davy, Ms. Pat Donovan, Dr. François Elvinger, Dr. Eileen Hitchingham, Professor Bill Galloway, Mr. Osama Marsouk, Dr. Gail McMillan, Dr. Brian Mihalik, Dr. Sue Murrmann, Dr. Tom Ollendick, Dr. Don Orth, Dr. Carolyn Rude, Dr. Susan Short

Absent with Notification: Dr. Barbara Allen, Dr. Ron Daniel, Dr. Karen DePauw, Ms. Margaret Merrill, Ms. Angie Webb

Absent without Notification: Mr. Sumeet Bagai, Ms. Nicole James, Mr. Greg Lemmond, Dr. John Moore, Dr. Jerry Niles, Mr. Brian Whitaker

Invited Guests: Ms. Nancy Feuerbach, Mr. Marvin Foushee

Approval of the agenda: Approved.

Approval of minutes from November 16: Approved.

Committee Reports

Graduate Curriculum Committee (GCC): The minutes from November 10th were approved, pending the correction of two errors which were not incorporated into the minutes presented at the commission meeting. [A corrected version will be distributed electronically for approval.]

Graduate Student Appeals: Dr. Karen DePauw asked the Graduate Student Appeals and Graduate Student Relations* committee to jointly investigate procedures for the evaluation of applications from staff and AP faculty who wish to work toward a graduate degree. A policy has been approved, but procedures still need to be developed and implemented. Dr. Elvinger, Dr. Short, Mr. Marsouk, Professor Galloway, and Mr. Bassler will represent both committees on this task force. Dr. DePauw will meet with this committee to formally charge them with the task.

Graduate Student Relations: [see above*] No Report.

Degree Requirement Standards Criteria and Academic Policy (DRSCAP): No report

University Council: Dr. Scott Case reported that the *Geospatial and Environmental Analysis* degree program was approved after a second reading. The *School of Construction* and the *English in Rhetoric and Writing* proposals were presented for a first reading.

Other Reports

Graduate Student Assembly (GSA): Mr. Chris Bassler reported on the last meeting of the semester. At the meeting the assembly completed arrangements for the program chair of the Graduate Life Center and introduced a discussion of “green fees”.

Graduate Honor System (GHS): No report.

University Library Committee (ULC): Dr. Eileen Hitchingham reviewed the minutes of the November 3 meeting, including the Spring 2005 LibQUAL survey. Dr. Hitchingham also provided data on how Virginia Tech compared with a selection of 114 research universities in North America. The commission offered to write a letter of support on behalf of the library reminding the administration that the library plays a critical role in the success of the university.

Old Business: None

New Business:

The following programs were presented to the commission for discussion [copies distributed electronically to commission prior to the meeting; first three are double degrees, the last is collaborative]:

Dual Degree: Politecnico Di Milano and VT

Double PhD: Tsinghua University

Dual MS: Technische Universität Darmstadt and VT

Collaborative Ph.D. Program, Univerista della Svizzera Italiana and VT

Dr. Case asked that questions and / or comments be directed to him.

Announcements:

Dr. Rude asked if anyone on the commission was familiar with a “GRE validity study”.

Adjournment: The meeting was adjourned at 4:38 p.m.

Respectfully submitted:

Ms. Nancy B. Feuerbach, on behalf of

Dr. Karen P. DePauw, Vice Provost for Graduate Studies and Dean of the Graduate School

Minutes

Commission on Graduate Studies & Policies

January 18, 2006

3:30 pm – 5:00 pm

Room 206, Sandy Hall

Present: Mr. Chris Bassler, Dr. Scott Case, Dr. Ron Daniel, Dr. Kevin Davy, Dr. Karen DePauw, Ms. Pat Donovan, Dr. François Elvinger, Professor Bill Galloway, Dr. Eileen Hitchingham, Dr. Gail McMillan, Ms. Margaret Merrill, Dr. Brian Mihalik, Dr. Sue Murrmann, Dr. Jerry Niles, Dr. Tom Ollendick, Dr. Don Orth, Dr. Carolyn Rude,

Absent with Notification: Ms. Nicole James, Mr. Greg Lemmond, Mr. Osama Marsouk, Dr. Susan Short, Ms. Angie Webb, Mr. Brian Whitaker

Absent without Notification: Mr. Sumeet Bagai, Dr. John Moore

Conference call in: Dr. Barbara Allen

Invited Guests: Ms. Nancy Feuerbach, Mr. Marvin Foushee, Mr. Jamie Kalista, Ms. Sherri Turner, and Professors John Randolph, Jack Davis, and Steve Thompson from the College of Architecture and Urban Studies.

