PRESEN T: Dennis Grady (presiding), Laura Jacobsen (ex officio), Brad Bizzell, John Brummette, Megan Coulter for Matthew Brunner, Dickinson, Susan Schoppelrey for Rana Duncan-Daston, Lori El is, Lauren Flora, James Gumaer, Kay Johnson, Jennifer Jones, Eric Mesmer, Jenessa Steele, Stacy Turmel, Brenda Tyler, Patricia Winter, Paul Witkowsky
Staff: Patricia Phillips (recorder), Julienne Boone, Rebecca Conner, Teri Hills, Michele Ralston

1. CALL TO ORDER/INTRODUCTIONS

The meeting was called to order at approximately 1:03 p.m. by Dr. Dennis Grady.

2. MINUTES

A motion was made and seconded to approve the minutes from the April 3, 2015 GAC meeting. The minutes were approved by consensus.

3. ANNOUNCEMENTS

- There will be a webinar on May 21st from 1:00 – 2:30 p.m. in Walker 279 entitled “Incorporating Faculty in Graduate Program Recruitment”. All GAC member and Program Coordinators are encouraged to attend.

- Discussion was held regarding Thesis submissions. Topics of this discussion included the draft deadline of April 1st, the May 1st deadline for final draft and the 80% completion of draft before submission. Teri Hills suggested extending the draft deadline to April 24th and then the final draft due by last day of exams.

- Dean Grady announced that the following Programs/Certificates have passed Faculty Senate approval:
  - Design Thinking Certificate
  - Gerontology Certificate
  - Athletic Training Program
  - Occupational Therapy Doctorate Program
  - Forensic Science Program

  The two certificates will move forward as scheduled, but the new programs will require more clarification regarding budgeting needs.

- It was announced that the Board of Visitors will meet next week to discuss a tuition increase for the upcoming academic year. This increase will affect the new program implementation.

- The Hooding and Commencement ceremony will be held on May 8th at the Dedmon Center. It is estimated that 260 students will be participating this year.
• Rebecca Conner announced that today is Nathan Norman’s last day. We are hoping to have a replacement soon.

• Ms. Conner also announce that the annual changes to the application needs to be submitted by next week.

• It was announced that CollegeNet will be on campus June 11th to demonstrate video interviewing.

4. SUBCOMMITTEE REPORTS

**Graduate Faculty** – A report of 11 graduate faculty applications were processed since the last GAC meeting on April 3, 2015. The report was accepted as presented. (See attached).

**Academic Course and Program Review** – Dr. Jacobsen presented the report from the April 17th subcommittee meeting, as attached. The report was approved as presented.

**Policies and Procedures Committee** – Dr. Jacobsen presented a couple proposals from this subcommittee:

  o The first proposal is regarding the “Time to Degree”. (See attached). With some discussion a motion was made to approve. Motion passed by consensus.
  o The second proposal presented is regarding “Student Complaints” website. (See attached). With some discussion a motion was made to approve. Motion passed by consensus.

5. GOOD OF THE ORDER

• Dean Grady expressed his and the College’s thanks to everyone for all their hard work throughout the year.

6. ADJOURN

Dr. Grady adjourned the meeting at 1:48 p.m.
### Full Graduate Faculty Status - 5 year term

<table>
<thead>
<tr>
<th>Name</th>
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<th>Limitation(s)</th>
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<tbody>
<tr>
<td>Kristan Morrison</td>
<td>STEL</td>
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<tr>
<td>Kim Gainer</td>
<td>English</td>
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<tr>
<td>Adrienne Means-Christensen</td>
<td>PSYC</td>
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<tr>
<td>Vince Hazleton</td>
<td>COMM</td>
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<tr>
<td>Bill Kennan</td>
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### Associate Graduate Faculty Status - 3 year term

