

## GRADUATE AFFAIRS COUNCIL

Friday, September 6, 2013

1:00 p.m. – Heth Hall 043

**PRESENT:** Nora Reilly (presiding), Brad Bizzell, John Brummette, Matthew Brunner, Virginia Burggraf, Joan Dickinson, Rana Duncan-Daston, Lori Elis, Ann Elliott for Jeff Chase, Lauren Flora, James Gumaer, Sarah Hastings, Rodrigo Hernandez, Kay Johnson, Jennifer Jones, Diane Hodge, Eric Mesmer, Douglas Mitchell, Kristan Morrison, Eloise Philpot, George Santopietro, Patricia Winter, Paul Witkowsky

**Staff:** Patricia Phillips (*recorder*), Jeanne Cox, Ryan Phillips, Donna Spradlin, Brian Drivas (GA)

### 1. CALL TO ORDER/INTRODUCTIONS

The meeting was called to order at approximately 1:00 p.m.

### 2. MINUTES

A motion was made and seconded to approve the minutes from the June 13, 2013 meeting. The minutes were approved by consensus.

### 3. ANNOUNCEMENTS

- The Graduate Catalog has been published. If you have any changes, please submit them to Patricia Phillips.
- Motions left on the table from last year (through June 13) must be reconsidered. These include:
  - i. Policy Subcommittee: “Waiver by Examination” and “MOOC” Policies
  - ii. ACPR
    1. MKGT 625 “Business Analytic Foundations”
    2. MKTG 630 “Predictive Analytics & Data Mining”
- Jeanne Cox gave everyone a handout regarding Online Student Orientation. This sheet will also be sent to all Graduate Students.
- Nora Reilly was nominated to be chair of the Graduate Affairs Council and was elected by consensus. Paul Witkowsky was nominated as vice chair. Dr. Witkowsky was elected vice-chair by consensus.
- Dr. Reilly asked for volunteers for the standing committees for this year: Academic Course and Program Review, Graduate Faculty, Graduate College Student Grievance, and Policies & Procedures. Volunteers were asked to indicate themselves as such on the sign-in sheet.
- The Graduate College is moving out of Lucas Hall sometime this year. The Graduate College will eventually move to the Buchanan House.
- Time cards will need to be submitted for all Graduate College supported students. These time cards will need to be submitted to Payroll in Davis 118.

- For any form that can be reasonably fillable, digital signatures may now be used. This process is to help with the legibility of the signatures once the forms are returned to the Graduate College. Dr. Lori Elis demonstrated how simple it is setting up a digital signature. Instructions for creating a signature are available on the Graduate College website. All who sign a form will need their own digital signature or else it will need to be printed.
- There will be a graduate research forum held in February, in Charlottesville, to showcase students from around the state. A call will go out shortly.
- The Graduate Student Council would like to be more active this year. They would also like to change the name to “Graduate Dean’s Advisory Committee”. Student nominations will be accepted from each program to meet with the Dean of the Graduate College at dates to be determined.
- The budget initiative for an increase in GTF work stipends came through in July. The continuous enrollment fee of \$50 has been implemented and placed in the catalog.
- All the internal procedures have been completed for Data Management and now it needs to go to SCHEV.
- A new certificate for “Teaching Language in the Digital Age” will start in Spring, 2014 and has been placed into the catalog.

#### 4. NEW BUSINESS

The following topics will need to be discussed at a future GAC meeting:

- Number of courses that can be validated when “expired”
- Validating courses outside of a home program
- Allowing non-degree seeking students to take a field placement
- “Should” versus “must” take comprehensive exam during final regular term
- Changing grades from IP or I to A-F – courses should be listed as “I” and all others should be listed as “IP”
- Grievance procedures for non-grade appeal issues will need to be addressed by the Policies and Procedures Committee

#### 5. SUBCOMMITTEE REPORTS

**Graduate Faculty** – Thirty-eight graduate faculty applications were processed since the last GAC meeting on June 13, 2013. 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.

**Grievance Committee** – No report at this time.

**6. ADJOURN**

Dr. Reilly adjourned the meeting at 2:04 p.m.

**September 6, 2013**  
**Graduate Faculty Application Status**  
 (Approved Since Last Graduate Affairs Council Meeting)

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

Name	Dept	Limitation (s)
Tammy Robinson	Interior Design & Fashion	
Joan Dickinson	Interior Design & Fashion	
Katherine Hilden	STEL	
Robert McCracken	STEL	
Jennifer Powell	STEL	
Debora Bays	STEL	
Kathleen Cox	School of Nursing	
Douglas Mitchell	Occupational Therapy	
Cynthia Creighton	Occupational Therapy	
Philip Mongan	Social Work	
Kathy Mitchell	Interior Design & Fashion	
Laurie Cubbison	English	
Farrell Doss	Interior Design & Fashion	
Katue Jatz	School of Nursing	
Danylle Kunkel	Management	
Holly Cline	Interior Design & Fashion	
Jonathan Tso	Geology	
Jason Davis	Biology	
Rebecca Scheckler	School of Nursing	
Stephen Owen	Criminal Justice	
Robert Saubert	Accounting, Finance & Business Law	
Jeff Pittges	ITEC	
Dayna Hayes	Psychology	
Christopher White	Music	
Kenneth Cox	COSD	
Lori Anthony	Interior Design & Fashion	

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

\* Designates Applications Recommended by the Graduate Faculty Sub-Committee

Name	Dept	Limitation(s)
Laura Mear	Occupational Therapy	OCTH 640 MUSC 553, 571, 572, 585, 601, 670, 671, 672, 694, 695, 697, 698
David Allen	Music	PSYC 692, 693
Amy Aussiker	Psychology	EDSP 781, 782, 791, 792
Kim Sheridan	STEL	EDRD 688
Billie Mullins	STEL	
Angela Scott	Counselor Education	COED 641, 642, 690 COED 606, 642, 670, 686
Bill McFeature	Counselor Education	

Whitney Wall-Bortz	Counselor Education	COED 606, 642, 670, 686
Jennifer Cook	Counselor Education	COED 606, 670, 686
Alysia Hoover-Thompson	Counselor Education	COED 606, 670, 686
Lauren Ermann	Counselor Education	COED 606, 642, 670, 686
Tara Bane	Counselor Education	COED 606, 642, 670, 686