

GRADUATE AFFAIRS COUNCIL

Friday, May 1, 2015
1:00 p.m. – Heth Hall 043

PRESENT: Dennis Grady (*presiding*), Laura Jacobsen (*ex officio*), Brad Bizzell, John Brummette, Megan Coulter for Matthew Brunner, Dickinson, Susan Schoppelrey for Rana Duncan-Daston, Lori Elis, 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. SUBCOMMITTE 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:

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

May 1, 2015
Graduate Faculty Application Status
 (Approved Since Last Graduate Affairs Council Meeting)

Full Graduate Faculty Status - 5 year term

Name	Dept	Limitation(s)
Kristan Morrison	STEL	
Kim Gainer	English	
Adrienne Means-Christensen	PSYC	
Vince Hazleton	COMM	
Bill Kennan	COMM	

Associate Graduate Faculty Status - 3 year term

Name	Dept	Limitation(s)
Erin Kerfoot	PSYC	PSYC 630
Karen Stinson	STEL	EDSP, 526, 527, 628, 755, 756
Michele Ren	English	Cannot direct a Master's Thesis
Carter Turner	Bioethics	Can only direct the Bioethics Certificate - No teaching responsibilities
Joe Staniunas	COMM	COMS 544
David Townsend	PSYC	PSYC 798

MINUTES
ACADEMIC COURSE AND PROGRAM REVIEW COMMITTEE
Friday, April 17, 2015
1:00 p.m. – Buchanan House 102

Present: Laura Jacobsen (presiding), Brad Bizzell, John Brummette, Olga Pogorelsky for Matthew Brunner, Kay Johnson, Douglas Mitchell

Staff: Patricia Phillips (recorder)

Guests: Vickie Bierman, Tim Channell, Holly Robbins

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

1. EDEF 09-15-040915 EDEF 606 “Foundations of Educational Research” **Approved.**

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

1. MBA 02-15-032415 FINC 651 "Financial Analytics: Applications for Data Analysis and Portfolio Construction" [Approved](#)
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](#)

5. MUSC 06-15-041615 MUSC 647 "Clinical Improvisation in Music Therapy" [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>.

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.”