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Graduate Associate Deans' Group Minutes

Graduate Council

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Graduate Associate Deans' Group Minutes - April 10, 2003

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CHAIR: Dr. Ed Caudill

ATTENDEES: Dr. Mary Albright, Dr. Ed Caudill, Dr. Wayne Davis, Dr. Bill Dunne, Dr. David Dupper, Dr. Mary Holcomb, Dr. Tom George, Dr. Anne Mayhew, Dr. Johnie Mozingo, Dr. Mary Papke, Dr. Luther Wilhelm, Dr. Kay Reed, Rose Ann Trantham, Tammy Phelps.

1. Meeting was called to order – Dr. Ed Caudill
2. Report of February 24, 2003, Graduate Deans Group – Dr. Ed Caudill - Report was made available at this meeting for review. No questions or details were addressed.
3. Graduate Assistantships – Dr. Anne Mayhew, Dean of Graduate Studies – A review of the University-side use of Graduate Assistantships was addressed.

The goal in reviewing the specific role of Graduate Assistantships is to ensure that University funds utilized for fee waivers for these assistantships are managed efficiently. Policy also directs academic units to ensure that the role of their Graduate Assistantships directly relate to his/her area of study and future career. Graduate Assistantships' responsibilities often overlap with the role of student assistants and other non-student employees' job roles.

The Group endorsed the following change to the definition of a Graduate Assistant (printed in the Faculty Handbook and the Graduate Catalog):

Graduate Assistants are appointed to perform various types of duties other than those related directly to teaching or research. The work that these Assistants do should in some way be related to their areas of scholarly expertise, or contribute to expertise in their expected careers. Graduate Assistants should not be employed to do clerical or other work that could be assigned to Student Assistants.

4. Length of Term for Chair of the Graduate Deans Group and Development of a Vice Chair for Graduate Deans Group – Dr. Ed Caudill – The By-Laws for the Graduate Deans Group will be reviewed and further discussions will occur regarding the length of term for the Chair and development of a Vice Chair position will be addressed in the future.