

## GRADUATE AFFAIRS COUNCIL

Friday, November 7, 2014

1:00 p.m. – Heth Hall 043

**PRESENT:** Dennis Grady (*presiding*), Laura Jacobsen (*ex officio*), Megan Coulter for Matthew Brunner, Vickie Bierman for Virginia Burggraf, Jeff Chase, Joan Dickinson, Rana Duncan-Daston, Lori Elis, Sarah Hastings, Rodrigo Hernandez, Kay Johnson, Diane Millar, Douglas Mitchell, Eloise Philpot, Edward Swanson, Stacey Turmel, Brenda Tyler, Chris White for Patricia Winter, Paul Witkowsky

**Staff:** Patricia Phillips (*recorder*), Becca Conner, Michele Ralston, Donna Spradlin

**Invited Guest:** Provost Sam Minner

### 1. CALL TO ORDER/INTRODUCTIONS

The meeting was called to order at approximately 1:05 p.m. by Dr. Dennis Grady.

### 2. MINUTES

A motion was made and seconded to approve the minutes from the October 3, 2014 GAC meeting. The minutes were approved by consensus.

### 3. ANNOUNCEMENTS

- Provost Minner joined us for this session of the GAC for open discussions.
  - A handout (appended below) was passed out regarding the “Academic Affairs Tactics and Strategic Plan”. Discussion ensued on growth of graduate programs, especially professional programs.
    - Data Analysis and Information Management, potential Ed. D., and a potential major initiative at Roanoke Higher Education Center.
  - The floor was opened for questions, comments or other discussions.
    - Proctoring on-line course exams was discussed and it was suggested that Charley Cosmato research what is available and report back to GAC at a later date.
    - Dean Grady thanked the Provost for the funding to Graduate Students for travel.
    - Discussion was held on the involvement of Human Resources in controlling various aspects of faculty research awards.
    - Discussion was also held on upgrading buildings and parking on Radford University’s campus.
- Jessica Lane and Laura Barbir spoke to members of the GAC regarding the revamping of the Graduate Student Council. An email will be forthcoming regarding the next meeting date, time and place for the GSC.
- Becca Conner discussed tuition differential issues that have come up. There will be a motion coming from the Policies and Procedures Committee regarding making an official change in the Graduate Catalog. (see below)

- Laura Jacobsen discussed narrowing down the list of scholarship that are offered through the Foundation to only include the ones pertaining to Graduate Students. With the Foundations help, the narrowed listing will be available on our website within the near future.
- Dean Grady discussed two handouts that were passed out regarding “Enrollment Growth in 3 Years” and the Qualtrics Recruitment Survey results.
- Patricia Phillips reported on the standing of the Graduate Student Professional Development Award budget. She stated that as of today, \$1,789 has been awarded (with a few students still traveling), \$13,385 has been requested with three students being declined funding and two pulling out of conferences altogether. For spring semester there is approximately \$43,000 left in the travel budget.

#### **4. OLD BUSINESS**

- The “Three Minute Thesis” competition will be held on Wednesday, November 12<sup>th</sup> from 3:00 – 5:00 in Heth 022. There will be a total of 14 presenters for this first annual competition.

#### **5. NEW BUSINESS**

- Dr. Jacobsen presented a couple recommendations from the Policies and Procedures Committee that will be voted on at the next GAC meeting in January.
  - Recommendation regarding grading policy (see attached).
  - Recommendation regarding transcript credentialing. (see attached)
- Dean Grady presented the idea of using unofficial transcripts for initial review and the conditional admission of LCI applicants. He asked that the programs admitting LCI students discuss this issue and report back to GAC.
- Dr. Jacobsen discussed double counting courses and providing transfer credit to senior year students as it is presented in the catalog. Any suggestions on this matter will be taken to the Policies and Procedures Committee.
- Dean Grady presented a recommendation to change the name of the Graduate College. (see attached)
- There was also a recommendation presented to change the evaluation process for the Dean of the Graduate College. (see attached)

## 6. SUBCOMMITTEE REPORTS

**Graduate Faculty** – A report of 5 graduate faculty applications were processed since the last GAC meeting on October 3, 2014. The report was accepted as presented. (See attached).

