

**Executive Summary of the Graduate Assembly Meeting
University of San Diego**

Thursday, November 2, 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	Carl Eging
Emily Edmonds-Poli	Hugh Ellis
Kerry Kilber-Rebman	Iris Engstrand
Lee Ann Otto	Judith Lewis-Logue
Diane Pattison	Kira Mendez
Ruey Shivers	Cathleen Mumper
Ed Starkey	Michelle Tillman
	Melinda Vega
<i>Student Life Group</i>	
Amber Buck	<i>At Large Members</i>
Branda Cook	Bob Schoultz
Linda Scales	
Carrie Wilson	

Christopher Wessells and Shahra Meshkaty were also present.

Dr. Beth Dobkin called the meeting to order at 12: 20 p.m.

Announcements/Updates:

- **Commencement:** Dr. Dobkin referred to the schedule of events attached to the agenda. There was no discussion. She mentioned that there were openings for Faculty and Student Marshals, and she asked people to volunteer if they were interested. The new Student, Faculty, and Guest web guides were introduced briefly and Dr. Dobkin invited comments or input to be sent to her by email.
- **Work Group composition:** Dr. Dobkin referred to the Work Groups of the Graduate Assembly included on the agenda. She asked people to let her know if they wanted to make a change in their participation in a group, and she suggested that the Work Groups meet at least once before the next Graduate Assembly meeting.
- **Housing:** Dr. Dobkin announced that Rick Hagen from Housing invited her to meet with a representative regarding housing. She asked for input to share about housing for graduate students. Discussion followed with suggestions for changing the perception that housing is too focused on undergraduates, and for making the units comparable to new apartments, with amenities such as a fitness center. Graduate student housing also needs to be available at times that match the students' programs of study, co-ed living should be allowed, cost needs to be lowered, and the environment needs to be quiet, with other graduate students housed together in an apartment or a floor of a building. There was also a request for short-term housing for graduate students. It was noted that information regarding housing needs to be communicated before students arrive.

Presentation by Christopher Wessells, CIO and Vice Provost for Academic Affairs:

Chris Wessells gave an overview of various high level projects currently being introduced to the University. The first level will be in place by the end of January 2007. By the end of the summer, the entire campus will be wireless. Old systems are being upgraded or replaced by new ones. Members of the Assembly interacted with Mr. Wessells and Ms. Meshkaty. A copy of Chris's entire power-point presentation is available on CD in the Provost Office. If you would like to see it, please contact Sr. Juanita Meyer at #2275.

Work Group Reports:

- **Admissions & Financial Aid :**

Dr. Dobkin reported that the Provost's Office is working with University Counsel to draft language regarding graduate student work. The goal is to maintain the students' tax-exempt status and clarify the kinds of duties that come with the new merit awards. Dean's merit scholars are different than graduate workers, who are budgeted as personnel directly through the Provost's Office. Dr. Sullivan also approved the use of "strategic allocation" for designating merit scholars; each unit has considerable discretion in defining merit. Dr. Gonzalez has reported that four categories must be used to allocate the merit awards until the University moves to the Banner system, but he will be calling a meeting of the Work Group to revisit the dollar amounts that have been designated for each of the four levels. Dr. Ellis requested further clarification about the rationale behind and process for changing the rates that have been set for graduate student workers.

- **Academic Planning:** Dr. Dobkin announced that the Academic Program Review was approved by the Senate. The Deans have selected the programs they wish to be reviewed. The College of Arts & Sciences chose Theater Arts and Philosophy. SOLES chose Counseling, and the School of Law is like to choose the Tax Program or International Law. An Academic Review Committee will be formed before the next semester. Faculty will be either appointed or selected to participate in the ARC. The Committee will be a university-wide committee formed from faculty outside the school being evaluated.

Dr. Sullivan spoke about the Academic Master Plan at the Convocation. It is also posted on the Provost website.

Dr. Dobkin updated the Assembly on the WASC process. She explained that a Steering Committee composed of ten people is working on themes in preparation for the Proposal which is due in one and a half years. She said that focus groups will be formed in order to involve the entire campus.

- **Student Life:** The Graduate Student Council will be joint reporting to Provost Office as well as to Academic affairs. Mandy Womack in Student Affairs is helping the GSC with their constitution. A request was made to have the *Graduate & Law News and Views* publication reviewed by Carl Eging or Carrie Wilson so that there is not confusion over the dates published. Amber Buck will bring up the issue at the next Graduate Student Council meeting.

Brian Canfield introduced Michelle Tillman, the new Director of Outreach and Recruitment in SOLES.

The meeting adjourned at 1:45 p.m.

Respectfully submitted,

Sister Juanita M. Meyer
Executive Assistant