

**Graduate Administrators Council (GAC)**  
**Minutes for Thursday, October 11, 2012**  
**Koch Hall Board Room**  
**9:00 am to 10:30 am**

Attending: Brenda Neumon Lewis, Chair, Missy Barber, Chris Osgood, Robert Wojtowicz, Bonnie Van Lunen, Isao Ishibashi, Sharon Judge, Lynn Ridinger, Richardean Benjamin, Joanne Scheibman, and Osman Akan

Guests: Dr. Chandra de Silva and Mr. Jim Duffy

**Approval of September 27, 2012 Minutes**

- Minutes were approved as submitted.

**Announcements/Updates**

- Graduate Administration Workshop – Dr. Lewis indicated comments and evaluation scores were very good. There was good participation and a lot of positive energy in the room, especially during the panel discussion.
- The GSO CV Writing Workshop is to be held on Friday, October 19, 2012.
- SCHEV Workshop is to be held on Thursday, November 8 and Friday, November 9, 2012. It will be conducted by Dr. Monica Osei from SCHEV.
- Dr. Lewis advised Council that there were handouts from the Graduate Administration Workshop available.
- The latest edition of the Graduate News newsletter has been sent to all graduate students. OGS will send it electronically to the Graduate Administrators Council.

**Provost's Retreat – Dr. de Silva**

- Dr. Lewis informed Council regarding the focus of the Provost's Retreat this year, which was graduate education, graduate programs, and the issues around them. Dr. Lewis asked Dr. de Silva to speak to Council to provide information regarding what was discussed.
- Dr. de Silva advised Council that the focus on graduate students and education is not a one-time issue. He stated the Provost wants to focus on graduate education.
- Dr. de Silva is planning to conduct a department chair workshop on November 13<sup>th</sup> on recruitment and retention of graduate students. Council recommended that graduate program directors be included in the workshop. Dr. de Silva is also interested in having Deans to look at the situation as well.
- Dr. de Silva mentioned Council's suggestion that the International English instructor be expanded to serve the students in the University not just the College of Sciences. He recommended that the committee contact the Executive Director for International Programs and work with him when developing the proposal.
- Dr. de Silva identified areas of strength in graduate programs.
  - Faculty
  - Good Internship Opportunities
  - Caliber of Students
  - Ranking of Programs
  - Raising of Standards
  - Faculty involvement



### **Follow-up to Discussion on ABT Policy Recommendation – Jim Duffy**

- Council presented the idea of allowing Master's students in their final semester to take one credit hour and be considered full-time to Jim Duffy. It was pointed out that students need to continue as GA/TA's as full-time students when they may not need to take a full load of courses. This costs the student additional money, it costs the University money, and there is also the issue of the integrity of the transcript of the student.
- Jim Duffy was in favor of the proposal; however, he wanted to know how many people per semester would be affected so he could get an ideal of the actual numbers.
- The next steps would be to gather the requested data and expand proposal and prepare electronically in order to move forward to Provost's Council.

### **Doctoral Mentoring Award**

- Dr. Ardalan has made the changes as suggested. Dr. Lewis made a motion to adopt the new policy and the motion passed. The call for nominations will go out to the colleges.

**Update on VCGS/VAGEP Td [(t(os)D)2(r)3(. A)2(r)3(u3(e)4( )TJ 0 -1.14 TD [/P < <</Mfw [(nd pr)3**