



Graduate Studies Committee

January 17, 2008

2:00PM to 3:00PM

Dean's Conference Room (4307, HPNP)

Members: Dr. Ray Bergeron (MC), Dr. Ian Tebbett (MC-Forensics), Dr. Jeff Hughes (PC), Dr. Tony Palmieri (PC), Dr. Michael Katovich (PD), Dr. Carole Kimberlin (PHCA), Dr. Reggie Frye (PP), Mr. Matthias Fueth (GS), Dr. Bill Millard (ORGS), Ms. Deborah Stowell (ORGS)

Guest(s): None



AGENDA TOPICS

- ✚ **Accept Minutes** – from the November 1, 2007 meeting. There was no meeting in December.
- ✚ **Program Review** – progress made, updates, duties divided between Debbie and Departments
- ✚ **Fall Alumni Fellowships**
- ✚ **Research Showcase Oral Competition Finalists**
- ✚ **Council of Graduate Deans Meeting**
- ✚ **Graduate Student Letter Templates** – Admissions Letter and Letter of Appointment



Graduate Studies Committee

Minutes from January 17, 2008

Members: Dr. Ray Bergeron (MC), Dr. Ian Tebbett (MC-Forensics), Dr. Jeff Hughes (PC), Dr. Michael Katovich (PD), Dr. Carole Kimberlin (POP), Dr. Reggie Frye (PP), Dr. Bill Millard (ORGS), Ms. Deborah Stowell (ORGS) **Absent:** Dr. Tony Palmieri (PC), Mr. Matthias Fueth (GS) **Guests:** None

- ✚ **Accept Minutes:** Meeting was opened at 2:07pm in room 4307 with the minutes from the November 1, 2007 GSC meeting being approved as recorded. There was no meeting in December.
- ✚ **Program Review:** Dr. Millard filled in for Dr. Tony Palmieri and gave a brief update. All departments are well underway in making their plans. Dr. Palmieri and Dr. Millard both worked on a prologue that will be distributed to each department to use as they see fit.
- ✚ **Fall Alumni Fellowships:** The Provost's Office will be allocating \$100,000 to the College for **new** Alumni Fellowships starting Fall 2008. Dr. Millard recommended to the committee that the funds be divided between the 5 departments for \$20,000 each. Each department will then decide how they want to spend the funds, as one fellowship or break it up. Each department is then expected to put in the difference in funds to make the lines competitive with peers.
- ✚ **Research Showcase:** The Oral Competition finalists were selected by the committee and the tally sheet was attached with the final votes listed. Dr. Millard gave a quick update to the committee about the showcase and that he should be all set in securing judges for both competitions. He also announced to the committee that there will be a round table discussion concerning job opportunities in the Pharmaceutical Industry on Wednesday the day before the showcase.
- ✚ **Letter of Appointment:** A new template for Letter of Appointments have been distributed to each department as well as attached to the agenda. Each department is asked to please start using this new template and to just fill in the appropriate verbiage as needed.
- ✚ **Council of Graduate Deans:** Dr. Millard relayed some information that was discussed during the Council of Graduate Dean's meeting. One issue was the Alumni Fellowships as discussed above. Another issue is that the GAU is trying to develop a Bill of Rights because there have been reports that some graduate faculty have been bullying

graduate students. Another issue discussed is the increase in summer research programs for undergraduate students. For every two students on a training grant Dr. Phillips will provide funding for one additional student in the respective unit that holds the training grant.

 **Additional Information:** Off book programs do not have to be reviewed.

 **Next GSC Meeting is February 22 at 2pm.**

Meeting adjourned at 2:36pm