

GRADUATE AFFAIRS COUNCIL

Friday, March 5, 2010

1:00 p.m. – Hurlburt 248

PRESENT: Dennis Grady, Chair, Elizabeth Altieri, Matthew Brunner, Ann Elliott, Lori Elis, Wayne Gallops, Gerald Gordon, James Gumaer, Elizabeth Jamison, Donald Langrehr, Diane Millar, Douglas Mitchell, Eloise Philpot, Nora Reilly, Matt Shelor, Laura Spielman, Lynne Taylor, Jim Werth, Paul Witkowsky.

Guests: Donna Spradlin.

1. MINUTES

Minutes from the February 19, 2010 meeting were approved unanimously as presented. The draft copy will be updated on the graduate college website.

There was a request to follow-up with Mr. Alvarez's office to request access to his presentation from the last meeting.

2. ANNOUNCEMENTS

Highlander Days – Dennis Grady discussed upcoming Highlander Days, March 27, April 10, and April 17. Events for these days will begin at 10 am and conclude at Noon. Dennis Grady reported that in a recent Council of Deans meeting Dr. Stephen Nape, Vice Provost for Enrollment Planning and Management, offered to send a letter of invitation to accepted or interested graduate students. Programs interested should send students' names and addresses to Dennis Grady in the Graduate College. The Graduate College is planning a similar day in the fall for graduate students, possibly in November.

Summer Graduate Coordinator Stipends – Dennis Grady reported that stipends for summer Graduate Coordinators were finalized this morning. Summer stipends for the future will be built in the annual budget. Nora Reilly will be sending a template to summer program coordinators to use to provide a summary of summer activities.

Summer Research Grants – Former Summer Research Grant funding will roll into year round Research Grant funding. In the past \$200,000-\$500,000 in funding was made available at the end of the budget year. These funds will be built into annual budgets in the future. It is uncertain if the funds will be allocated directly to the program/department or through the Graduate College budget. Awards will range from \$1,000 to \$10,000. There will be no timeframe for spending the funds other than normal fiscal year ending deadlines, e.g., June 14th for 2010. More announcements will be made in the fall.

Provost Search Committee – Dennis Grady reported that he was asked to forward a T&R member of Graduate Affairs Council to be appointed to serve on the Provost Search Committee. There were three nominations. Paul Witkowsky will serve in that capacity and is charged to represent the graduate college to promote Strategic Directive #2 of the University 7-17 Strategic Plan to invest in graduate programs. Graduate program faculty

should send comments and recommendations to Paul Witkowsky via email at pwitkows@radford.edu.

3. SUB-COMMITTEE REPORTS

Academic Course and Program Review – Nora Reilly reported that the subcommittee met on Friday, February 26 at 1 pm in Lucas Hall. The minutes from this meeting were distributed and accepted with a minor typographical correction.

The following proposals, presented and recommended for approval or tabled (as noted) at the February 26th meeting, were accepted by Council members as previously moved and seconded:

Occupational Therapy

Course Description Changes

01-OCTH-10	OCTH 644, Occupational Therapy with Children
02-OCTH-10	OCTH 652, Physical Dysfunction Practice: Musculoskeletal
03-OCTH-10	OCTH 654, Physical Dysfunction Practice: Neurological
04-OCTH-10	OCTH 626, Psychosocial Occupational Therapy

Nursing

Course Description, Number, and Syllabus Changes

02-NURS-10	NURS 628/710, Advanced Pathophysiology
03-NURS-10	NURS 620/702, Theoretical Foundations in Nursing to <i>Theoretical Foundations for Advanced Nursing Practice</i>
04-NURS-10	NURS 633/704, Advanced Nursing Practice in Rural Families and Communities to <i>Advanced Practice Nursing in Rural Communities</i>
New Course Proposal	
05-NURS-10	NURS 712, Advanced Health Assessment
06-NURS-10	NURS 713, Advanced Health Assessment Lab
Course Prerequisite, Description, Title, Number, and Syllabus Change	
07-NURS-10	NURS 650/800, Advanced Nursing Research to <i>Evidence for Advanced Nursing Practice</i>

