

*Association of Graduate Schools
in Catholic Colleges and Universities*

Minutes of the Annual Meeting

December 4, 2003
Essex Room, Westin St. Francis Hotel
San Francisco, CA

1. Peter Cimboric, Association Chairman, called the meeting to order at 6:15 p.m. and welcomed the attendees, who individually introduced themselves to the group. Representatives of member-institutions present were

Nancy Busch	Fordham University
Max Caproni	Loyola University - Chicago
Peter Cimboric	Bellarmino University
Peter Diffley	University of Notre Dame
Anne Donnellan	University of San Diego
George Garvey	Catholic University of America
T. Daniel Griffiths	Marquette University
Rev. Kevin Hanbury	Seton Hall University
Candace Hetzner	Boston College
Chake Kouyoumjian	Loyola Marymount University
Robert Nikolai	Saint Louis University
Michael O'Neill	Gannon University
Donald Pope-Davis	University of Notre Dame
James Schaefer	Georgetown University

- II. Peter Cimboric invited contributions to and discussion of the first major agenda item: assessment in Catholic graduate schools. Nancy Busch, assuming that the emphasis here is on "Catholic," remarked the such considerations are ongoing at Fordham University at the undergraduate level, but not as yet in the Graduate School. Candace Hetzner said that, at Boston College, the Graduate School is represented by the College of Arts and Sciences on the committee investigating assessment and placement. Dan Griffiths likened assessment to a "political tool box." Anne Donnellan reported that she is in charge of preparations for the re-accreditation effort at the University of San Diego, but interferences in various forms have slowed progress to date; she suggested that assessment is easier for professional schools than graduate schools. Bob Nikolai described a required exit-questionnaire that's been in place at the Saint Louis University Graduate School for more than a decade. Chake Kouyoumjian said that Loyola Marymount University is working on assessment within its Spain program. Michael O'Neill commented on the assessment effort at Gannon University, existing at the under-

graduate level and tied to program-review. Peter Cimboric remarked about a seemingly common lag in accountability across many disciplines. Michael O'Neill said that his institution is planning an institution-wide document on assessment that would speak to the uniqueness of a Gannon University education. Nancy Busch also remarked that her institution seeks to express why a Fordham University education is different. Anne Donnellan said that she had attended a conference on assessment; someone must be designated to head-up the assessment effort, and hard evidence of assessment must be gathered. Candace Hetzner remarked that potential grantors are now inquiring about assessment and our individuality in this regard. Michael O'Neill admitted that he needs to know what questions to ask toward the assessment of the quality of the graduate educational experience. Chake Kouyoumjian commented that re-accreditation at her institution was deferred for six months while the issue of assessment was addressed. Jim Schaefer remarked that assessment in doctoral programs, with their medieval model of education, is difficult; such assessment, might be deferred until, perhaps, a decade after graduation.

- III. Peter Cimboric turned the attention of the meeting to the second discussion-item on the agenda: preparation of graduate teaching assistants and future faculty. Max Caproni made reference to a recent article in the Chronicle of Higher Education and reported that Loyola University – Chicago is developing a program to prepare college teachers. He distributed copies of a two-page description of the protocol that would proceed in three stages and culminate for the student completing it with an appropriate notation on his/her Loyola permanent record. Anne Donnellan and Father Kevin Hanbury remarked that their universities have no graduate teaching assistants. Dan Griffiths said that Marquette University has a preparing-future-faculty program and a graduate student coordinates the day-to-day activities therein. Nancy Busch commented that Fordham University is increasing its number of teaching assistants and correspondingly reducing the number of adjunct faculty toward more control of course-content. She said that the Graduate School has TA-training with faculty monitoring the instructional activities of the teaching assistants. Jim Schaefer reported that, when TA-training was proposed at Georgetown University, only a few departments were interested; now such training is coordinated by a Center. He suggested that teacher-training is valuable, and he thought that all doctoral graduates should have the training and teaching experience. Peter Diffley said that the postdoctoral research associates at the University of Notre Dame continually express the desire to obtain teaching experience. Bob Nikolai talked about the Reinert Center for Teaching Excellence, the TA-training program in two facets---a day en masse in August and within the individual departments, and the Certificate in University Teaching Skills that may be earned at Saint Louis University; he distributed copies of a

brochure. Two problems within this arena were aired: 1. The time-to-degree period may be increased because some advanced-degree seekers may be engaged in too much teaching while graduate students; and 2. Opportunities to become teaching assistants as hard-science majors may be less plentiful because assistance from graduate students may be more critically needed to help Principal Investigators with their funded research projects.