Approval of the agenda: Approved.

Approval of minutes from December 7, 2005: Approved.

Committee Reports

Graduate Curriculum Committee (GCC): The minutes from December 8th were reviewed by Dr. Brian Mihalik and approved. GCC is currently reviewing a degree proposal from the College of Agriculture and Life Sciences.

AP faculty / staff admissions: Dr. Susan Short forwarded (via e-mail) a sub-committee report on the progress of the AP faculty / staff admissions:

The sub-committee assigned to examine the policy on eligibility of AP faculty/staff for graduate degrees convened on Friday, January 13th. Chris Bassler, Bill Galloway, Francois Elvinger, and Susan Short reviewed current policies and developed a series of questions for graduate school personnel. The group will reconvene in early February to review responses, examine benchmark standards from peer institutions, and frame a recommendation for consideration by the Commission.

Graduate Student Appeals: No report.

Graduate Student Relations: No report.

Degree Requirement Standards Criteria and Academic Policy (DRSCAP): Dr. Karen DePauw reported that she and Mr. Marvin Foushee met to discuss implementation of the “I” grade. Dr. DePauw has drafted a resolution to designate “WG” as the new indicator for “withdraw graduate” on the official student transcript.

University Council: No report.

Other Reports

Graduate Student Assembly (GSA): Mr. Kalista reported that the first meeting of the semester will be next Thursday. The GSA will focus primarily on graduate student life issues.

Graduate Honor System (GHS): Mr. Brian Whitaker forwarded (via e-mail) the following report:

Three previous cases where students were found guilty have fulfilled their penalty requirements and are now closed. There were 5 cases reported for the fall semester 2005. Two have been closed, 3 are currently under investigation. No reported cases for spring 2006 at this point. Plans to have new panelist (faculty and graduate student) training sessions the first full week of February are underway. More details will be available at the next meeting.

Dr. DePauw stated the both she and Mr. Whitaker were concerned about the number of cases that dealt with plagiarism. Dr. DePauw asked the commission to think about ways to get information to faculty members so that students will better understand plagiarism and the consequences of violations.

University Library Committee (ULC): Dr. Hitchingham reported that the committee met last week and is continuing to craft a letter about strategic planning and funding.

Old Business: Dr. John Randolph reviewed and answered questions about the proposed EDP spin-off degrees: (1) Architecture and Design and (2) Planning Governance and Globalization. The commission voted to forward the proposals to University Council.

New Business: None.

Announcements:

Dr. Brian Mihalik has agreed to serve as half-time associate dean of the Graduate School as of January 17th.

Future Professoriate Global Perspectives Course: Selected graduate students will travel to Switzerland and participate in the first Future Professoriate Global Perspectives Course in May 2006. Students will visits universities in Zurich, Milano, and Lugano and meet with faculty and students in order to give a “global perspective” to their understanding of what it is like to be a faculty member.

Two new Graduate School courses, “Preparing the Future Career Professional”, and ”The Citizen Scholar Seminar”, are being offered this spring.

Adjournment: The meeting was adjourned at 4:05 p.m.

Respectfully submitted:

Ms. Nancy B. Feuerbach, on behalf of

Dr. Karen P. DePauw, Vice Provost for Graduate Studies and Dean of the Graduate School

Minutes

Commission on Graduate Studies & Policies

February 1, 2006

3:30 pm – 5:00 pm

Room 206, Sandy Hall

Present: Mr. Chris Bassler, Dr. Scott Case, Dr. Kevin Davy, Dr. Karen DePauw, Dr. François Elvinger, Dr. Eileen Hitchingham, Ms. Nicole James, Mr. Osama Marsouk, Ms. Margaret Merrill, Dr. Brian Mihalik, Dr. Sue Murrmann, Dr. Don Orth, Dr. Carolyn Rude, Dr. Susan Short

Absent with Notification: Dr. Ron Daniel, Ms. Pat Donovan, Mr. Greg Lemmond, Dr. Gail McMillan, Dr. Jerry Niles, Dr. Tom Ollendick, Ms. Angie Webb, Mr. Brian Whitaker

Absent without Notification: Mr. Sumeet Bagai, Professor Bill Galloway, Dr. John Moore,
Conference call in: Dr. Barbara Allen

Invited Guests: Ms. Nancy Feuerbach, Mr. Marvin Foushee

Approval of the agenda: Approved.

