

ASSOCIATION OF GRADUATE SCHOOLS
IN CATHOLIC COLLEGES AND UNIVERSITIES

ANNUAL MEETING

THURSDAY, DECEMBER 6, 2001

ROOM 414, SHERATON HOTEL AND MARINA
SAN DIEGO, CALIFORNIA

6:15 P.M.

AGENDA

1. Welcome (Peter Diffley, Past President; substituting for Michael Smyer, President) and self-introductions
2. Minutes of the meeting of December 7, 2000 (approved by mail); Membership report; Treasurer's report (Bob Nikolai, Secretary-Treasurer)
3. Update on the AGSCCU Website: Expanding use of the jobs bulletin-board (Peter Diffley)
4. On the "care and feeding" of graduate assistants: Multiple issues including remuneration, orientation, mentoring, two-way evaluation, child-care, unionization, and others (Bob Nikolai)
5. Election of new Member-at-Large of the Executive Committee (Peter Diffley)
6. Reports from representatives of Member institutions
7. New business
8. Adjournment (anticipated at or before 7:45 p.m.)

*Association of Graduate Schools
in Catholic Colleges and Universities*

Minutes of the Annual Meeting

December 6, 2001

Room 414, East Tower, Sheraton Hotel and Marina
San Diego, California

- I. With the Chairman of the Association unable to attend, Peter Diffley (Past Chairman) called the meeting to order at 6:15 p.m. He welcomed participants and led self-introductions. Representatives of member-institutions present were

Stephanie Autenrieth	Boston College
Max Caproni	Loyola University - Chicago
Elizabeth Chadwick	Boston College
Peter Cimboric	Catholic University of America
Marsha Daley	John Carroll University
Peter Diffley	University of Notre Dame
Jeffrey Kantor	University of Notre Dame
Bryan LeBeau	Creighton University
Katy Marre	University of Dayton
Robert Nikolai	Saint Louis University
Craig Pilant	Fordham University

- II. Bob Nikolai reported that a draft of the Minutes of the December 7, 2000, annual meeting was distributed for critical review in early 2001 by e-mail to institutional representatives participating in that meeting in New Orleans. Several comments were received, and minor changes were made in the initial draft. The amended version was an attachment to the dues-notice sent to all member institutions this past August.

Bob Nikolai reported that, to date, twenty-four full and one associate member-institutions have remitted dues for the 2001-02 fiscal year (July – June). Institutions in arrears in dues-payments are Gannon University (PA), Regis University (CO), Sacred Heart University (CT), and Spalding University (KY). Inquiries about the Association have been received from the University of Dallas (TX) and (post-meeting) Barry University (FL). Bob Nikolai said that, upon his return to St. Louis from the meeting, he will e-mail the updated mailing-list to the contact persons of all institutional members.

Bob Nikolai commented on the fiscal condition of the Association; a two-page formal report for the 2000-01 fiscal year had been prepared and sent to the

Association Chairman several months ago. As of July 1, 2000, the checking-account balance was \$2,208.07. The major income-items were dues-payments and payments by attendees toward the cost of the dinner following the annual meeting. A sizable expense item was the initial payment for the dinner. The Graduate School at Saint Louis University is owed a sum of approximately \$100 for accumulated charges associated with correspondence and communications; much of this activity is now accomplished by e-mail. The closing balance on June 30, 2001, was \$3,089.39. Copies of the Treasurer's report are available.

