

GRADUATE AFFAIRS COUNCIL

Friday, September 1, 2017

1:00 p.m. – Heth 043

Attendees: Laura Jacobsen (*presiding & ex officio*), Liz Altieri, Roann Barris, Brad Bizzell, John Brummette, Matthew Brunner, Darryl Corey, Scott Dunn, Lori Ellis, Deneen Evans, Ian Evans, Lauren Flora, Kay Johnson, Jennifer Jones-Powell, Amanda Kellogg, Kristin Machac, Eric Mesmer, Iris Mullins, Ruth Riding-Malon, Gary Schirr, Alex Siyufy, Ellen Taylor, Al Wojtera

Staff: Patricia Phillips (*recorder*), Julienne Boone, Penny Brooks, Rebecca Conner, Phillip Hardy, Teri Hills, Michele Ralston

1. CALL TO ORDER/INTRODUCTIONS

The meeting was called to order at approximately 1:02 p.m. by Dr. Laura Jacobsen.

2. INTRODUCTIONS

With the beginning of a new academic year introductions were made around the room. Dr. Laura Jacobsen introduced the newest staff member of the Graduate College, Ms. Penny Brooks, who assumed the role of Graduate Recruitment and Retention Specialist.

3. ANNOUNCEMENTS

- Dean Jacobsen announced that starting this year, Graduate Faculty will be included in all correspondence from the Graduate College, for example: GAC minutes, agenda, etc...
- Dean Jacobsen announced that the College's Opening Meeting was rescheduled for Thursday, September 7th from 3:00 p.m. – 5:00 p.m. in Cook 107.
- Phillip Hardy announced that there will be a Graduate Programs Open House on campus, Saturday, October 21 from 1:00 p.m. – 5:00 p.m. This event, which is open to current and perspective students, will also be advertised at recruitment fairs within the upcoming weeks. There will be more information forthcoming.
- Dr. John Brummette spoke about scheduling classroom tours for various programs and the need to schedule meetings with program coordinators to plan for these events. The purpose of these meetings will be to gather information that can be used to make a recruiting pitch to prospective students. The information will then be compiled into PowerPoint presentations and presented to current and prospective students during classroom visits.
- Dean Jacobsen announced that enrollments are ahead of last year at this time. At present, we have approximately 1,021 students enrolled. Although there is one drop period remaining, this number is not expected to drop below 1,000 students.

- Dean Jacobsen gave an update on the program videos and at this time they are still working on coordinating with departments to finalize these videos.
- Recruitment allocations will be distributed within the next couple weeks and programs will be receiving information regarding those budget during that time frame.
- Dean Jacobsen introduced Ian Evans, the Graduate Student Club President. Ian stated that the club is branching out by recruiting students from other programs and even electing a few as officers within the club. The first club meeting will be held on the 14th at 6:30 p.m.
- Patricia Phillips announced that students are turning in the request for travel forms for the Graduate Student Professional Development Award without following the proper procedures - which require students to apply for funding first. She demonstrated the easiest way to get to the Award website within the Graduate College's website. She asked coordinators to make sure students apply for funding first and then do the request for travel form.
- Dean Jacobsen spoke about the "Refer a Graduate Highlander Program," which allows faculty and staff to refer students for graduate school. Once the Grad College receives the student's information, someone from our staff will contact that student to discuss his or her options for graduate school.
- Dean Jacobsen announced that the Jump Start Program was recommended last year and will be more active this year. This program helps undergraduate seniors enroll in graduate courses. There will be two different forms to complete based on whether you are a currently enrolled senior or an external graduating high school senior. For more information please contact Teri Hills.

4. PRESENTATION

- Phillip Hardy conducted a PowerPoint presentation on recruiting and the changes that will be coming during the 2017-2018 academic year. (See attached)

5. NEW BUSINESS

- There will be a policy change going before the Policies and Procedures Committee regarding the "Waiver/Credit by Examination" and the time limit on credits. More information will be forthcoming.
- Ellen Taylor announced that there will be a Graduate Professional Fair on September 25 from 4:00 p.m. – 7:00 p.m.
- The subcommittees for GAC were assigned members. (See attached)

6. SUBCOMMITTEE REPORTS

- **Graduate Faculty** – A report of 38 graduate faculty applications were processed since the last GAC meeting on April 28, 2017. The report was accepted as presented. (See attached).
- **Academic Course and Program Review** – No report at this time.
- **Policies and Procedures Committee** – No report at this time.

7. FOR THE GOOD OF THE ORDER

- Ellen Taylor announced that the “first destination” survey will be disseminated to students by the end of this week. The scope of the survey is to identify what students will be doing after graduation.

8. ADJOURN

- Dean Jacobsen adjourned the meeting at 2:08 p.m.