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<tr>
<th>Name</th>
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<tbody>
<tr>
<td>Erin Kerfoot</td>
<td>PSYC</td>
<td>PSYC 630</td>
</tr>
<tr>
<td>Karen Stinson</td>
<td>STEL</td>
<td>EDSP, 526, 527, 628, 755, 756</td>
</tr>
<tr>
<td>Michele Ren</td>
<td>English</td>
<td>Cannot direct a Master's Thesis</td>
</tr>
<tr>
<td>Carter Turner</td>
<td>Bioethics</td>
<td>Can only direct the Bioethics Certificate - No teaching responsibilities</td>
</tr>
<tr>
<td>Joe Staniunas</td>
<td>COMM</td>
<td>COMS 544</td>
</tr>
<tr>
<td>David Townsend</td>
<td>PSYC</td>
<td>PSYC 798</td>
</tr>
</tbody>
</table>
I. EDEF

A. Program Revision

1. EDEF 01-15-040915 Revision to the M.S. in Education – Masters Core Courses – Educational Research Approved
2. EDEF 02-15-040915 Revision to the M.S. in Education – Masters Core Courses – Content Area Studies Withdrawn
3. EDEF 03-15-040915 Revision to the Curriculum & Instruction concentration with Gifted Education Add-on Approved
4. EDEF 04-15-040915 Revision to the M.S. in Education – Educational Technology Approved
5. EDEF 05-15-040915 Revision to the Early Childhood Concentration Approved
6. EDEF 06-15-040915 Same as EDEF 01-15-040915
7. EDEF 07-15-040915 Revision to the Curriculum & Instruction concentration – Educational Research Approved

B. New Course Proposal

1. EDEF 08-15-040915 EDEF 605 “Introduction to Educational Research” Approved

C. Course Description and Syllabi Change


II. EDEL

A. Program Revision

1. EDEL 01-15-040715 Revision to address changes in the Educational Leadership Constituency Council standards Approved
B. New Course Proposal

1. EDEL 02-15-040715  EDEL 616 “Best Practices in Curriculum, Instruction, and Assessment for School Administrators”  Approved
2. EDEL 03-15-040715  EDEL 618 “Educational Leadership for Diverse Learners”  Approved

III. EDME

A. New Course Proposal

1. EDME 01-15-040915  EDME 512 “Assessing Student Learning”  Approved

B. Program Revision

1. EDME 02-15-040915  Revision to reflect new course which will be co-listed with EDME 412  Approved

IV. EDSP

A. Course Syllabus Change

1. EDSP 01-15-040715  EDSP 670  Approved
2. EDSP 04-15-040915  EDSP 536  Approved
3. EDSP 05-15-040915  EDSP 538  Approved
4. EDSP 06-15-040915  EDSP 602  Approved
5. EDSP 07-15-040915  EDSP 638  Approved
6. EDSP 12-15-040915  EDSP 740/741  Approved

B. Program Revision

1. EDSP 02-15-040915  M.S. in Special Education  Approved

C. Course Prerequisite/Description/Title/Number/Syllabus Change

1. EDSP 03-15-040915  EDSP 526 – Course Description and Syllabus Change  Approved
2. EDSP 08-15-040915  EDSP 674 – Course Description, Number and Syllabus Change  Approved
3. EDSP 09-15-040915  EDSP 676 – Course Prerequisite, Description, Title and Syllabus Change  Approved
4. EDSP 10-15-040915  EDSP 677 – Course Description Change  Approved
D. New Course Proposal

1. EDSP 11-15-040915   EDSP 691 “Emergent Literacy for Students with Complex Language and Learning Needs”   Approved

V. MBA

A. Program Revision

1. MBA 01-15-032415   Approved

B. New Course Proposal

2. MBA 03-15-032415   ECON 631 “Institutions and Entrepreneurial Decision-Making”   Approved
3. MBA 04-15-032415   MGNT 630 “High Performance Innovation”   Approved
4. MBA 05-15-032415   MKTG 658 “Service and Product Innovation for Organizations”   Approved

VI. MUSC

A. Program Revision

1. MUSC 01-15-041615   Address an academic program review deficiency
2. MUSC 07-15-041715   Keep MA core requirements consistent with the MS core changes

The above two proposals were approved, contingent upon meeting about SCHEV regulations.

