

GRADUATE AFFAIRS COUNCIL

Friday, March 7, 2008

1:00 p.m. – Peters Hall Conference Room A041

PRESENT: Mary Atwell, Liz Altieri for Debora Bays, Matthew Brunner, Jolae Brocato, Linda Creighton, William Flora, Kristin Froemling, Gerald Gordon, Bob Hiltonsmith, Donald Langrehr, Virginia Burggraf for Janet McDaniel, Lori Elis for Stephen Owen, Robert Trent.

1. MINUTES

Minutes from the February 1, 2008 meeting were approved as presented.

2. SUB-COMMITTEE REPORTS

Graduate Faculty – Fifteen graduate faculty applications not requiring Graduate Affairs Council review was reported as attached. Four applications requiring subcommittee review were presented and recommended for approval. The applications were approved as presented.

Academic Course and Program Review – The Academic Course and Program Review subcommittee met on Friday, February 15, 2008 and met virtually the week of February 25, 2008. Minutes to include recommendations and necessary follow-up from these meetings were distributed and are maintained on file in the graduate college. A motion was made, seconded and approved by consensus to approve the minutes as presented changing members present to Liz Altieri *for Debora Bays* in the February 15 minutes. An annual report reflecting minute actions for Academic Course and Program Review for 2007-2008 is maintained and updated on the graduate college website at <http://www.radford.edu/gradcollege/faculty/index.html>.

Graduate Student Council (GSC) – GSC President, Kathryn Douglas was unable to attend the meeting. In an email from Ms. Douglas, Dr. Atwell reported that the GSC is beginning to recruit for next years council and faculty were asked to pass along the names of students who might be interested in membership.

Probation Suspension Task Force – The Probation Suspension Task Force met on February 21 (Mary Atwell, Jim Werth, Liz Altieri and Matthew Brunner). Recommended changes to the section “Conditional” on page 17, and section “Retention Policies - Good Standing and Probation; Dismissal” on page 54 of the graduate catalog were distributed by email prior to the meeting. Discussion followed and Council members agreed that the changes made the policies clearer without changing actual policy. A motion to approve the recommendations as presented was made, seconded and approved by consensus.

3. DISCUSSION

Informatics Certificate Program Changes – A memorandum of proposed changes to the Informatics Certificate Program requirements and an approved memo to Dr. Stanton were presented and discussed. The motion presented in the memorandum to reduce the required credit hours from 15 to 9 was seconded and approved by Graduate Affairs Council.

Graduate Student Awards – Dr. Atwell reported that an email was sent yesterday to all graduate faculty with information pertaining to the annual graduate student awards process. Robert Trent volunteered to chair the awards selection committee again this year with other committee volunteers Bob Hiltonsmith, Kristin Froemling and Mary Atwell. A meeting will be established immediately after the April 11th application deadline.

Graduate Assistantships – Dr. Atwell distributed a handout and discussed the inclusion of a statement in the graduate assistantship appointment letter and on the graduate college website beginning this semester notifying students that a graduate assistantship acceptance given or left in force after April 15 commits the student not to accept another offer without first obtaining a written release from the institution to which a commitment has already been made. Similarly, an offer by an institution after April 15 is conditional on presentation by the student of the written release from any previously accepted offer. Under current university policy students are under no obligation to respond to offers of financial support prior to April 15.

Dr. Atwell stated that the graduate assistantship allocations previously distributed were very conservative as the state and university budget has not been finalized. When the budget is finalized it is possible that additional graduate assistantships may be available.

4. ADJOURN

The meeting was adjourned at approximately 1:25 p.m.

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**Recommendations from Graduate Faculty Sub-Committee
Graduate Affairs Council Meeting
Friday, March 7, 2008**

Graduate Faculty Status		
Barbara Honaker	Social Work	SOWK 641, 642, graduate practice (Request to add SOWK 625)
Margaret Bassett	Nursing	CHHS 686
Adjunct Graduate Faculty Status		
Graduate Faculty Associate		
Victoria Harding	Communication Sciences and Disorders	COSD 640
Laura Gorzycki	Communication Sciences and Disorders	COSD 640

**Graduate Faculty Applications Not Requiring Sub-Committee Review
(Approved Since Last Graduate Affairs Council Meeting)**

Graduate Faculty Status		
Rodrigo Hernandez	Accounting, Finance and Business Law	
Steven Beach	Finance	
Eugene Fellin	Music	
Alan Forrest	Counselor Education	
Patricia Talbot	STEL – Elementary Education	
Gaston Dembele	STEL – Elementary Education and Reading	
Tim Poland	English	
Tamara Wallace	STEL – Elementary Education	
Bruce Mahin	Music	
Iain Clelland	Management/ Business & Economics	
Virginia Burggraf	Nursing	
Mary Hope Gibson	Nursing	
Carol Geller	STEL – Special Education	
Lisa Onega	Nursing	
Marilyn Meador	Music	
Graduate Faculty Associate		