IV. Peter Cimboric asked attendees for brief reports on campus items of interest.

Chake Kouyoumjian said that Loyola Marymount University is in the midst of a \$300M capital campaign, that enrollment is up ten percent over the last several years, and the institution is moving toward increased diversity in its law- and graduate-student bodies. Anne Donnellan reported that the University of San Diego has been awarded a chapter of Phi Beta Kappa, the University is also engaged in a capital campaign, and the administration is considering establishment of a new school of peace studies. Michael O'Neill commented that Gannon University is in the initial, quiet phase of a capital campaign, it is preparing to offer its first doctoral degree program toward readying potential school superintendents for certification, and his own job description is in the process of evolving. Bob Nikolai reported that plans are going forward at SLU toward erection of a new research building and an arena for basketball, commencements, and the like, and the Graduate School is considering an option that would permit advanced degree candidates to submit their theses and dissertations in electronic formats. Jim Schaefer commented that Georgetown University is undertaking a capital campaign to raise \$1B; none of the goals pertain directly to the Graduate School. He said that graduate-appointment stipends are being increased and that enrollments are up except in the MBA degree program where a cap exists. He announced that three interdisciplinary doctoral programs have been initiated, together with establishment of Centers to house them, and his institution is wrestling with several cases of academic misconduct. *(Because time was getting short, these reports were halted here. Other attendees not heard were given the opportunity to submit reports in writing, then to be included in these Minutes.)*

V. Bob Nikolai (Secretary-Treasurer) gave three reports. First, he indicated that the first draft of the Minutes of last year's meeting brought several comments from attendees. The amended version was included in the dues-mailing this past August. No further comments were received, so the modified draft is assumed approved. Second, at the time of the present meeting, 23 Full and two Associate institutional members had paid dues for FY2004. One new member had been recruited this past Fall: Bellarmine University in Louisville, Kentucky. Several institutions not having paid dues to date are being kept on the Association's mailing list. (Dues from one additional Associate member were received subsequent to this meeting.) Third, the fiscal health of the Association remains sound. Once

again, during FY2003, despite the modest dues and no substantial spending associated with the annual meeting, income exceeded expenses; the treasury (in a checking account) increased from \$3,663.15 on July 1, 2002 (first day of FY2003), to \$4,143.95 on June 30, 2003.

- VI. Bob Nikolai reviewed the current membership of the Executive Committee and their terms. Peter Cimboric's two-year term as Chairman extends to June 30, 2005. Max Caproni's term as one of three Members at Large likewise runs through June 30, Nancy Busch was elected a Member at Large at the December 2002 meeting for a three-year term. Gordon Sargent's term as the third Member at Large was to have ended on June 30, 2004, but he has left the graduate dean's office at the University of Dayton, and he resigned from the Committee several months ago. Donald Pope-Davis was nominated for the position vacated by Gordon, and Donald was elected by acclamation. Bob Nikolai asked to be relieved of the Secretary-Treasurer's position (that he has held since 1989) because he is proceeding toward retirement, anticipated in mid-2005. Peter Diffley agreed to assume the responsibilities for a three-year period. He was elected Secretary-Treasurer, effective July 1, 2004, also by acclamation.
- VII. Peter Diffley reminded the attendees of the Association's Website. The URL is "www.nd.edu/~agsccu. The site includes a jobs bulletin-board in four segments: 1. Graduates-to-be or recent graduates of our postbaccalaureate programs may post their resumes toward seeking faculty positions; 2. Colleges and universities may post their open faculty positions; 3. Degree-candidates and graduates may search the positions available; and 4. Institutions may search for candidates for their open positions. Peter encouraged the use of the electronic bulletin-board.
- VIII. Peter Cimboric adjourned the meeting at 7:45 p.m. so that those attendees and their spouses with 8:30 dinner-reservations could prepare and arrive at the restaurant (on Ghiardelli Square) on time. He suggested that discussions of the two primary agenda items might be continued over dinner.