

Graduate Administrative Council (GAC)
Minutes for Thursday, February 27, 2014
BAL 9024
9:00 am to 10:30 am

Attending: Brenda Neumon Lewis, Chair, Iva Stoyneva, Craig Bayse, Ravi Mukkamala, David Selover, Isao Ishibashi, Brian Payne, Bill Heffelfinger, Richardean Benjamin, Intiaz Habib, Ali Ardalan, Lynn Ridinger, Robert Wojtowicz

Guest Speaker: Corey van Vlymen

Approval of February 13, 2014 Minutes

- Minutes were approved as submitted.

Discussion GA employment regulations

- Corey van Vlymen explained the current updates on his work in regards to SACS policy about GA employment. He clarified specific aspects of the policy that varies between the difference colleges and the different programs.
- He also explained summer enrollment issues in regards to GAs. He specified that some departments only have a budget for GAs for the fall and spring semesters, and no money for summer. In these cases some students get converted to hourly employees for the summer, and need to be listed back again as GA's at the beginning of every Fall semester.
- Other specific student cases that were discussed in regards to GA employment were: international students, cross-listed students.
- Corey van Vlymen also mentioned upcoming changes in the health insurance policies for GAs due to the Affordable Care Act.
- Dr. Ardalan asked if he can figure out if a student has been employed in another department.
- Corey van Vlymen said that this information is available on Banner, or they can call HR to find this information.
- Dr. Lewis said that she thinks that the university agreed that to stay within guidelines, students should not work more than 29 hours a week.
- Corey van Vlymen agreed. He clarified that he is talking more about hours worked not class hours.
- Dr Ardalan stated that for each 3 credit hours, the expectation is 9 hours of work per week.
- Dr. Wojtowicz said that Arts and Letters went through trouble with the SACS policy. He brought up his concern with adjunct shortage in some of the departments. He said that in some departments, first year students are teaching classes.
- Corey van Vlymen stayed that it depends on the type of degree. Terminal degrees such, as an MFA, are allowed to teach.

- Dr. Wojtowicz said that it was his understanding that, with supervision, graduate TA's can teach session as instructors of record.
- Corey van Vlymen said that Banner is about ranking credentials and the instructor on record should be the supervisor in most cases. If the student came in to the program with a Master's degree, then the regulations would be different.
- Dr. Wojtowicz said that he needs to get this information to the GPD's.
- Van Vlymen explained the history of how issues with regulations and tracking data have changes throughout the years. He is said that reporting formats are also currently changing.
- Dr. Benjamin asked about the large purpose of these changes as they relate to the unique circumstance of VA.
- Corey van Vlymen stated that the process has not been finalized, and that SACS is still collecting data in order to come up with better policies.
- Dr. Lewis stated that van Vlymen will be going to different departments in order to explain how the new changes work in the difference programs. He will be meeting with different GPD's and Department Chairs to discuss their specific circumstances.

Announcements/Updates

- Dr. Lewis reminded the Associate Deans about submissions for the Doctoral Mentoring Award nominees.
- Dr. Lewis said that Friday, Feb 14, there will be a workshop to discuss the process for development of new degrees and certificates. DL is scheduled to have a forum at 3 pm. Dr. Lewis said the workshop could be moved to 1:30 pm, so that people can do both.
- Dr. Payne announced a scheduled Brown Bag to discuss what departments are doing to marketing graduate programs. He clarifies that the meeting does not have prescriptive purpose, but rather it is interested in faculty and staff from different departments learning from each other.

Discussion GRAD 2014

- Dr. Lewis thanked the Associate Deans for their outstanding work with recruiting participants for the GRAD 2014 event.
- Dr. Lewis asked for help with facilitating the Oral Presentations during GRAD.
- Dr. Ridinger agreed to facilitate the College of Education's sessions.
- Dr. Wojtowicz agreed to facilitate the College of Arts and Letters
- Dr. Payne agreed on facilitating whichever session is needed.
- Dr. Mukkamala said that he will try to recruit somebody from the College of Sciences to be a facilitator.
- Dr. Lewis asked to encourage people to attend the poster session.
- Dr. Ardalan asked what time would the rush at the North Mall be, so that he can tell faculty members to attend the poster presentations and ask students questions about their work.

Discussion NAGPS

- Dr. Lewis updated council about the progress with the organization of the NAGPS regional conference. She asked the council to support outstanding students to attend the conference. She said that the registration fee will be \$45. Dr. Lewis also asked if the Associate Deans can appoint students to participate in the conference. She mentioned that the GSO also needs to recruit people.
- Dr. Benjamin said that she has already gotten funding approved for students to register to the conference.
- Dr. Mukkamala will also ask for funding in order to support students from the sciences.
- Dr. Wojtowicz also said that he will check for funding for students from the College of Arts and Letters.
- Dr. Mukkamala asked about deadline registration to the NAGPS regional conference
- Dr. Lewis said that she will check on that and she will get back to him with that information.

Additional Topics

- Dr. Payne expressed his positive feedback from the Provost Council Retreat and thanked the Associate Deans for working on the reports.