



NORTHEASTERN ASSOCIATION OF GRADUATE SCHOOLS

**Executive Committee Meeting
Hyatt Grand Champions Resort and Spa
December 9, 2005**

Present: Scott Delcourt, Julia Halevy, Sandra Holley, Dale Kinney, Mary Martin, Harry Richards, Jim Shaefer, Richard Sleight, Mick Thompson

Regrets: Jake Kilmarx, Cari Moorhead

President Richards called the meeting to order at 7:40 a.m.

Julia Halevy and Mary Martin were welcomed to the Board.

The minutes of the October 31, 2005 were accepted.

Membership Report:

Scott Delcourt reported that 114 institutions had paid membership dues in the month since the mailing had gone out, and that the Association was on pace to surpass last year's total membership. A report of paid members and institutions that had not paid was distributed. Executive Committee members were encouraged to contact institutional representatives in their regions who had not yet renewed NAGS membership.

A discussion ensued on the best ways to increase membership. Ideas presented included targeting new graduate schools through the Carnegie Foundation website, a mailing to all new graduate deans in the NAGS region, promoting the annual meeting to encourage institutions to sign up for membership, using conference topics to recruit graduate schools (for example, focusing a session on K-12 education to attract graduate schools of education), and producing a new brochure which describes the benefits of NAGS membership (possibly something that could be sent out electronically).

Richard Sleight relayed a proposal from Scott Bass for a \$1000 patron membership to NAGS for graduate schools willing to do so.

Awards Committees:

Dissertation Award (Agricultural, Biological and Health Sciences): Richard Sleight

Teaching Award: Mick Thompson

Geoffrey Marshall Mentoring Award: Julia Halevy

Master's Thesis Award (Physical Sciences, Mathematics and Engineering): Jake Kilmarx

Nomination materials were sent out the first week in November. The deadline for submission of materials for the all awards is February 1, 2006. A reminder for the NAGS awards and membership renewal, along with a "Save the Date" notice regarding the 2006 meeting will be sent to all institutional contacts via e-mail.

2006 Annual Meeting:

President Richards asked Executive Committee members for updates regarding their sessions. An revised meeting agenda follows.

Executive Committee members were reminded to get their session titles and speakers to Scott as soon as possible so that the conference mailing could be sent to NAGS members.

Tentative program for the 2006 annual meeting:

ANNUAL MEETING
NORTHEASTERN ASSOCIATION OF GRADUATE SCHOOLS
Sheraton Harborside Hotel, Portsmouth, NH

Thursday, April 6, 2006

1:15 p.m. - 2:30 p.m. Plenary Session I: (Meeting the Needs of the University's Research Library)
Presenters:
Moderator: Gwen Davies and Dale Kinney

2:30 p.m. - 3:00 p.m. Add Session on UMI/Open Access with Cathleen May (*Scott has confirmed with Kathleen*)

3:00 p.m. – 3:15 p.m. Break

3:15 p.m. - 4:30 p.m. Plenary Session II: (CGS Update)
Presenters: Deborah Stewart, CGS staff
Moderator:

4:30 p.m. - 5:30 p.m. Keynote Address: Ann W. Hart, President, University of New Hampshire
Moderator: Harry Richards

6:00 p.m. - 7:00 p.m. Reception

7:00 p.m. Opening Banquet: New England Clambake

Friday, April 7, 2006

8:00 a.m. - 9:00 a.m. Executive Committee Breakfast

9:00 a.m. - 10:15 a.m. Plenary Session III: (Legal Issues: What Every Graduate Dean Should Know)
Presenters: *(Jim has speakers in mind)*
Moderator: Jim Schaefer

10:15 a.m. - 10:30 a.m. Break

10:30 a.m. - 11:45 a.m.	Plenary Session IV: (Responsible Conduct of Research by Graduate Students) Presenters: (<i>Harry recruiting speakers</i>) Moderator: Harry Richards
12:00 p.m. – 1:30 p.m.	Awards Luncheon Graduate Teaching Award Recipient: Presented by: Mick Thompson
	 Geoffrey Marshall Mentoring Award Recipient: Presented by: Julia Halevy
	 Dissertation Award Recipient: Presented by: Richard Sleight
	 Master's Award Recipient: Presented by: Jake Kilmarx
2:00 p.m. – 3:30 p.m.	Plenary Session V: (Graduate Student Services: What's Needed?) (<i>Focus on legal services; need to survey membership?</i>) Presenters: Moderator: Susan Guma and Marty Kreiswirth
3:30 p.m. – 3:45 p.m.	Break
3:45 p.m. – 5:00 p.m.	Plenary Session VI: (Advising Graduate Students from Diverse Backgrounds) - <i>based on presentation at National Academic Advising Association meeting</i> Presenters: (<i>Susan Campbell, others?</i>) Moderator: Julia Halevy and Cari Moorhead
5:15 p.m. – 5:45 p.m.	NAGS Business Meeting
6:00 p.m. - 7:00 p.m.	Reception
7:00 p.m.	Evening on the Town
<u>Saturday, April 8, 2006</u>	
9:00 a.m. - 10:15 a.m.	Plenary Session VII: (Update on Changes in TOEFL and GRE Exams) Presenters: David Payne (<i>Confirmed per Mick</i>) Moderator: Mick Thompson
10:15 a.m. - 10:30 a.m.	Break

10:30 a.m. – 11:45 p.m. Plenary Session VIII: (The Paperless Graduate Office) - *A show and tell presentation*
Presenters: (*Mary recruiting speakers*)
Moderator: Mary Martin

12:00 p.m. - 12:15 p.m. Closing Remarks

After a brief discussion of Richard Sleight's trip to China, the meeting adjourned at 8:59 a.m.

Submitted,

Scott G. Delcourt
Secretary-Treasurer