**Academic Course and Program Review** – No report at this time. Next meeting will be November 21, 2014.

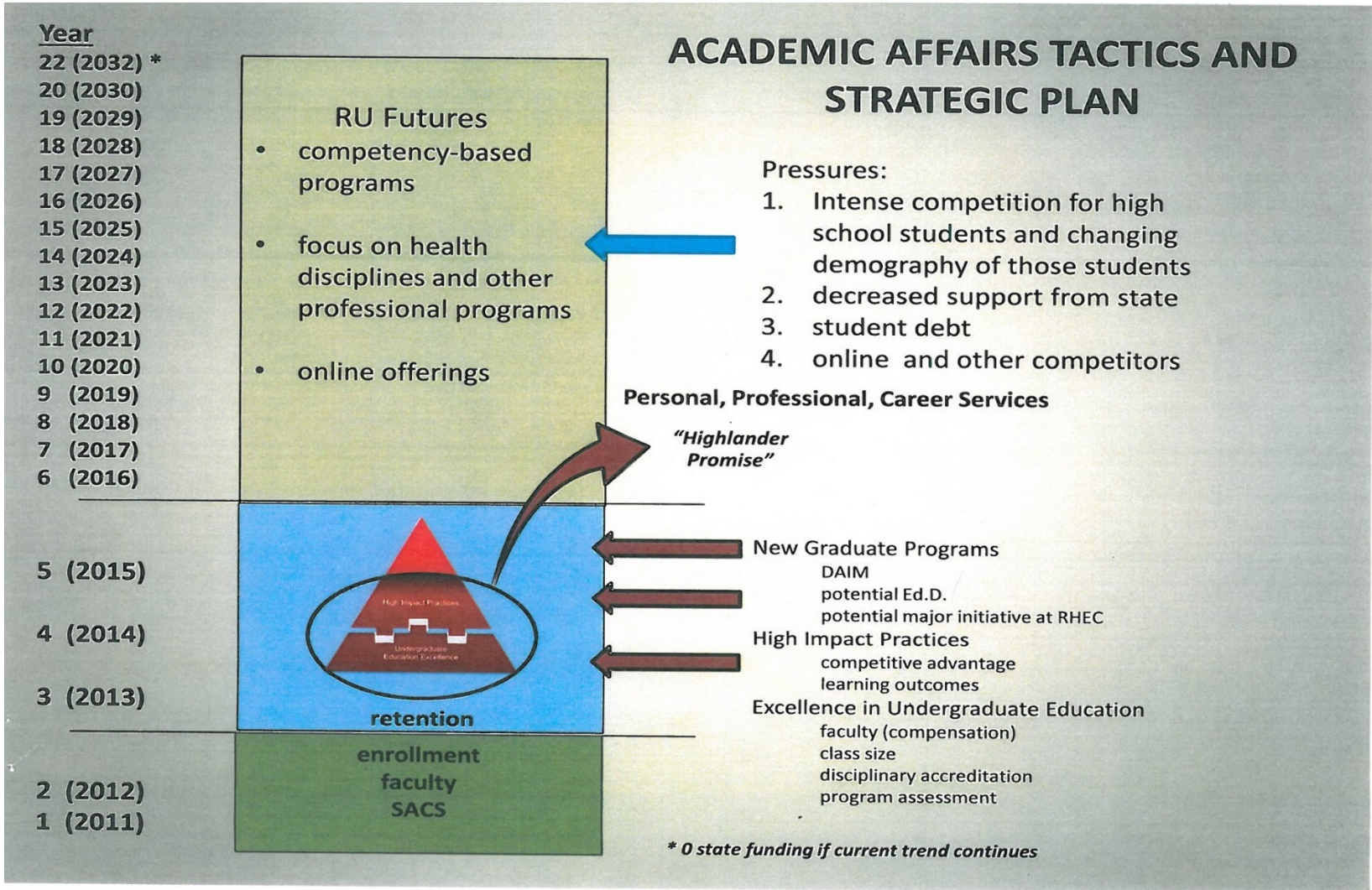
**Policies and Procedures Committee** – See attached and New Business section.

## 7. FOR THE GOOD OF THE ORDER

- Donna Spradlin announced that there have been 22 recruitment events attended thus far this year, with three more up and coming. Overall, inquiries are up about 8 – 10% over what we have had in the past couple years.
- Dean Grady announced that he is meeting with Richard Alvarez regarding additional recruitment funding within the next week.
- Dr. Jacobsen gave a report on the Professional Development series that have been held. Suggestions were made about possible change in the day and time of the series and how to get more students involved.

## 8. ADJOURN

Dr. Grady adjourned the meeting at 2:37 p.m.



