

## Amendments to Policy Memo 126

### Policy Memorandum No. 152

Recommended by the Commission on Graduate Studies & Policies  
Approved by CGS&P: February 15, 1995  
Approved by University Council: April 3, 1995  
Approved by the President: April 3, 1995  
Effective: Immediately

The University Council, on recommendation of the Commission on Graduate Studies and Policies, approved a resolution to amend Policy Memorandum No. 126 to provide more effectively for the implementation of the policy.

Following is the text of the memorandum, with revisions indicated:

**WHEREAS**, the implementation of Policy Memorandum No. 126 is important for the maintenance of quality graduate programs across the campus; and

**WHEREAS**, the original wording of Policy Memorandum No. 126 did not sufficiently provide for the proper implementation of the policy;

**THEREFORE, LET IT BE RESOLVED**, that Policy Memorandum No. 126 be amended as specified in the following. The changes from Policy Memorandum No. 126 as passed by University Council in 1992 are enclosed in brackets.

### Policy Memorandum No. 126

Recommended by the Commission on Graduate Studies  
Approved by University Council: April 20, 1992  
Approved by the President: April 20, 1992  
Effective: Fall Semester, 1992

The University Council, on recommendation of the Commission on Graduate Studies, unanimously approved a resolution concerning graduate program standards and policies. In addition to requiring departments to provide more specific graduate program guidelines, this policy also mandates periodic evaluation and assessment by the Commission on Graduate Studies and the Graduate School of a department's program standards and procedures.

This Policy Memo replaces POLICY MEMORANDUM N. 14 (dated 7 May 1979)

Following is the text of the resolution as adopted by Council .

**WHEREAS**, the standing of the university among its peers and in the eyes of scholars and potential students rests in large part upon the perceived quality and strength of its graduate programs; and

[**WHEREAS**, the conduct of graduate programs is primarily an academic matter and the direct concern and responsibility of the faculty; and]

**WHEREAS**, there is a need to assess the implementation of program standards and procedures;

**THEREFORE, LET IT BE RESOLVED**, that each graduate degree-granting program in the university be charged with responsibility for the conduct of the program, and will designate a faculty member who will serve as liaison with the appropriate college deans and the dean of the Graduate School: and

**LET IT FURTHER BE RESOLVED** that each graduate degree-granting program formulate and keep current a policy statement, for the files of the appropriate college dean(s) and the dean of the Graduate School, which spells out for their program criteria governing:

1. Faculty participation on graduate student advisory committees
  - a. Thesis and dissertation directors
  - b. Advisory committee members
2. Admissions procedures of graduate students.
  - a. Orientation/advising
  - b. Manuals/guides/handbooks
  - c. Assistantships: selection procedures, obligations
  - d. Evaluation of satisfactory progress toward the degree

[4. A statement of non-discrimination (reference: University statement provided by the Office of Equal Opportunity/Affirmative Action)]

Guidelines for preparation of the policy statement will be prepared and periodically revised by the Graduate School, with input from the Commission on Graduate Studies and Policies, and made available to the programs. [The CGS&P and the Graduate School will review individual program statements and assess their implementation as part of regular graduate program evaluations. Departments will maintain a current copy of their policy statements at the Graduate School.]

PET:bjl

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President's Policy Memorandum

**URL: <http://purl.vt.edu/vtdocs/policies/ppm152>**