

Graduate Administrators Council (GAC)
Minutes of Thursday, October 7, 2010
118 Education Building
9:00-10:30 a.m.

Attending: Brenda Neumon Lewis, Chair, Sarah Snowden, Robert Wojtowicz, Mona Danner, Bonnie Van Lunen, Christopher Osgood, Ali Ardalan, Osman Akan, Isao Ishibashi, Martha Walker, Richardean Benjamin, Dennis Gregory

Guests: Renee Olander, Bob Norman, Barry Smith

Approval of September 23, 2010 Minutes

- Minutes were approved.

Announcements/Updates- B. Lewis

Mini Workshop-October 19, 2010, 8:30-11:00

- Dr. Lewis announced that the Office of Graduate Studies will have a mini workshop on October 19, 2010 that will focus on graduate policies and procedures. She also advised Council to encourage GPD's to attend.

Reinstatement Policy/ Graduate Appeals Committee

- Dr. Lewis stated that the reinstatement policy proposal, which will change the function of the Graduate Appeals Committee, was approved by Committee C and will be sent to the full Senate for approval and then to the Provost for final approval. If it passes this will not be in effect until fall 2011.

Continuance Policy/Enrollment Notification

- Dr. Lewis asked Council to remind the GPD's about the enrollment policy. Students must be enrolled in the semester that they are graduating. Sarah Snowden sends out a notification email with a list of students to the Associate Deans regarding those students who are not enrolled but have applied for graduation. Dr. Lewis asked the Associate Deans to make sure GPD's are reviewing these lists.

Discussion, Graduate Enrollment-Renee Olander, Bob Norman and Barry Smith

- Dr. Lewis announced the guests to Council to discuss graduate program degree development at the Higher Education Centers.
- Renee Olander discussed the 3 regional centers: Virginia Beach, Portsmouth, and the Peninsula Center. She stated that she has been asked to look at ways to increase graduate programs at the centers, amplify graduate enrollment and raise awareness of the centers.
- There was a lively discussion on the benefits and disadvantages to moving programs to the centers. While the Council expressed overall support for increasing graduate programs at the centers, there was concern that the challenges of faculty workload and the lack of resources were issues that had to be addressed before this could occur in any substantial way.

Update on Graduate Admission/Retention Committee- R. Wojtowicz and Chris Osgood

- Dr. Wojtowicz gave an overview of the first meeting of the Graduate Admission/Retention Committee. He indicated that the direction that committee will take is still being determined. Also, he indicated that the search for the new Director of Graduate Admissions is at the point of bringing candidates to campus.
- Dr. Osgood stated that the Graduate Student Organization attended the Attention and Retention Committee meeting. There was a discussion on the funding for the Graduate Student Organization. Dr. Osgood also mentioned that Jenny Foss and others have been working on the insurance issue for graduate students.

Discussion 600, 700/800 Course Designations

- Dr. Lewis stated that this issue was sent to Faculty Senate to be addressed. Committee C agreed it should be addressed by GAC first. Currently there are no specific designations for the use of 500,600, 700 and 800 level courses in the Numbering Policy. Dr. Lewis stated that there should be some clarification on the course designations. Council agreed to form a sub-committee of: Drs. Osman, Osgood and Wojtowicz to explore how each college uses these numbers and develop language for the catalog on how the numbers should be used. Dr. Osman requested that the Associate Dean from each college send him an explanation of how the 600, 700 and 800 courses are used in their college.

Additional Items

- Council agreed to change the scheduled Council meeting time of 9:00-10:30 to 8:30-10:00 due to schedule conflicts.

Meeting Adjourned at 10:20