Approval of minutes from January 18, 2006: Approved.

Committee Reports

Graduate Curriculum Committee (GCC): No report

AP faculty / staff admissions: No report. Next meeting will be February 16th.

Graduate Student Appeals: No report.

Graduate Student Relations: No report.

Degree Requirement Standards Criteria and Academic Policy (DRSCAP): Dr. Carolyn Rude reported on the proposed policy changes regarding revalidation of courses including a statement of problems with the current policy, and a recommendation to the commission, as follows:

Statement of problems with the current policy

1. Currently, courses older than 5 years (Master's degree) or 7 years (Doctorate) when a Plan of Study is filed must be revalidated. A student's advisor and committee must determine, by oral or written examination or other means, that the student's knowledge as represented by these courses is current. The revalidation process is continuous as plans are modified, time passes, and older courses drop out of the 5-year or 7-year window. Some courses are being revalidated as late as the time of the dissertation defense, when the process is redundant and serves no meaningful purpose.
2. The statement about revalidation of courses appears in a section of the graduate catalog called "Time Limits". The information is not really about time limits for completing degrees but rather about prior coursework and its appropriateness for a current program.
3. Part-time students, such as distance students completing one course at a time while they work, are particularly disadvantaged by "expiration dates" for courses. Many of these

students are using their knowledge in their work and thereby maintaining currency of their knowledge.

4. While all students who are continuously enrolled have incentives to continue using and developing knowledge, students who take extended leaves may be distracted from their academic work.

Recommendation

DRSCAP recommends:

1. Requiring one-time revalidation, even when courses come to exceed the 5-year limit, if the student is continuously enrolled.

If a student takes a leave of absence for more than one year and must apply for readmission, courses must be revalidated even if they were revalidated at the time of first admission.

2. Adding a section about courses older than 5 years to the catalog section on Plan of Study. The section would appear between the section “Plan of Study Changes” and “Supporting Courses.”

3. Deleting the section entitled “Time Limits.”

The commission voted to accept DRSCAP’S recommendations.

University Council: No report.

Other Reports

Graduate Student Assembly (GSA): Mr. Chris Bassler reported that last week the GSA endorsed the idea of a “green fee” but specifics are still being developed.

Dr. DePauw suggested to the GSA that they consider bringing issues [such as fee concerns] to the commission for discussion.

Graduate Honor System (GHS): Mr. Brian Whitaker circulated the following report (via e-mail):

Three cases from Fall 2005 are:

Three are currently under investigation. No reported cases for spring 2006 at this point. The GHS needs more faculty and graduate student panelists. The time commitment is minimal in that you need to only attend one 1-hour training session and volunteer to sit on panels/boards when you don’t have a scheduling conflict. Most all correspondence is done via email. The training will take place in the Graduate Life Center (Donaldson Brown) on Wednesday, February 8th: Room D: 5:30 – 6:30 PM, and Thursday, February 9th: Room C: 5:00 – 6:00 PM. Please let fellow colleagues know and support the system.

University Library Committee (ULC): Dr. Hitchingham briefly reviewed the proposal [letter] drafted by Douglass Berry which addresses the insufficient support of University Libraries compared to other institutions.

Dr. Scott Case will forward the letter to Ms. Feuerbach who will forward it to commission members.

Old Business: None

New Business: None.

Announcements: None

Adjournment: The meeting was adjourned at 4:12 p.m.

