

Shepherd University Board of Governors
October 14, 2004
Agenda Item No. 8

CREATION OF AN OFFICE OF GRADUATE STUDIES AND DEAN OF GRADUATE STUDIES

As Shepherd University moves forward with the development of additional graduate education programs, there is a need to establish adequate academic administrative oversight of the development and performance of the graduate programs. Ensuring the appropriate management of the programs is an accreditation concern for the Higher Learning Commission of the North Central Association, as well as an important logistical issue for the University.

The establishment of an Office of Graduate Studies and the administrative position of Dean of Graduate Studies has been discussed with the Faculty Senate, the Classified Employees Council, and the Student Government Association. There is a broad consensus on the campus that this should be incorporated into the administrative structure of the University.

The Dean of Graduate Studies would not, at least at present, have any academic departments assigned specifically to this new position. However, the Dean would have jurisdiction of the management and planning of all graduate degree programs and all free-standing post-baccalaureate credit courses. The position would report directly to the Vice President for Academic Affairs.

The following resolution is recommended for adoption by the Board:

RESOLVED, That the Shepherd University Board of Governors approves the establishment of the position of Dean of Graduate Studies, under the direct supervision of the Vice President for Academic Affairs.