September 1, 2017
Graduate Faculty Application Status
 (Approved Since Last Graduate Affairs Council Meeting)

Full Graduate Faculty Status - 5 year term

Name	Dept	Limitation(s)
Joyce Caughron	BIOL	
Wendy Downey	NURS	
Christi Callahan	NURS	
Gaston Dembele	STEL	
David Beach	ENGL	
Matthew Dunleavy	STEL	
Patricia Talbot	STEL	
Rodrigo Hernandez	AFBL	
Darren Minarik	STEL	
Jennifer Keith	CEHD	
Nicole Iannone	PSYC	
Linda Nussbaumer	CVPA	
Jack Call	CRJU	
Kathleen Arnold	PSYC	
Michael Meindl	COMM	
Pamela Frasier	ESHE	
Arco Paul	DPT	
Sunshin Lee	ITEC	
Robert Phillips	ITEC	
Steven Beach	FINC	
Alan Forrest	COED	

Associate Graduate Faculty Status - 3 year term

Name	Dept	Limitation(s)
Kurt Grosshans	STEL	EDUC 506, 639, 640
Karen Douglas	STEL	EDSP 667, 670, 674, 792
Amy Schirmer	STEL	EDRD 630, 641, 688
Joseph O'Conner	ART	ART 600, 605, 702
Jaye Wellons	STEL	EDSP 740, 741, 750
Heather Holbrook	STEL	EDET 619, 620 NURS 760, 761, 762, 763, 764
Bridgette Vest	NURS	
Gregory Brown	STEL	EDEL 612, 614, 616, 618, 620, 621, 624, 630, 635, 690
Horace Alan Seibert	STEL	EDEL 612, 614, 616, 618, 620, 621, 624, 630, 635, 690

Charlotte Sellers	STEL	EDUC 640
Tracey Nielsen	STEL	EDSP 526, 527, 628, 700
Charles "Jeff" Perry	STEL	EDEL 612, 614, 616, 618, 620, 621, 624, 630, 635, 690
Deborah King-Echternach	DPT	AHPT 884
Elizabeth Arthur	SOWK	SOWK 641, 642, 720, 791, 792
Carol Ann Cox	STEL	EDSP 651, 672
Michael Brad Powers	STEL	EDSP 504
Maureen Powers	STEL	EDSP 504

**Graduate Affairs Council
2017-2018**

OFFICERS

Dr. Laura Jacobsen, Chair
Dr. John Brummette, Vice Chair
Ms. Patricia Phillips, Recorder

SUBCOMMITTEES

*Academic Course & Program
Review*

Gary Schirr – COBE
Kristin Machac – CVPA
Brad Bizzell – CEHD
Eric Mesmer – CHBS
Iris Mullins – WCHHS
Jeff Pittges – ACSAT
Kay Johnson – Library
Matthew Brunner – Registrar-Ex Officio
Associate Dean - Convener
Patricia Phillips – Recorder

Graduate Faculty

Gary Schirr – COBE
Robert Trent – CVPA
Liz Altieri – CEHD
Lori Eliz – CHBS
Lauren Flora – WCHHS
Jeff Pittges – ACSAT
Dean – Convener
Patricia Phillips – Recorder

Student Grievance Committee

Gary Schirr – COBE
Robert Trent – CVPA
Jennifer Powell – CEHD
Amanda Kellogg – CHBS
Alex Siyufy – WCHHS
Jeff Pittges – CSAT
Dean - Convener
Will be appointed as needed.

Policies & Procedures

Gary Schirr – COBE
Roann Barris – CVPA
Darryl Corey – CEHD
Scott Dunn – CHBS
Deneen Evans – WCHHS
Jeff Pittges – CSAT
Associate Dean - Convener

Other committees and work groups formed as needed.

Recruitment for 2017-2018

RADFORD
UNIVERSITY

College of Graduate Studies

Fall 2017

Competitive Marketplace

- Nationally Graduate Enrollment is down
 - More applications, less enrollments
- More Graduate Programs
 - More schools offering more degrees
- Online Options
- Changes in application requirements

Graduate College

RADFORD UNIVERSITY

How we are changing

- Being more aggressive
 - Email campaigns
 - Phone calls
 - Using a heavy touch
- Adapting our approach
 - Social Media
 - Outreach
 - Bigger on campus focus
- Open House October 21st
 - Saturday 1-5

On Campus Presence

- Bonnie Events
- Class Room Tour
- Campus Ads
- Individualize Outreach

What can you do?

- Timely responses to students
- Test Drive Grad School Program
- Quicker application review
- Use assistantships as a recruiting tool
- Faculty Referral Program
 - Refer a Graduate Highlander Program
 - Button on our grad college's webpage
 - Encourage your faculty to participate

Personalize Phone Calls

- Phone calls really matter
- Studies show the positive impact
- Calls on all inquiries
- Combined efforts
 - Programs, faculty, recruiting, Deans
- Other targets besides inquiries
 - Incomplete Apps
 - Radford undergrads
 - Admits with no decision

Let us know what we can do

- Many great ideas come from you
 - Have the Student Contact
 - Open to new ideas
 - We are here to help
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- Questions?

We are here to support you

phardy1@Radford.edu

EX 5327

pbrooks9@Radford.edu

EX 5179