

Graduate Administrators Council (GAC)
Minutes for Thursday, November 8, 2012
Koch Hall Board Room
9:00 am to 10:30 am

Attending: Brenda Neumon Lewis, Chair, Missy Barber, Chris Osgood, Robert Wojtowicz, Joanne Scheibman, Isao Ishibashi, Mary Swartz, Bill Heffelfinger, Richardean Benjamin, Ali Ardalan, Carolyn Rutledge, Lynn Ridinger, Osman Akan, and David Selover

Guests: Mr. Mike Frizzell, Parking Services
Ms. Cynlithia Williamson, Parking Services

Approval of October 25, 2012 Minutes

- Minutes were approved as submitted.

Presentation by Mr. Mike Frizzell, Parking Services

- The Graduate Student Organization raised the issue of getting Faculty/Staff parking passes for those graduate students that are teaching, research, and administrative graduate assistants. At the present time, Faculty/Staff permits are only available to PhD teaching assistants. Dr. Lewis invited Mike Frizzell from Parking Services to discuss the issue and answer questions that Council may have.
- Mike Frizzell gave a presentation on ODU's current parking situation. The campus is approximately 180 acres, with 4200 spaces in garages and 4800 that are not. Revenues = expenditures at \$6.2 million per year. There is a parking advisory committee made up of 20 members including faculty, staff, and students that meets once a month.
- ODU is currently meeting the general ratio of passes sold to the number of spaces on campus in each category of users.
- Adjunct Faculty pay \$72 per year. Graduate Students with Faculty/Staff permits pay the Group I rate of \$238 per year.
- Mike Frizzell surveyed other SCHEV peer schools and they do not offer graduate student parking.
- Dr. Lewis relayed the issue from the student's perspective. First, there is no consistency across the University with regard to students being able to get a letter to get a Faculty/Staff pass, and second, as stated, the policy is only for doctoral teaching assistants. There is also a security issue for students working in labs at night.
- Mr. Frizzell indicated if we allow all graduate assistants to have Faculty/Staff parking, there will be a direct impact on faculty parking services budget. He pointed out students currently can park in Faculty/Staff spaces after 3:45 pm.
- Mike Frizzell offered a possible solution to sell commuter passes by rank, so graduate students/assistants would be able to purchase their parking passes first.
- Council asked how our parking prices compare with other institutions. Frizzell said that we are cheap, providing garage parking at surface pricing.
- It was agreed that Council would continue to review the issue and may make a recommendation to Parking Services at a later time. Dr. Lewis thanked Mr. Frizzell for attending the Council meeting.

Announcements

- Dr. Monica Osei from SCHEV will be conducting a workshop this afternoon and Friday on the process for new degree proposals.
- Master's and Doctoral Reception – December 12, 2012 at 5:30 pm, Gordon Art Galleries. Dr. Lewis asked that faculty be encouraged to attend. Council commented that the RSVP process was complicated. Also, it was suggested that teaching and advising faculty be invited as well.
- Courseleaf Training – November 7, 1:00 pm to 3:00 pm, BAL 1013B & November 15, 2012, 12:30 to 3:00 pm, BAL 1013C. Missy Barber reminded everyone about the course updating email sent out by Judy Bowman.

Review of GSO Parking Survey

- Dr. Lewis provided a draft copy of the Parking Survey prepared by the Graduate Student Organization for Council to review. Several recommendations were made by Council. It was also suggested that student level be added and that the survey ask if students would be interested in a Faculty/Staff permit and where they would prefer to park (which garage). Council recommended the survey be sent to all graduate assistants after the changes are made.

Review of Award Letters

- Award letters from the different colleges were reviewed.
- It was agreed award letters need to be updated to inform students that their financial aid award will be affected by other income. Council was encouraged to share with department chairs and GPD's.
- Council requested that we follow-up with Debra May to get the cut off amounts for financial aid.

International Instruction Proposal

- Dr. Lewis met with Provost Simpson and she is interested in pursuing ways to support international students to ensure they are successful. Dr. Lewis mentioned Council's discussions about broadening the program provided by the College of Sciences to a University-wide program. Dr. Simpson is supportive of the idea. Dr. Lewis asked that the committee reconvene and put together a proposal as soon as possible. Dr. Osgood said the committee was making good progress and only had to meet with the Director of International Programs before finalizing the proposal.

Additional Topics

- Curriculum change deadline is December 1, 2012.

10:20 am – Meeting Adjourned.