**November 7, 2014**  
**Graduate Faculty Application Status**  
(Approved Since Last Graduate Affairs Council Meeting)

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

Name	Dept	Limitation(s)
Judith Malek-Ismail	OCTH	
Erin Webster-Garrett	English & QEP	
Robert Sheehy	Biology	

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

Name	Dept	Limitation(s)
Jaye Wellons	STEL	EDSP 750, 740, 741
Amy Schirmer	STEL	EDRD 632, 688, 641

## Policies and Procedures Committee

The Policies and Procedures Committee has drafted recommendations regarding grading policy and transcript credentialing. They are as follows:

### **Recommendations Regarding Grading Policy:**

There are several places where language appears for how the GPA will be calculated (<http://catalog.radford.edu/content.php?catoid=21&navoid=639>). Each of those ways is noted below.

1.

#### *Current Catalog Language*

### **Pass-Fail Courses**

All courses taken at Radford University while classified as a graduate student, except those in which a grade of "P" is obtained, will be used in calculation of the grade point average.

#### *Proposed Catalog Language*

### **Pass-Fail Courses**

Only those courses taken at the 500-level or above while classified as a graduate student, except those in which a grade of "P" is obtained, will be used in calculation of the grade point average.

2.

#### *Current Catalog Language*

### **Undergraduate Deficiencies**

After matriculation to the Graduate College, all work taken at Radford University to satisfy deficiencies will appear on the official transcript and will be calculated in the overall grade point average.

#### *Proposed Catalog Language*

### **Undergraduate Deficiencies**

After matriculation to the Graduate College, all work taken at Radford University to satisfy deficiencies will appear on the official transcript. Only those courses that are 500-level or above taken while classified as a graduate student shall be calculated in the overall grade point average.

3.

### ***Current Catalog Language***

#### **Supporting Courses**

All work taken as supporting courses will appear on the official transcript and will be calculated in the overall grade point average.

### ***Proposed Catalog Language***

#### **Supporting Courses**

Only those courses that are 500-level or above taken while classified as a graduate student shall be calculated in the overall grade point average.

### **Recommendations Regarding Transcript Credentialing:**

*Current Catalog Language:*

<http://catalog.radford.edu/content.php?catoid=21&navoid=637>)

Applicants must have each college or university attended send official records to the Graduate College. All records must be certified and translated into English. International applicants are encouraged to use a credential evaluation service if possible; however, this is not required.

*Proposed Catalog Language:*

Applicants must have each college or university attended send official records to the Graduate College. All records must be certified and translated into English. International applicants are required to use either American Association of Collegiate Registrars and Admissions Officers (AACRAO) or World Education Services (WES) as a credential evaluation service. Applicants are required to select the course-by-course report option for whichever credential evaluation service is chosen.

# Changing the Name of the Graduate College

## Current Name and Rationale

The formal name of the Graduate College evolved from the College of Graduate and Extended Education to the **College of Graduate and Professional Studies** in 2008 to reflect the intention of the University to move more aggressively in the continuing education field especially at the graduate level. Also at that time, the Office of Sponsored Programs and Grants Management was placed under the CGPS. Given the economic crunch besetting the University in 2008, the professional studies piece was never developed and the staff that would have developed that program was reassigned to other duties. Therefore, the name of the College does not reflect what the College actually does.

## Proposed Name and Rationale

The name proposed is the **College of Graduate Studies and Research**. This name more accurately describes what the College actually does and it identifies the unit under which research is administratively housed. This change would symbolize that the University supports and values research as a key part of its mission by having it in the name of a college. It also is common practice for those universities who place Sponsored Programs within the Graduate College to reflect that in the name of the college.

# Change the way the Graduate Dean is evaluated

## Current

Every member of the Graduate Faculty (approximately 250) is asked to evaluate the Dean.

## Proposed

Those individuals with whom the Graduate Dean interacts would evaluate the Dean. This would be:

- Members of the Graduate Affairs Council
- Graduate Program Coordinators who are not GAC members
- Department chairs/School directors with graduate programs
- Academic deans
- Staff of the Graduate College and Sponsored Programs

## Rationale

Currently the Graduate Dean is evaluated by individuals who may or may not have regular interaction with the dean. Therefore, the results of the evaluation are not very useful. A more meaningful set of evaluators is that group of individuals who work with the dean in an on-going and regular basis. This would provide more meaningful and actionable feedback on the dean's performance.