

**University System of Georgia
Administrative Committee on Graduate Work (ACOGW)**

October 17, 2003

Minutes of Meeting

The ACOGW meeting was hosted by Georgia State University on October 16-17, 2003. The informal meeting was held with dinner on October 16, 2003 and the formal business meeting was held on October 17, 2003.

The meeting was called to order by the Chair, Teresa Joyce, at 9:06 a.m. It was noted that the secretary for the organization had been previously elected at the Jekyll Island meeting, so agenda # 1 was completed. The chair raised the question regarding the length of term for the chair and suggested that it be extended for one more year for a total of two years for the chair and secretary.

Motion

It was moved and seconded that the term for the chair would be two years. The motion passed.

Introduction of New ACOGW Representatives

All participants present introduced themselves and the three new attendees were recognized by the chair.

Update from the Board of Regents -Dr. John Wolfe

Dr. Wolfe outlined thirteen priorities being established by the state system. They included an array of activities including some of the following:

- Development of a policy on workload after a review of literature pertaining to this matter.
- Define and establish criteria for certificate programs. Develop a statewide assessment of learning support.
- Standardize criteria for the designation of off-campus program sites.
- Develop criteria for campus involvement in decisions pertaining to residential housing needs.
- Review the role and scope in the academic advisory committees. Review the role of Continuing Education.
- To further review the Program Comprehensive Review Process (put on hold for one year).

Dr. Wolfe also indicated the creation of new degree programs will be scrutinized much closer and the redirection of funds would no longer suffice to fully support the development of new degree programs. State universities may submit two (2) new degree programs per year and

research and regional universities may submit three (3) new degree programs per year. He also indicated that a pilot program to promote multi-institutional program collaborations is being considered and details will be forthcoming.

Update on Previous Agenda Items:

Immunization Policy

It was reported that off-campus students are not required to be immunized.

Prorating Graduate Student Fees

No discussion in view of financial problems.

Committee on Access for African-American Males

See USG Web Site.

Health Insurance for Graduate Assistants (GA)

No progress has been made for graduate assistant health insurance. However, it was pointed out that federal grant funds would support GA insurance coverage if the Board of Regents had a policy to support health insurance for graduate assistants.

Update on Responsible Conduct of Research Course -Dr. Matthew Kluger

Dr. Kluger (Medical College of Georgia) presented information on responsible conduct of research used at MCG. He indicated that the WebCt course is available for graduate students and faculty members and that the course is a requirement for Post-doctoral work at MCG. Georgia State University is also offering a series of workshops on the same subject, as well as grant-writing and grants management. Other universities are invited to attend these classes.

Committee on the Impact of Graduate Education

This committee was reactivated and Dr. Charles Louis will chair the committee. Other members of the committee include: Dr. J.R. Diebolt, Dr. Claude G. Perkins, and Dr. Matthew Kluger.

Leadership Development Seminar -Dr. Jack Jenkins

Dr. Jenkins reported the 2003 program was very successful. He indicated that 16 universities participated and support was provided by the BOR in the amount of \$14,250. Dr. Williams also provided a financial report to the incoming chair along with a check in the amount of \$9,162.63. This amount represents the balance from the 2003 program. The 2002 balance forwarded to Dr. Williams was \$4,954.62. It was indicated by Dr. Wolfe that it was unlikely the BOR would provide the partial funding as they have done previously. Dr. Jenkins was uncertain if the hotel would forgive the penalty for canceling the reservations. Dr. Jenkins and the chair will work on the matter. It was explained that if the penalty was enforced, the ending balance would be consumed.

Motion

It was moved, and seconded that the Leadership Development Seminar be canceled. The motion passed with three abstentions.

Consideration of Options

The chair will get some information for the committee to consider some future options.

Vision Statement for Graduate Studies

Dr. Maureen Grasso chaired the sub-committee on the vision statement for the University System of Georgia. She presented the proposed statement to the committee.

Motion

It was moved and seconded that the vision statement be approved. The motion passed. The chair will forward the revised statement to Dr. Papp in the Board of Regents office.

February Meeting

It was moved and seconded that the February meeting will be held at Georgia Southwestern State University. The motion passed.

The meeting was adjourned at 12:30 p.m.

Claude G. Perkins. Recorder