

## GRADUATE AFFAIRS COUNCIL

Friday, September 5, 2014

1:00 p.m. – Heth Hall 043

**PRESENT:** Dennis Grady (*presiding*), Laura Jacobsen (*ex officio*), John Brummette, Matthew Brunner, Virginia Burggraf, Jeff Chase, Joan Dickinson, Rana Duncan-Daston, Lori Elis, Lauren Flora, James Gumaer, Sarah Hastings, Rodrigo Hernandez, Kay Johnson, Eric Mesmer, Douglas Mitchell, Eloise Philpot, Holly Robbins, Ed Swanson, Stacey Turmel, Patricia Winter, Paul Witkowski

**Staff:** Patricia Phillips (*recorder*), Becca Conner, Dorothy Conner, Teri Hills, Nathan Norman, Michele Ralston, Donna Spradlin,

### 1. CALL TO ORDER/INTRODUCTIONS

The meeting was called to order at approximately 1:00 p.m. by Dr. Dennis Grady.

### 2. MINUTES

A motion was made and seconded to approve the minutes from the May 2, 2014 GAC meeting. The minutes were approved by consensus.

### 3. ANNOUNCEMENTS

- Dean Grady discussed the current enrollment status and budgetary issues facing the Graduate College and University.
  - The number of transfer students was lower than expected for this year.
  - The university budgeted on a retention rate of 78%, but the rate for freshmen to sophomore ended up being 74%.
  - There are fewer graduate students.

There are four principles guiding the budget deliberations.

- The teaching mission of the university will be protected at all costs.
  - The budget support for enrollment management, advancement activities in Academic Affairs and other activities potentially leading to enhanced or new stream of revenue will be protected at all costs.
  - No across the board cuts.
  - Junior faculty will be supported above anyone else.
- There are still a lot of unknowns and more information will be forthcoming.
- The Graduate College will be holding an Open House on Friday, September 19 from 3:00 – 5:00 p.m. at Buchanan House.
  - There will be a Graduate Coordinators Training session on Friday, September 12 at 1:00 pm. in Heth 022. There will also be a Program coordinators' handbook published in the near future.
  - Dr. Jacobsen announced that there will be a 3-Minute Thesis interest meeting on Tuesday, September 16 at 4:00 p.m. in Heth 016.

- The Professional Development Series is still moving forward. There will be at least 3 – 4 sessions this fall, as well as in the spring.
- There has been some interest from students regarding the Graduate Student Council. Dr. Jacobsen asked that program submit names of representatives to the Graduate College by Friday, September 26.
- Melissa Wohlstein has been hired as the new Vice President for Advancement.
- Dr. Grady announced that there is now a graduate seat deposit for those programs that want to make sure that when a student is admitted that they actually enroll at Radford University. The seat deposit is \$500 and will apply to the student's tuition.
- Language and Culture Institute at Radford University: <http://www.radford.edu/content/lci/home.html> . Charlene Dandrow, Associate Director of LCI at Radford is located in room 207, Young Hall. There are six conditional letters of admission for students who are wanting to come to Radford. Dr. Grady will invite Charlene Dandrow to the October GAC meeting.
- Thank you to everyone who attend the Graduate Summer Retreat at Selu on July 24, 2014. There was a lot of very useful information presented to the Graduate College at that session.
- Patricia Phillips demonstrated the “My Portfolio” section of the Graduate Catalog and demonstrated how to customize the catalog for individual use. This feature of Acalog will help finding items in the catalog a little simpler. If you should need further assistance, please contact Patricia at [paphillips@radford.edu](mailto:paphillips@radford.edu) or at 831-7163.
- There are four standing subcommittees to the GAC. The listing of their respective memberships is attached.

#### 4. **SUBCOMMITTEE REPORTS**

**Graduate Faculty** – A report of 58 graduate faculty applications were processed since the last GAC meeting on May 2, 2014. The report was accepted as presented. (See attached).