Respectfully submitted:

Ms. Nancy B. Feuerbach, on behalf of

Dr. Karen P. DePauw, Vice Provost for Graduate Studies and Dean of the Graduate School

Minutes

Commission on Graduate Studies & Policies

February 15, 2006

3:30 pm – 5:00 pm

Room 206, Sandy Hall

Present: Mr. Chris Bassler, Dr. Scott Case, Dr. Kevin Davy, Dr. Karen DePauw, Ms. Pat Donovan, Dr. François Elvinger, Professor Bill Galloway, Dr. Eileen Hitchingham, Mr. Osama Marsouk, Dr. Gail McMillan, Ms. Margaret Merrill, Dr. Brian Mihalik, Dr. Sue Murrmann, Dr. Jerry Niles, Dr. Carolyn Rude, Dr. Susan Short, Ms. Angie Webb

Absent with Notification: Dr. Barbara Allen, Dr. Ron Daniel, Ms. Nicole James, Mr. Greg Lemmond, Mr. Brian Whitaker

Absent without Notification: Mr. Sumeet Bagai, Dr. John Moore, Dr. Don Orth,

Invited Guests: Ms. Nancy Feuerbach, Mr. Jamie Kalista, Dr. Sherri Turner

Approval of the agenda: Approved.

Approval of minutes from February 1, 2006: Approved as amended; Dr. Tom Ollendick was absent with notification.

Committee Reports

Graduate Curriculum Committee (GCC): Dr. Brian Mihalik reviewed the minutes from January 26th, 2006. The minutes were approved. The College of Agriculture and Life Sciences online degree will be presented to the commission at their next meeting for a first reading.

AP faculty / staff admissions: No report.

Graduate Student Appeals: No report.

Graduate Student Relations: No report.

Degree Requirement Standards Criteria and Academic Policy (DRSCAP): Dr. Rude reported that there is an ongoing discussion about 4000 level courses in the graduate curriculum.

University Council: Dr. Scott Case report that the two EDP spin-off degrees and the course withdrawal policy were presented for a first reading. The PhD in Rhetoric and Writing degree was approved and the School of Construction proposal was approved.

Other Reports

Graduate Student Assembly (GSA): Mr. Osama Marsouk reviewed a handout which charted the increase in student fees from 1995-96 thru 2005-06. Following a lengthy discussion in which the commission attempted to understand the structure and design of the student fee system, the commission gave up and agreed to extend an invitation to M. Dwight Shelton Jr., Vice President for Budget and Financial Management at Virginia Tech. Dr. Case will invite Mr. Shelton to the next [or an upcoming] commission meeting.

Graduate Honor System (GHS): No report.

University Library Committee (ULC): Dr. Eileen Hitchingham discussed the commission's letter of support underscoring the importance of the library's importance in accomplishing the university's long-term goals in expanding the gradual and research programs. Dr. Hitchingham also reviewed the University Library Committee's letter to President Steger and Provost [1/20/06] McNamee which described the current state of library funding to the university administration. Dr. Hitchingham reviewed the University Library expenditure with those of SCHEV and top 30 peers. The commission agreed that the library discussion was critical and requested that it appear as an agenda item at the next commission meeting.

Old Business: Dr. Case requested that at the next commission meeting we revisit the issue of collaborative international degree programs. He requested feedback by Friday.

New Business: None

Announcements: Mr. Jamie Kalista reported that student activity fees increased seventeen dollars this year; this money did not go toward any student organizations. The GSA elections are in March Mr. Kalista asked commission members to encourage students with leadership abilities to run for office.

Adjournment: The meeting was adjourned at 4:38.

Respectfully submitted:

Ms. Nancy B. Feuerbach, on behalf of

Dr. Karen P. DePauw, Vice Provost for Graduate Studies and Dean of the Graduate School

Minutes

Commission on Graduate Studies & Policies

March 1, 2006

3:30 pm – 5:00 pm

Room 206, Sandy Hall

Present: Mr. Chris Bassler, Dr. Ron Daniel, Dr. Kevin Davy, Dr. Karen DePauw, Ms. Pat Donovan, Dr. François Elvinger, Professor Bill Galloway, Dr. Eileen Hitchingham, Ms. Nicole James, Mr. Greg Lemmond, Dr. Gail McMillan, Ms. Margaret Merrill, Dr. Brian Mihalik, Dr. Tom Ollendick, Dr. Don Orth, Dr. Carolyn Rude

Absent with Notification: Dr. Scott Case, Mr. Osama Marsouk, Dr. Sue Murrmann, Dr. Jerry Niles, Dr. Susan Short, Brian Whitaker

Absent without Notification: Mr. Sumeet Bagai, Dr. John Moore

Conference call in: Dr. Barbara Allen

Invited Guests: Ms. Nancy Feuerbach, Mr. Marvin Foushee, Mr. Jamie Kalista

Approval of the agenda: Approved.

