

Graduate Administrators Council (GAC)
Minutes of Thursday, January 20, 2011
Koch Hall Board Room
8:30-10:00 a.m.

Attending: Brenda Neumon Lewis, Chair, Sarah Snowden, Robert Wojtowicz, Mona Danner, Sharon Judge, Christopher Osgood, Mike Overstreet, David Selover, Osman Akan, Isao Ishibashi, Richardean Benjamin, Dennis Gregory,

Approval of January 6, 2011 Minutes

- Minutes were approved.

Announcements/Updates- B. Lewis

Reminder, Catalog Drafts due February 15

- Dr. Lewis indicated that catalog drafts are due from the Associate Deans by February 15, 2011.

GTAI Survey Responses

- Dr. Lewis indicated that it appeared from the student surveys that the spring GTAI Institute was a success. Dr. Lewis informed Council that Provost Simpson still expects the colleges to do follow-up training and presentations for the second day of the institute. There was a discussion about sending out information. Dr. Lewis stated that the Office of Graduate Studies would be willing to email all the letters to students attending the institute to decrease confusion. Council agreed this would be the procedure for the fall. It was also agreed the colleges should email their letter with the second day's activities and schedule to Sarah Snowden.

"Graduate News" Newsletter

- Dr. Lewis announced that the Office of Graduate Studies will produce a "Graduate News" newsletter. The newsletter will cover graduate issues and activities from all graduate programs. There will be hardcopies as well as e-versions. She asked Council to share it with their faculty and students. Also, she asked Council to forward information they would like included in the newsletter to the Office of Graduate Studies.

Fall 2011 Test and GTAI Dates

- Dr. Lewis announced that the fall GTAI Institute will be held on August 25 and August 26. The TOEFL and SPEAK Test is scheduled on August 22, and the Retake SPEAK Test is scheduled on August 24. She also announced that the New Graduate Student Orientation will be held on August 18, 2011

Continuance Data Reports

- Dr. Lewis indicated that she has given this data to the Associate Deans in the packets as well as electronically. There was no discussion regarding the data.

Graduate Research Day

- Dr. Lewis stated that she reviewed Council's suggestions regarding the Graduate Research Day with Provost Simpson. She stated that she planned to proceed with the plans but to hold a very small event this year. As was suggested, the students from the VCGS Research Forum will be invited to participate along with a small number of other graduate students. Webb Center is being explored as the venue with no more than 20-25 students participating.

Graduate Enrollment Decline

- There was a lengthy discussion on the decline in graduate enrollment. Various comments were made regarding the reasons for the decline. Students not being able to be reimbursed by their companies was one of the main factors mentioned. There was a suggestion to create a survey directed towards GPD's and Department Chairs to gather their input about the decline in graduate enrollment, tuition waivers, stipends, assistantships, resources, and the impact of decentralization of Graduate Studies. Dr. Lewis asked for volunteers to work on the survey. Drs. Danner and Wojtowicz volunteered.

Additional Items

- Ask Bill Heffelfinger to attend a Council meeting regarding Dashboard and Leonline.

Meeting Adjourned at 9:17