**Academic Course and Program Review** – Dr. Jacobsen presented the report from the May 6<sup>th</sup> subcommittee meeting, as attached. The report was approved as presented.

**Policies and Procedures Committee** – No report at this time.

#### 6. **GOOD OF THE ORDER**

- A discussion was held on the tracking of enrollments.

**7. ADJOURN**

Dr. Grady adjourned the meeting at 2:27 p.m.

**September 5, 2014**  
**Graduate Faculty Application Status**  
 (Approved Since Last Graduate Affairs Council Meeting)

**Full Graduate Faculty Status - 5 year term**

Name	Dept	Limitation(s)
Kathryn Hoover	STEL	
Tricia Easterling	STEL	
Boyoung Park	STEL	
Sarah Strouss	School of Nursing	NURS 712, 713, 732, 733
Virginia Weisz	School of Nursing	NURS 773, 728, 729
Charlotte Sellers	STEL	
Ann Mary Roberts	STEL	
Gloria Just	School of Nursing	
Alexei Orlov	Economics	
Nozar Hashemzadeh	Economics	
Jean Mistele	Mathematics and Statistics	
Neil Sigmon	Mathematics and Statistics	
Joseph Chase	ITEC	
Donald Samson	English	
Donna Boyd	Anthropological Sciences	
Franklin Jones	CSAT	
Bruce Blaylock	COBE	
Bruce Mahin	Music	
Iris Mullins	School of Nursing	NURS 802, 820, 821, 824, 825, 826, 827
James Gumaer	Counselor Education	
Holly Robbins	STEL	
Jim Borling	Music	
Lucy Hochstein	CRJU	
Twange Kasoma	Communication	
Jill Stewart	Mathematics and Statistics	
Ed Swantson	PT	AHPT 842
Renee Huth	PT	AHPT 830, 846, 850, 870, 890
Roann Barris	Art	
Richard Bay	Art	
Sharon Gilbert	STEL	
Tod Burke	CRJU	

**Associate Graduate Faculty Status - 3 year term**

Name	Dept	Limitation(s)
Joe Jones, III	PHRE	ETHC 640
Sharon Hartline	PHRE	ETHC 630
Kathleen Sullivan	Interior Fashion and Design	DSN 600, 605, 700, 705, 640, 611, 740, 615, 698, 645, 670

Erin Griffith	SOWK	SOWK 791, 792
Christie Norris-Bowling	SOWK	SOWK 791, 631
John Roman	SOWK	SOWK 791, 792
Deena Cress	SOWK	SOWK 791, 792
Stacy Williams	SOWK	SOWK 641, 642
Elizabeth Arthur	SOWK	SOWK 791, 792
Sherry Gearheart	SOWK	SOWK 641, 642
Alysia Hoover-Thompson	Counselor Education	COED 600, 606, 670, 686
Angela Scott	Counselor Education	COED 641, 642, 690, 611
Jeff Kresge	MUSC	MUSC 323, 324, 349, 450, 553, 571, 572, 671, 672, 698, 699
William Burnette	MUSC	MUSC 325, 326, 327, 450, 553, 572, 572, 671, 672, 698, 699
Lynn Graves-Jacomen	STEL	EDRD 630
Charlotte Sellers	STEL	EDUC 641
Alan Seibert	Educational Leadership	EDEL 630
Jessica McClung	Special Education	EDSP 651, 676, 672
Julie Ligon	Special Education	EDSP 675
Wendy Byers	Special Education	EDSP 660, 791, 792
Gregory Brown	Educational Leadership	EDEL 690
Thomas Brewster	Educational Leadership	EDUC 615, EDEL 626
Samantha Blevins	Educational Leadership	EDET 619, 630
Tracey Nielsen	STEL	EDSP 526, 527, 628
Darren Minarik	Special Education	EDSP 504, 545, 622, 651, 672, 676, 791/792
Rebecca Epperly	COSD	COSD 640, 650
Joshua Bradley	Counselor Education	COED 600, 686