Approval of minutes from February 15, 2006: Approved

Committee Reports

Graduate Curriculum Committee (GCC): The minutes from February 9, 2006 were approved. The online agriculture degree will be appear as a March 15 agenda item under “old business” for a second reading.

AP faculty / staff admissions: No report.

Graduate Student Appeals: No report.

Graduate Student Relations: No report.

Degree Requirement Standards Criteria and Academic Policy (DRSCAP): Professor Galloway reported on the committee’s recent meeting activities. Dr. Anne McNabb had supplied the committee with the demographics of faculty / staff who are candidates for graduate degrees at Virginia Tech. DRSCAP is developing a supplemental form to attach to the current application which will address conflict of interest issues. Several examples were given of potential conflicts. The committee will eventually have a formal recommendation for the commission.

University Council: The English PhD in Rhetoric and Writing was approved, the “WG” resolution passed [effective spring 2006], the EDP spin-off degrees passed.

Other Reports

Graduate Student Assembly (GSA): The fee issue was discussed at the delegate meeting. Nominations and elections are held in March. Mr. Kalista invited commission members to encourage students to apply for leadership positions. Partial tuition remissions are available.

Graduate Honor System (GHS): Mr. Brian Whitaker forwarded the following updated report to the commission: *One case from the fall 2005 semester has been closed. The two remaining cases from fall 2005 are currently under investigation. No reported cases for spring 2006 at this point.*

University Library Committee (ULC): No report.

Old Business: Following discussion, the commission agreed to send the following letter of support to the university library committee:

To Douglas Berry, III Chairperson University Library Committee

The Commission on Graduate Studies and Policies has received your letter concerning the University Libraries and the need to plan for sustained and incrementing funding support from the University for the Libraries.

We believe that appropriate funding for the Libraries is important if we are to accomplish those goals of the revised strategic plan that are related to expanding our graduate and research programs. The commission further believes excellent library collections and services are an essential component of the strategic plan.

Dr. Scott Case, Chair, will send the letter on behalf of the commission.

New Business:

Professional MBA: Dr. Karen DePauw presented the Professional MBA program to the commission for their review. This program replaces the "TV MBA". The program will be an agenda item at the next commission meeting.

CGS&P and GCC chairs will need to be appointed / nominated for the upcoming (2006 – 2007) year.

Ethics and Responsible Conduct of Research (RCR) Discussion: The Council of Graduate Schools is very involved in promoting and encouraging graduate schools to have workshops and/or training / websites on the responsible conduct of research and we [VT Graduate School] hope to get something on our web site. Some departments and colleges are already familiar with areas of this issue, i.e., human participation in research, animal rights, avoiding plagiarism, and so on. Still, there are ongoing concerns and reasons for emphasis for RCR. Dr. DePauw will bring a presentation from ODU to an upcoming meeting and open a discussion on how we can implement a program on RCR at VT. This discussion can be broadened to include how we talk about ethics in teaching, and advising, etc. It would be helpful to develop an [campus-wide] inventory of what is being done at the departmental level.

Graduate Honor Society: Dr. DePauw also asked the commission to also consider, as part of the dialogue on ethics, a conversation on plagiarism, i.e., authorship and the student thesis, and consequences of plagiarism.

Adjournment: The meeting was adjourned at 4:47

Respectfully submitted:

Ms. Nancy B. Feuerbach, on behalf of

Dr. Karen P. DePauw, Vice Provost for Graduate Studies and Dean of the Graduate School

Minutes

Commission on Graduate Studies & Policies

March 15, 2006

3:30 pm – 5:00 pm

Room 206, Sandy Hall

Present: Dr. Scott Case, Dr. Ron Daniel, Dr. Kevin Davy, Dr. Karen DePauw, Dr. François Elvinger, Professor Bill Galloway, Mr. Greg Lemmond, Mr. Osama Marsouk, Dr. Ewen McLean for Dr. Don Orth, Dr. Brian Mihalik, Dr. Sue Murrmann, Dr. Jerry Niles, Dr. Carolyn Rude

Absent with Notification: Dr. Barbara Allen, Mr. Chris Bassler, Dr. Eileen Hitchingham, Ms. Nicole James, Ms. Gail McMillan, Ms. Margaret Merrill, Dr. John Moore, Dr. Tom Ollendick, Dr. Susan Short, Mr. Brian Whitaker

Absent without Notification: Mr. Sumeet Bagai, Ms. Pat Donovan

Invited Guests: Ms. Nancy Feuerbach, Mr. Marvin Foushee, Mr. Jamie Kalista, Dr. Anne McNabb, Mr. Dwight Shelton

Approval of the agenda: Approved.

