

Executive Summary of the Graduate Assembly Meeting
University of San Diego
 Thursday, October 5, 2006
 Manchester Center, Hazard Board Room 12:15 p.m.-1:45 p.m.

Attendance

<i>Academic Planning Group</i>	<i>Admissions/Financial Aid Group</i>
Brian Canfield	David Bergheim
Beth Dobkin	Lisa Chambers
Emily Edmonds	Hugh Ellis
Cheryl Getz	Michael Gonzalez
Anita Hunter	Judith Lewis-Logue
Bill O'Neil	Anne-Gretha Morris
Lee Ann Otto	John Mosby
Ruey Shivers	Cathleen Mumper
Ed Starkey	
<i>Student Life Group</i>	<i>At Large Members</i>
Branda Cook	Bob Schoultz
Linda Scales	

Dr. Beth Dobkin called the meeting to order at 12: 20 p.m. She welcomed everyone and invited each to introduce himself/herself.

Announcements/Updates:

- The Graduate Reception held at the beginning of the semester went well and was well attended. A suggestion was given to have the speakers talk about graduate students specifically at USD. The question was raised about having information tables, and Dr. Dobkin explained that the deans give information at their orientation meetings. The Graduate Reception was co-sponsored by Graduate Admissions, Alumni Relations, and the Graduate Student Council. Ed Starkey offered the Copley Library as the venue for the spring reception.
- Dr. Dobkin announced that she was appointed the Chair for the 2007 Commencement. She said that she would be giving updates regarding commencement at the Graduate Assembly meetings. Questions regarding commencement can be addressed to her. The commencement website will be used for providing information about commencement activities in advance. Dr. Dobkin asked for recommendations for speakers for commencement.
- Dr. Dobkin announced that she is the chair of the WASC Steering Committee. She said that the WASC process includes graduate issues. She explained that new masters degrees do not need to go through substantive change process unless 50 % of the course work is done on-line. New PhD degrees do need to be approved by WASC prior to being advertised or offered to students.

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- Dr. Dobkin asked each member of the Graduate Assembly to sign a list and indicate which work group he/she would like to participate. Dr. Hunter asked if she could be the voting member from SON with Cathleen Mumper as the alternate. Branda Cook and Yvette Fontaine were asked to determine who would chair the Student Life group.
- Dr. Dobkin asked if the Assembly would like to have Chris Wessels give a presentation on IT at one of the future meetings, and everyone supported the idea.

Work Group Reports:

Admissions & Financial Aid

Dr. Dobkin announced John Mosby's new position in Graduate Admissions. She referred to the memorandum sent to Judith Lewis-Logue from Dr. Tom Herrinton. There was extensive discussion on the distribution of merit awards. Dr. Dobkin will ask the Provost to draft a description of what constitutes acceptable, non-taxable "work" for the merit awards. She also will find out whether "student need" can in any way be used to determine awards. Mr. Bergheim suggested saying they be based on "strategic allocation" rather than solely merit, so that programs could consider whether, for instance, a student might have received funding from a sponsor. The general point is that programs would like more clarity about the parameters for giving awards. Based on comments made by Drs. Gonzalez, Hunter, Ellis, and Chambers, Dr. Dobkin asked the Financial Aid Work Group to investigate the possibilities of giving awards that begin, rather than end, with summer session, and to draft guidelines for faculty who are assigned graduate students. There was also considerable discussion about the breakdown of award levels into four categories; Ms. Morris agreed to assist in preparing a report that will indicate how many awards were made at each level. Members also asked about deadlines for distribution of this year's awards and when they will be informed about award amounts for next year.

Student Life

Dr. Dobkin announced that the Graduate Student Council has a new Chair, Eric Geller from SBA, and a new Office Manager, Laura Waske from SOLES. The possibility of the GSC being moved from the Provost Office to Student Affairs is being deliberated.

The Policy on Alcohol and Drugs was mentioned and is on the website.

There was a discussion on the Graduate Student Work Program and the need to increase the pay. Discussion followed on ethical issues and federal guidelines, and the need to better understand the implications of phasing out the Graduate Student Worker Program.

Academic Planning

Dr. Dobkin announced that the Academic Program Review process was accepted by the Senate.

The meeting adjourned at 2:00 p.m.

Respectfully submitted,
Sister Juanita M. Meyer

Executive Assistant