

Graduate Administrators Council (GAC)
Minutes of Thursday, March 25, 2010
Koch Hall Board Room
9:00-10:30

Attending: Philip Langlais, Chair, Brenda Neumon Lewis, Sarah Snowden, Robert Wojtowicz, Mona Danner, Danica Hays, Christopher Osgood, Mike Overstreet, Ali Ardalan, David Selover, Osman Akan, Isao Ishibashi, Martha Walker, Mary Swartz

Guest: Provost Carol Simpson

Approval of February 11, 2010 Minutes

Minutes were approved.

Announcements/Updates- P. Langlais

No announcements/updates.

Provost Simpson

- **Discussion of Graduate Studies**-Provost Simpson discussed the future plans for the Office of Graduate Studies. She reviewed many of the actions that have already begun toward decentralization. She further stated that each college will take responsibility for its graduate students and programs and that ultimately she expects each college to have its own School of Graduate Studies. Questions and concerns from Council were addressed. There was an extensive discussion on how specific functions that are now in OGS would be handled. Dr. Simpson indicated that much of what Dr. Langlais would be divided among the six colleges.
- **Discussion of new NSF, NIH and Institutional RCR Training Program and Export Control Policies** – Dr. Simpson assured the Council that while Dr. Langlais's many responsibilities would be redirected to either the colleges or Academic Affairs, Dr. Langlais would continue to provide leadership on RCR and export control activities.

Council of Graduate Schools Resolution-P. Langlais

- Dr. Langlais asked Council if there were any questions or concerns regarding the Council of Graduate Schools resolution. Council responded with no questions or concerns and Dr. Langlais indicated he will respond to CSGS indicating ODU supports the changes.

Revision of Catalog Reinstatement Policy-B. Lewis

- Dr. Lewis indicated that she submitted GAC's recommendation to change the function of the Graduate Appeals Committee to Provost Council and the recommendation was approved. She asked for a small committee including a GPD, to assist in rewriting the

language of the reinstatement policy in the catalog. Martha Walker and Robert Wojtowicz volunteered to be on the sub-committee.

Discussion on Doctoral Advisory Committee and the Dissertation Committee-B. Lewis

- The review of graduate forms has indicated a need for more clarity in the role of the Doctoral Advisory Committee. The catalog does not seem to specify the responsibilities of the Advisory Committee and it is clear that some Colleges do not use one. Dr. Wojtowicz suggested that the Reinstatement Policy subcommittee also address this issue.
- The subcommittee will meet and write a description of each committee requirements and responsibilities and bring back to Council for discussion

Enrollment Tracking Reports- R. Wojtowicz

- Dr. Wojtowicz stated that currently GPD's can only view their own graduate program on the I Drive. He asked if GPD's could have access to I Drive to view the entire college's graduate programs. Dr. Langlais responded that the Deans of the colleges will have to make that request and he will put it on the Provost Council agenda

Recording of completion of Master' degree/formal admission to Ph.D. program-M. Swartz

- Dr. Langlais described difficulties in getting accurate accounting of the number of students enrolled in masters and doctoral program. His understanding is there are difficulties in properly recording in Banner a student's progress from a masters program to doctoral or failing to complete a doctoral program and being awarded a masters degree. Mary Swartz indicated that currently these types of changes cannot be recorded in Banner. Dr. Langlais asked that the Registrar determine what programs are involved and to make recommendations for improving the accuracy of tracking a student's degree status.

Meeting Adjourned at 10:30