Approval of minutes from March 1, 2006: Approved with one correction. Mr. Marvin Foushee was present at the March 1st meeting.

Mr. M. Dwight Shelton, Jr.

Dr. Scott Case introduced Mr. Dwight Shelton, Vice President for Budget and Financial Management of Virginia Tech, who presented an overview of the university financial structure and responded to questions from members of the commission

Committee Reports

Graduate Curriculum Committee (GCC): The commission approved the online MS CALS degree.

AP faculty / staff admissions subcommittee: Dr. Case asked that any questions about the handout from Dr. Susan Short which was distributed to the commission [electronically] prior to the meeting be directed to him. He will make sure she receives the questions prior to the next meeting.

Graduate Student Appeals: No report.

Graduate Student Relations: No report.

Degree Requirement Standards Criteria and Academic Policy (DRSCAP): No report

University Council: No Report.

Other Reports

Graduate Student Assembly (GSA): Mr. Jamie Kalista announced that elections will be held next week. An upcoming dinner dance is planned and information can be found on the GSA website.

Graduate Honor System (GHS): No Report.

University Library Committee (ULC): No report.

Old Business:

Dr. Case reminded the commission that the online CALS degree required a resolution for a first reading at the next University council meeting. Dr. Case asked commission members to send him questions about the MBA Program for Working Professionals.

New Business:

Dr. Karen DePauw reviewed the “manuscript format” guidelines for dissertation/thesis.

Announcements

Graduate Education Week is from March 27 – March 31. The Virginia Council of Graduate Schools Graduate Student Research Forum is March 29th in Richmond, Virginia.

Adjournment: The meeting was adjourned at 5:07

Respectfully submitted:

Ms. Nancy B. Feuerbach, on behalf of

Dr. Karen P. DePauw, Vice Provost for Graduate Studies and Dean of the Graduate School

Minutes

Commission on Graduate Studies & Policies

April 5, 2006

3:30 pm – 5:00 pm

Room 206, Sandy Hall

Present: Mr. Chris Bassler, Dr. Scott Case, Dr. Karen DePauw, Ms. Pat Donovan, Dr. François Elvinger, Professor Bill Galloway, Dr. Eileen Hitchingham, Ms. Nicole James, Mr. Osama Marsouk, Ms. Margaret Merrill, Dr. Brian Mihalik, Dr. Tom Ollendick, Dr. Don Orth, Dr. Carolyn Rude, Dr. Susan Short, Mr. Brian Whitaker

Absent with Notification: Dr. Barbara Allen, Dr. Ron Daniel, Dr. Kevin Davy, Mr. Greg Lemmond, Ms. Gail McMillan, Dr. John Moore, Dr. Sue Murrmann, Dr. Jerry Niles

Absent without Notification: Mr. Sumeet Bagai

Invited Guests: Ms. Nancy Feuerbach, Mr. Marvin Foushee, Mr. Jamie Kalista, Dr. Anne McNabb, Ms. Jacqueline Nottingham

Approval of the agenda: Approved.

Approval of minutes from March 15, 2006: Approved.

Committee Reports

Graduate Curriculum Committee (GCC): The minutes from March 23, 2006 were approved as amended by Mr. Marvin Foushee.

AP faculty / staff admissions subcommittee: Dr. Susan Short reviewed the recommendations from the subcommittee addressing staff and A/P faculty graduate student eligibility. The policy is in place; the subcommittee was charged with developing a procedure. The commission approved the recommendations below:

Recommendations

The CGSP sub-committee reviewed statistics associated with currently enrolled graduate students as well as guidelines provided by several other colleges and universities. After thorough and thoughtful discussion, the CGSP sub-committee recommends the following procedures to fairly and equitably meet the unique needs of staff and administrative/professional faculty pursuing graduate degrees at Virginia Tech.