- III. Peter Diffley provided a status report on the electronic teaching-/faculty-positions bulletin-board that is part of the Associations Website (www.nd.edu/~agsccu). He reported that the board-contents are purged annually in the late summer. Member-institutions must make announcements to their academic departments or major fields that will reach current degree-candidates so that these students can post their credentials and aspirations on the electronic board. We also need to get the word out to potential employers, to have them post their available positions and/or to establish links to the e-board. Pertinent, example, primary contacts in this regard are the Association of Catholic Colleges and Universities (ACCU), the Association of Jesuit Colleges and Universities (AJCU), the National Catholic Educational Association (NCEA), and the Catholic Reporter. These organizations could announce the existence of the bulletin-board. A suggestion was made that the Association might sustain the modest cost of a separate, "catchy" Web address for the e-board. The question arose regarding an exchange among the Association's institutions of lists of degree-candidates seeking academic employment.
- IV. The major discussion-item for this meeting was that of graduate-student (financial) support with emphasis on institution-budgeted awards/appointments. The "stipend" was defined as the principal monetary part of the award, a portion of which is given to the awardee periodically (often monthly) during the period of appointment and intended to defray maintenance- (sustenance, clothing, lodging, laundry, etc.) expenses. Stipend-rates may vary by experience/academic level, major field, institution, and geographic region. The stipend may simply be a grant (i.e., as within a fellowship or traineeship) requiring the keeping of good academic standing and adequate progress-rate toward the advanced degree sought, or remuneration for services rendered to an academic unit of the institution (i.e., as with an assistantship). The award often includes more than a stipend. The most common addition to the stipend within an award is a tuition-scholarship; these two components are handled separately for tax-purposes. The scholarship typically covers the quantitative extent of the registration of the student for the academic term. These awards/appointments are generally budgeted annually. Depending upon department/institutional protocol and academic performance by the student, an award may be made for one year or for as long as the length of the time-to-

degree period of the student. During a specific academic year, the award may cover the nine-month, two-semester period or it might also include part of the summer (i.e., extend to eleven months). The appointments-budget may be wholly under the jurisdiction of the Graduate Dean or it may be divided among the Deans of the colleges within which the graduate programs are housed. The overall partitioning of awards may be, in particular in cases of graduate teaching assistantships, influenced by needs for undergraduate instructional help in certain departments---perhaps grounded in the core-requirements for the baccalaureate degree at the institution. The Dean may have the authority to (annually) assign numbers of appointments to individual departments or graduate programs, but in practice to increase the number of awards earmarked for a specific academic unit is much easier than to take away appointments from a unit. The individual academic unit may be given authorization to increase a stipend somewhat to try to attract a particularly strong applicant, but the increase must be taken from elsewhere (another stipend?) within the unit's budget. In general, there seems to be little bias among the Association institutions represented at this meeting toward increased consideration of domestic graduate students for appointments/awards versus international graduate students, although good command of spoken English is a must for foreign students from countries where English is a second language. Although existing in some state universities since the early 1980s, graduate-assistant organization/unionization has recently been a topic of interest with the movement proceeding into private institutions. A poll of the meeting-group found no institution with such organization in place and only one where the issue is under broad discussion among its graduate students. Items which seem to have the potential effect of suppressing such discussion are equitable stipend-levels adjusted for regional cost of living (ref.: the University of Nebraska biennial stipends-study), the inclusion in awards of some perks included in faculty salaries such as health insurance and, perhaps, child-care, strong initial orientation and ongoing mentoring of graduate assistants, and two-way evaluation---the student of the service-framework as well as the department of its assistants.

- V. Bob Nikolai reviewed the Executive Committee structure of the Association. Michael Smyer has another/second year to serve as Chairman of the Association. Peter Cimboric's three-year term as a Member-at-Large ends in June 2002. Other Members-at-Large are Marsha Daley (2004) and Gordon Sargent (University of Dayton; 2003). Peter Diffley inquired if there were nominations from the floor for the one (Dean Cimboric's) position on the Executive Committee. Max Caproni was nominated. With no other nominations forthcoming, Mac Caproni (Loyola University – Chicago) was elected to the Committee by acclamation.
- VI. Peter Diffley asked if any representative wished to make an announcement/report from her/his institution for the good of the Association. Craig Pilant reported

that, in the wake of the events of September 11, 2001, Fordham University had begun a program of periodic, invited presentations under the rubric of “transcending tragedy.” In answer to an inquiry, Craig said that, as yet, no academic unit at Fordham University has proposed new coursework related to terrorism or the societal issues emerging in the aftermath of 9/11.

Stephanie Autenrieth reported that Boston College has a broad initiative in place toward a “no-paper” records-keeping protocol. The institution has engaged an external vendor to design new software that will begin by scanning the application-form and will enable conducting registration and other functions, involving students, faculty, staff, and administration, entirely in an electronic environment. The “go-live” academic term or date hasn’t been announced as yet.

- VII. Peter Diffley inquired if anyone present desired to introduce an item of new business. No response was forthcoming.
- VIII. The meeting was adjourned by mutual consent at 7:45, and many of the representatives subsequently dined in a group on the Reuben E. Lee paddle-wheeler, moored at the east end of Harbor Island Drive.