**MINUTES**  
**ACADEMIC COURSE AND PROGRAM REVIEW COMMITTEE**  
**Tuesday, May 6, 2014**  
**1:00 p.m. - Heth 045**

**PRESENT:** Laura Jacobsen (presiding), Brad Bizzell, Matthew Brunner, Rodrigo Hernandez, Kay Johnson, Eric Mesmer, Patricia Winter  
**Staff:** Patricia Phillips (recorder)

**I. ART**

**A. Other Catalog Revisions**

1. ART 02-14-050614 NASAD Requirements **Approved**

**B. Course Title Change**

1. ART 03-14-050614 ART 699 "Research and Thesis" changed to ART 699 "Research, Thesis Exhibition" **Approved**

**II. COBE**

**A. Program Revision**

1. COBE 02-14-050214 Accelerated MBA **Approved**

**III. DSN**

**A. Course Prerequisite Change**

1. DSN 05-14-050214 Eliminate prerequisite for DSN 640  
**Approved**



**GRADUATE COLLEGE**  
**Dates and Deadlines**  
**Academic Course and Program Review (ACPR) Process**

These dates represent the beginning of the month when these meeting take place.

**March 1** – last date to submit to Associate Dean for ACPR approval

**April 3** – brought to GAC as new business

**May 1** – brought up at GAC as old business and for approval

The full Graduate Affairs Council meets on bolded dates below with additional Fridays\* reserved for sub-committee meetings and full Graduate Affairs Council meetings as necessary.

All meetings begin at 1:00 p.m. on the dates below unless cancelled or otherwise notified.

<b>Graduate Affairs Council (GAC) Meeting Schedule for 2014-2015</b>	
<b>September 5</b>	<b>Heth 043</b>
September 19*	Buchanan 102
<b>October 3</b>	<b>Heth 043</b>
October 17*	Buchanan 102
<b>November 7</b>	<b>Heth 043</b>
November 21*	Buchanan 102
<b>January 23</b>	<b>Heth 043</b>
January 30*	Buchanan 102
<b>February 6</b>	<b>Heth 043</b>
February 20*	Buchanan 102
<b>February 27</b>	<b>Heth 043</b>
March 20*	Buchanan 102
<b>April 3</b>	<b>Heth 043</b>
April 17*	Buchanan 102
<b>May 1</b>	<b>Heth 043</b>

***Graduate Affairs Council  
2014-2015***

***OFFICERS***

Dr. Dennis Grady, Chair  
Dr. Laura Jacobsen, Vice Chair  
Ms. Patricia Phillips, Secretary

***SUBCOMMITTEES***

***Academic Course & Program Review***

Rodrigo Hernandez – COBE  
Patricia Winter – CVPA  
Brad Bizzell – CEHD  
John Brummette – CHBS  
Doug Mitchell – CHHS  
Kay Johnson – Library  
Matthew Brunner – Registrar-Ex Officio  
Patricia Phillips – Recorder

***Graduate Faculty***

Rodrigo Hernandez – COBE  
Lori Elis – CHBS  
Jennifer Jones – CEHD  
Loren Flora – CHHS  
Joan Dickinson – CVPA  
Patricia Phillips - Recorder

***Student Grievance Committee***

Rodrigo Hernandez – COBE  
Holly Robbins – CEHD  
Joan Dickinson – CVPA  
Jeff Chase – CHBS  
Virginia Burggraf – CHHS  
Dean - Convener

***Policies & Procedures***

Rodrigo Hernandez – COBE  
Paul Witkowsky – CHBS  
Ed Swanson – WCHS  
Brenda Tyler – CEHD  
Eloise Philpot– CVPA  
Associate Dean - Recorder

**Other committees and work groups formed as needed.**