1. Beginning with the Fall 2005 cohort, staff and administrative/professional faculty applying for admission to the Graduate School have automatically been identified by the Banner system.
2. As a component of the graduate application, a potential student, graduate advisor, and supervisor/department head will sign the Graduate School Application Supplemental Form that specifically addresses potential conflicts of interest, time, and commitment between the student and employer. Successful applicants will:

- a. Satisfy all admission and program requirements;
 - b. Submit a preliminary program of study with a stated timeline and department/program approval;
 - c. Make arrangements for satisfying doctoral residency requirements with their employer;
 - d. Conduct thesis/dissertation research that is distinguishable from work completed as a part of employment responsibilities;
 - e. Abstain from service on university committees dealing with curricular decisions and policy/procedures for graduate education;
 - f. Avoid situations which may create a conflict of interest including those which could arise from pursuit of a degree in one's own unit and those which are directly administratively related to the staff member's unit of employment. Employment supervisors will abstain from chairing and/or serving on the candidate's graduate thesis/dissertation advisory committee; and
 - g. Reach a common understanding concerning the relationship between job responsibilities and the required academic study.
3. Requests for admission to the Graduate School for staff and administrative/professional faculty will be reviewed by the Graduate School using guidelines provided. On behalf of the Commission, appeals will be considered by the Graduate Student Appeals sub-committee of the Commission for Graduate Studies and Policies.

A staff and administrative/professional faculty application supplemental form will be developed by the Graduate School.

Graduate Student Appeals: No report.

Graduate Student Relations: No report.

Degree Requirement Standards Criteria and Academic Policy (DRSCAP): No report

Other Reports

Graduate Student Assembly (GSA): Mr. Jamie Kalista announced that elections were held and the new Executive Board for 2006-2007 is:

Jory Ruscio, President
 LaChelle Waller, VP-Membership
 Laura Freeman, VP-Programs
 Konstantinos Krampis, Secretary
 Marshaun Glover, Treasurer

Graduate Honor System (GHS): No report.

University Library Committee (ULC): No report.

University Council: Dr. Case reported that there was a first reading of the online CALS MS degree at the Monday meeting.

Old Business:

Dr. François Elvinger agreed to be the chair of the commission and Professor Bill Galloway will chair the Graduate Curriculum Committee for the 2006-2007 academic year.

Dr. Karen DePauw discussed the concept of “expedited admissions” with the commission. Students interested in taking a maximum of six credits for one semester only could enroll at Virginia Tech essentially overnight. This would be primarily of interest to students at extended campus locations. The commission supported the concept and Dr. DePauw will report the results of the discussion to Graduate School personnel.

The commission approved the MBA Program for Working Professionals (replaced the TV MBA).

New Business:

Institutional Plan for Graduate Degrees (IPGD): Dr. DePauw reviewed the most recent IPGD.

TOEFL iBT: Dr. DePauw reviewed the internet-based TOEFL score which is currently available. The standard is the same, the scoring system is different. The Graduate School will be putting it on their web page. The Graduate School will probably recommend that the minimum score for the total should be 80 and, as a guideline, nothing less than 20 in reading, listening, speaking, and writing, for general admissions. A 26 should be required in speaking if the student is going to be a [international] GTA.

Dr. DePauw presented an overview of a case to the commission in which a student is asking for an exception to graduate admissions policy. The commission asked for more information on this particular case. Dr. DePauw will seek permission from the student before giving the commission more information.

Announcements: Dr. Tom Ollendick announced that Dr. Stephen Suomi will be speaking on Thursday, April 13th, at 2 pm in Fralin Auditorium, an event co-sponsored by the Department of Psychology and the Graduate School.

Adjournment: The meeting was adjourned at 5:03

Respectfully submitted:

Ms. Nancy B. Feuerbach, on behalf of

Dr. Karen P. DePauw, Vice Provost for Graduate Studies and Dean of the Graduate School

Minutes

Commission on Graduate Studies & Policies

April 19, 2006

3:30 pm – 5:00 pm

Room 206, Sandy Hall

Present: Dr. Scott Case, Dr. Karen DePauw, Dr. Kevin Davy, Dr. François Elvinger, Dr. Eileen Hitchingham, Mr. Greg Lemmond, Dr. Sue Murrmann, Dr. Tom Ollendick, Dr. Don Orth, Dr. Carolyn Rude, Dr. Susan Short

Absent with Notification: Dr. Barbara Allen, Mr. Chris Bassler, Dr. Ron Daniel, Ms. Pat Donovan, Prof. Bill Galloway, Ms. Nicole James, Ms. Gail McMillan, Mr. Osama Marsouk, Ms. Margaret Merrill, Dr. Brian Mihalik, Dr. John Moore, Dr. Jerry Niles, Mr. Brian Whitaker

Absent without Notification: Mr. Sumeet Bagai

Invited Guests: Ms. Nancy Feuerbach, Mr. Marvin Foushee, Mr. Jamie Kalista, Ms. Monika Gibson, Ms. Frances Keene, Ms. Jacqueline Nottingham

Approval of the agenda: Approved.

