

**ADMINISTRATIVE COMMITTEE ON GRADUATE WORK
MEETING, FEBRUARY 7, 2003**

MINUTES

In Attendance:

Dr. George Williams, Chair
Dr. Dick Diebolt, Georgia Southern University
Dr. Donna Gasselle, North Georgia College and State University
Dr. Maureen Grasso, University of Georgia
Dr. Tom Hodler, University of Georgia
Dr. Jack Jenkins, State University of West Georgia
Dr. Teresa Joyce, Kennesaw State University
Dr. Maureen Kilroy, Georgia Institute of Technology
Dr. Matthew Kluger, Medical College of Georgia
Dr. Angela Moore, Georgia Southwestern State University
Dr. Arthur Murray, Georgia State University
Dr. Claude Perkins Albany State University
Dr. Julius Scipio, Fort Valley State University
Dr. John Wolfe, Board of Regents

The meeting opened at 9:00am by Dr. George Williams, Savannah State University, Chair of the ACOGW. Introductions were made and appreciation extended to the Medical College of Georgia for hosting the ACOGW meeting.

Dr. John Wolfe gave an update

1. Changes in Board of Regent's staff.
2. Immunization Policy.
3. Possibility of Prorating Graduate Student Fees
4. Lecturers/Senior Lecture Policy
5. New Faculty Appointments for Fall Semester: October for Spring Semester February Board Meeting. At all other times, no later than two weeks before Board meeting.
6. Discussion of Enrollment Caps
7. Committees on access for African American males; see USG web site for more details
8. Best practices documents – major flaw is that no data are reported
9. Brief discussion of impact of Michigan Supreme Court case

Discussion of Graduate Student Activity fees, health fees, athletic and health fees

- Should fees be prorated?
- Should graduate fees be used to support graduate student activities (yes)?
- Could there be a graduated scale?
- Subcommittee was formed; Donna Gasselle from NG College and State University will chair committee.

Immunization requirements

- Should they be eliminated for graduate students?
- Discussion will take place on the list serve.

Health insurance

- Will graduate students ever be covered as employees? Will it be cost neutral?
- Presentation made to Board on Wednesday. Cost of indemnity vs. PPO is an issue.

Discussion of meeting with Board staff

- Important to begin having regular meetings with BOR staff again so that staff understands unique aspects/concerns of graduate programs.

Discussion of SREB Ph.D. scholars' program and funding for the program

Leadership Development Seminar

- Cheryl Hill, West Georgia, will be sending out a request for information in the near future. We should fill out in Excel spreadsheet form.
- Also, give backgrounds of institutional representatives who will attend.
- Need info by February 24.
- Can graduate students come as reps? This is up to the institution.
- Idea to have graduate students on panel?
- For next year, graduate student involvement. Have a graduate student from each degree program represented. Undergraduates want to hear this perspective.
- Jack Jenkins reviewed LDS schedule and agreed that if budget allows, we can pay some speakers.
- Agreed to ask SREB scholars to participate in a Friday evening event.
- Agreed that each school will bring three gifts.
- George discussed budget. We currently have \$27,154.64 in our account and are awaiting funding from the BOR.

Discussion of Vision Statement

- Dick Diebolt reviewed the statement and asked for volunteers to review statement and chair committee for the revision. We will place on the agenda for Fall meeting.
- Claude Perkins (Albany State), Maureen Grasso (UGA) Matthew Kluger (MCG) and George Williams will work on this committee.
- Tom Holder discussed economic impact study. His research shows that most states that have done this had hired consulting firms to do the study. Would like to explore resources within USG institutions and BOR and would like volunteers to serve on a committee to explore this.
- Discussion took place concerning measurement issues (1) do our graduate students stay in the state? (2) do graduate faculty teach in both undergraduate and graduate programs? (3) Do USG system faculty have degrees from USG schools? (John Wolfe will get this information). Claude Perkins and John Wolfe will work on this.

Teresa Joyce presented a proposal currently being considered on several campuses regarding adding sexual orientation to the BOR nondiscriminatory policy and considering domestic partnerships benefits for University System employees.

Claude Perkins asked for graduate student policies about student conduct (codes of conduct, honor codes directly dealing with graduate students) and asked for these to be sent to him.

Arthur Murphy (Georgia State) asked for training programs, policies about responsible conduct of research; suggested that this is something that this committee could work together on **IRB** issues, etc.

MCG has created a course -16 lectures. Suggested that we work as a system to come up with training on compliance, ethics.

Tom Hodler discussed a conference he attended entitled "Ethics Across the Curriculum" and suggested that this committee should address ethical issues that are of concern to graduate students, faculty (mentoring, conflict of interest, treatment of graduate students).

It was agreed to ask the BOR for support for putting the MCG training program on the web for all USG institutions.

Matthew Kluger (MCG) discussed a process for preparing the online course and will get feedback from us.

Next meeting will be at 4:30 at Jekyll Island on Friday, April 4.

Georgia State will host the October meeting and we will invite system staff (need date and location).

Georgia Southwestern (Angela Moore) will host the February 2004 meeting.

Meeting was adjourned at 11 :30am.
Minutes recorded by Teresa Joyce