B. New Course Proposal

1. MUSC 02-15-041615   MUSC 602 “The History and Analysis of Western Art Music”   Approved
2. MUSIC 03-15-041615   MUSC 643 “Supervision and Training for Music Therapists”   Approved
3. MUSC 04-15-041615   MUSC 645 “Research Methods in Music Therapy”   Approved
4. MUSC 05-15-041615   MUSC 646 “Music Therapy and Music Medicine in Long-term Care”   Approved
VII. NURS

A. New Course Proposal

1. NURS 01-15-041515 NURS 708 “Mental Health & the Older Adult – Clinical” Approved
2. NURS 03-15-031615 NURS 740 “Advanced Nursing Practice in Psychiatric Mental Health: Theory & Practice Across the Lifespan” Approved
3. NURS 04-15-031615 NURS 741 “Neuropathophysiology & Differential Diagnosis of Mental Disorders: A Lifespan Approach” Approved
4. NURS 05-15-031615 NURS 742 “Psychotherapeutic Treatment Modalities & Clinical Psychopharmacology” Approved
5. NURS 06-15-031615 NURS 743 “Psychiatric Mental Health Nurse Practitioner Residency I: Children & Adolescents” Approved
6. NURS 07-15-031615 NURS 744 “Psychiatric Mental Health Nurse Practitioner Residency II: Adults & Geriatrics” Approved

B. Course Description and Title Change

1. NURS 02-15-031615 NURS 704 change the name from “Advanced Practice in Rural Health Communities” to “Health Promotion and Disease Prevention” Approved

C. Revision of Existing Program

1. NURS 08-15-041515 Approved
2. NURS 09-15-041515 Approved

VIII. SOWK

A. Other Catalog Revision

1. SOWK 02-15-040815 Graduate Catalog MSW program needs to be revised and up-dated Approved
1. TIME TO DEGREE

Current Language:

All requirements for the master’s degree or Educational Specialist (Ed.S.) degree must be completed within six academic years. Neither Radford University courses nor transfer courses more than six academic years old at the time of graduation will be allowed as part of the hours for graduation. All requirements for a doctoral degree must be completed within eight years. Neither Radford University courses nor transfer courses more than eight academic years old at the time of graduation will be allowed as part of the hours for graduation for a doctorate. At the discretion of the degree program, one or more courses that may fall within the time limit for any program may not necessarily be accepted.

All requirements for the thesis must be completed within the time frame by which the degree must be completed; six academic years for a master’s or eight academic years for a doctorate.

Proposed Language:

All requirements for the master’s degree or Educational Specialist (Ed.S.) degree must be completed within six years, based on the initial term of program enrollment. Neither Radford University courses nor transfer courses more than six years old at the time of graduation will be allowed as part of the hours for graduation. All requirements for a doctoral degree must be completed within eight years. Neither Radford University courses nor transfer courses more than eight years old at the time of graduation will be allowed as part of the hours for graduation for a doctorate. Degree programs have the discretion not to accept one or more courses that fall within the time limit for the program.

All requirements for the thesis must be completed within the time frame by which the degree must be completed; six years, based on the initial term of program enrollment for a master’s or eight years, based on the initial term of program enrollment for a doctorate.

2. “STUDENT COMPLAINTS” WEBSITE
(see other attachment)

a. In the Narrative, paragraph 2:

“The University has the following procedures for addressing written complaints from undergraduate and graduate students…”

b. Current Language:

Graduate Students’ Complaints can be lodged by following the Graduate Student Grievance Procedures, posted at http://www.radford.edu/content/dam/colleges/cgps/PDF/grievanceprocedures.pdf.

b. Proposed Language:
**Graduate Students** may initiate a non-grade grievance if contending that the process followed in reaching an evaluation or decision has been arbitrary or capricious. Graduate student grievances can be lodged by following the Graduate Student Grievance Procedures, posted at [http://www.radford.edu/content/dam/colleges/cgps/PDF/grievanceprocedures.pdf](http://www.radford.edu/content/dam/colleges/cgps/PDF/grievanceprocedures.pdf).

c. In the section on “Uncategorized Student Complaints…”:

“The University is in the process of finalizing a written student complaint policy for issues not covered by other policies…”

NOTE: We recommend including in the “Uncategorized Student Complaint” policy something such as: “Undergraduate students who wish to file a complaint should … Graduate students who wish to file a complaint not addressed in the prior sections above should consult their graduate program coordinator or department chair.”