Approval of minutes from April 5, 2006: Approved.

CSA Resolution, 2005-2006

Ms. Frances Keene, Director of Judicial Affairs, Office of Student Programs, reviewed the “Resolution for Changes to University Policies for Student Life, Commission on Student Affairs Resolution CSA 2005-2006A”. She specifically addressed item (1): Sharing Information with the Undergraduate and Graduate Honor Systems.

Dr. DePauw expressed her concern with respect to “violation of privacy”; the resolution is currently in violation of the GHS constitution. As well, Dr. DePauw said that in her role as a decision maker, she preferred not to have information about the student that is unrelated to the academic issue under consideration.

Ms. Keene asked commission members to send her an e-mail if they had concerns about the resolution.

Dr. Case will inform University Council that the commission requests this resolution be withdrawn until next year. The commission did not feel it had enough information on this issue to make a recommendation or decision in this academic year.

Committee Reports

Graduate Curriculum Committee (GCC): The minutes from April 5 were approved with two additional courses presented by Mr. Marvin Foushee and the addition of a request for a graduate certificate approval for “Macromolecular Interfaces with Life Sciences Graduate Certificate”.

AP faculty / staff admissions subcommittee: No report.

Graduate Student Appeals: No report.

Graduate Student Relations: No report.

Degree Requirement Standards Criteria and Academic Policy (DRSCAP):

Dr. Carolyn Rude reported that DRSCAP had considered several options when discussing the issue of 4000 level graduate credits. At this point, DRSCAP does not recommend a policy change. The committee recommends adding some statements in the Graduate Catalog which would articulate the value of graduate education and describe when it would be appropriate to include a 4000 level course as a part of graduate education.

Other Reports

Graduate Student Assembly (GSA): Mr. Jamie Kalista reported that GSA held their last meeting of the year. He announced an upcoming town election candidate forum sponsored by GSA and SGA.

Graduate Honor System (GHS): No report.

University Library Committee (ULC): Dr. Eileen Hitchingham announced that the ULC will hold its last meeting of the academic year on April 20th. Minutes from the most recent meeting are forthcoming. She reported that several statements of support have been collected. Next year there will be a focus on engaging undergraduates in a learning process, i.e., how to use information “for the rest of their life”. For the first time, the library is holding “Faculty Authors Day”, April 29th, 2006.

University Council: Dr. Scott Case reported that the online CALS degree proposal was approved.

NRC Doctoral Assessment Study

Dr. Karen DePauw announced that the National Research Council (NRC) is conducting an assessment of research doctorates. Virginia Tech should be getting an official letter from the NRC in April notifying us that we can participate; the study should be complete by December 2006. Dr. DePauw has been named the “institutional coordinator”. She will keep the commission informed and involved in the process.

The website is: <http://www7.nationalacademies.org/resdoc/index.html>

Dr. DePauw will attach a PowerPoint presentation to the April 19th minutes.

VT MENA Report

The commission reviewed the VT-MENA First Semester Progress Report from Dr. Sedki Riad. The commission noted that there was only one female student and suggested that perhaps the program could address this in their recruiting efforts. The commission will send further comments and concerns to Dr. DePauw.

Old Business:

The commission discussed an ongoing admissions appeal.

New Business:

Dr. DePauw thanked Dr. Scott Case, Dr. Kevin Davy, Dr. Brian Mihalik, Dr. Carolyn Rude, Dr. Susan Short, and all of the commission members for their efforts during the 2005-2006 academic year.

Announcements:

Dr. DePauw invited the commission to a reception on May 16th honoring both the commission and the Graduate Curriculum Committee for their efforts.

Adjournment: The meeting was adjourned at 5:06

Respectfully submitted:

Ms. Nancy B. Feuerbach, on behalf of

Dr. Karen P. DePauw, Vice Provost for Graduate Studies and Dean of the Graduate School