

**Graduate Administrators' Council (GAC)**  
**Minutes for Thursday, February 12, 2015**  
**Koch Hall Board Room**  
**9:00 am to 10:30 am**

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Attendees Robert Wojtowicz, Chair, Richard Benjamin, Bryan Porter, Andres Souza, Ali Ardalan, Bill Heffelfinger, Kevin DePew, Gail Dickinson, David, Earnest, Missy Barber

Guest Speaker: Morris Foster, Vice President for Research

**Tuition Waiver Discussion – Continued – Dr. Morris Foster**

Dr. Foster presented Council with a revised policy for graduate research assistant tuition waivers. He advised he was still gathering data and studying the impact of out state tuition. He is working with ODURF to get grant information from them.

Dr. Foster also shared that he has looked at other schools in Virginia. One thing that differs from what ODU currently does is that GRAs are considered as instate, so it allows for easier budgeting at the instate rate. Dr. Wojtowicz suggested a conversation with Jim Duffy and Carol Simpson to see if ODU could change the current policy.

Dr. Souza points out that we are generating a policy that we might not be capable of executing. How do we make up the difference between instate and out state tuition?

Dr. Foster advised to invoice the grant account for the instate amount. Dr. Wojtowicz said that we need to create a mechanism for the 39% waiver. There needs to be a discussion with Jim Duffy and Deb Swiecinski in the Budget Office to put that in place.

Dr. Foster said that the policy will not be implemented until that option is in place.

Dr. Porter asked why the threshold was \$50k. He needs to have more facts (ammunition) to tell his faculty. Dr. Foster said he would get back with Dr. Porter.

Dr. Foster points out item 4 in the policy. Tuition waivers are not required for grants.

Dr. Foster will review exceptions to this policy on a case by case basis. He is going to research whether or not stipends can be paid differently than from the grant, though he thinks the grant proposals may need to show the base salary.

He will update the policy based on the suggestions from the meeting and submit it for Council review. Dr. Wojtowicz will find out if it has to go to Faculty Senate for approval.

**Approval of Minutes for Thursday, January 29, 2015**

Minutes approved as submitted with one change noted. Emily Eddins title should be changed to Dr. from Ms.

**Announcements**

Lunch & Learn –February 20, 2015, 12:30 pm, President's Dining Room, Webb Center. Discussion about movement toward creation of a new unit bigger than Graduate Studies. The Graduate College Planning Committee has been invited to participate.

The last CourseLeaf training session is scheduled for Friday, February 13, 2015. The deadline for text changes to the catalog is Friday, February 20, 2015.

**Electronic Thesis/Dissertation Subcommittee**

Subcommittee will meet on February 18, 2015. On Friday, February 27, 2015, at 10:00 am in the Library there will be a meeting with a representative from ProQuest.

Members of the Graduate Administrators' Council and any interested faculty are welcome to attend.