

Graduate Administrators' Council Meeting
Thursday February 23 2017
Koch Hall Board Room

Members in attendance: Robert Wojtowicz, Chair, Bill Heffelfinger, Wayne Hynes, David Chapman, Wie Yusuf, Holly Gaff, Chris Osgood, Bryan Porter, Steve Myran, Humberto Portellez, Robert Bruno, Kiran Karande, Corey van Vlymen, Isao Ishibashi, Keven DePew, Gail Dickinson, Leo Lo, Jane Dane, Ravi Mukkamda

Guest Speaker Conner Lawless, EAB and Lucy Rush, University Library

EAB Presentation

- x Mr. Lawless began the discussion by saying that he had been talking to Dr. Wojtowicz and Dr. Porter about ways to not be duplicative but additive. He gave a presentation showing ways in which the EAB system could benefit graduate program users. He cited the following benefits:

- o

- f* Research Assistance
 - f* Training in citation management
 - o Preferred methods of support
 - f* Online, selfdirected training
 - f* One-on-one assistance
 - o Point of need
 - f* First four weeks to midpoint
 - o Quiet space for graduate students is needed.
- x Next Steps
 - o More online selfdirected training
 - o Creation of subject based research guides for every college by the end of the summer
 - o Library liaisons to contact graduate program directors for feedback
 - o Creation of online tutorials for graduate students
 - o Increased investigation needs to be done to see what graduate students want in order to make sure they give them services they will use
 - o Greater marketing of one-on-one assistance
 - o Workshops on End Note and Library Instruction will continue
- x Ultimately, graduate students were satisfied. The Library plans to continue to do the satisfaction surveys regularly.
- x Graduate Space There is a space planning team in the Library and they are hoping to be able to provide space for graduate students and faculty. There is discussion about consolidating the two service desks.

Approval of Minutes from Thursday January 26, 2017

- x Minutes were approved as submitted.

Length of Doctoral Programs

- x Dr. Wojtowicz advised Council that he had gotten feedback from the VCGS group regarding the number of credit hours for doctoral programs. There was actually a variety in the lengths of the programs, for example:
 - o Virginia Tech 60 credits
 - o VCU 30 credits
 - o William and Mary doesn't know their minimum, but VIMS has 42.
 - o Most of the other reporting schools had 42 and we are at 48.
- x What is the right size?
- x Do we need a workshop on what is required for a doctoral degree?