Music

New Certificate Proposal

01-MUSC-10 Certificate of Advanced Studies in Music Pedagogy

New Course Proposals

02-MUSC-10 MUSC 546, Methods and Practicum for General Music

03-MUSC-10 MUSC 559, Methods and Practicum for Secondary Performing Ensembles

Social Work

New Course Proposal

02-SOWK-10 SOWK 678, Advanced Standing Bridge Course I - **TABLED**

Course Description, Title, Syllabus Change

03-SOWK-10 SOWK 679, Advanced Standing Bridge Course to *Advanced Standing Bridge Course II* - **TABLED**

Special Education

Course Deletion

05-EDSP-10 EDSP 564, Introduction to Mental Retardation and Severe Disabilities

Educational Technology

Course Description, Title, and Syllabus Change

01-EDET-10 EDET 619, Instructional Design to *Instructional Design and Evaluation*

02-EDET-10 EDET 630, Instructional Graphics and Visualization to *Foundations of Educational Technology*

03-EDET-10 EDET 640, Multimedia Technologies for Instruction to *Multimedia Design for Online, Mobile, and Group Presentations*

04-EDET-10 EDET 650, Instructional Integration of the Internet to *The Web: New Contexts for Teaching and Learning*

New Course Proposal

05-EDET-10 EDET 661, Gaming and Simulations for Instruction

Course Prerequisite, Title, Description, and Syllabus Change

The next Academic Course and Program Review subcommittee meeting is scheduled for Tuesday, March 16th at 9:30 am in Lucas Hall. The agenda and proposals being reviewed will be posted to WEBCT for subcommittee review toward the end of spring break.

Graduate Faculty – The subcommittee met on Thursday, March 26th. Five applications requiring subcommittee review and three applications not requiring subcommittee review were presented. The applications were approved as presented, as previously moved and seconded. See attached.

Graduate Student Council (GSC) – Matt Shelor reported that the GSC will meet the Thursday following spring break. A new chair will be elected at that time.

4. DISCUSSION

GA/GTA/GTF Graduate Catalog/Website Policy Proposals – Nora Reilly stated she will send Council members more specific information for review and comment, specifically pertaining to conflict resolution. This item will be included on the next meeting agenda.

5. OTHER

Graduate College Admission Position – Dennis Grady reported that interviews are being conducted for a new AP position in the graduate college, Manager of Graduate Admissions. Qualifications include experience with Banner and a master's degree. Interested individuals should apply online at <http://www.radford.edu/~pers-web/employment.htm>.

Temporary and Conditional Admits - Dennis Grady reported that there is a new code in Banner, "AT" for temporary admissions of students who have not yet completed their undergraduate degree when an admissions offer is made. These prospective students will have 30 days to submit their transcript to Graduate Admissions once classes begin or be dropped from the program, and graduate school. There was a recommendation to include stronger language in the letter to students. In the future "temporary admissions – AT" will be used for applications requiring submission of transcripts *only*. This code should be used *only* for applications the Graduate College would admit upon receipt of required transcripts.

Currently, all students conditionally admitted, "AC, receive a letter notifying them that, if they do not have all specified conditions met by the end of their first semester or after completing nine hours, they will be dropped from the program and will have to reapply to be readmitted. In the past, students not taking a full nine hours in their first semester were readmitted internally. This created unnecessary work for the admissions staff. From now on, students will need to complete all deficiencies in their first semester regardless of the number of hours they have completed.

A new code, not yet determined, will be created for a third category for both of the above circumstances – no final transcript and application deficiency. There will be only two templates used to send letters to students. Rebecca Conner is in the process of revising these letters.

There was a question regarding a requirement to submit community college transcripts.

ACTION: Dennis Grady will look into this and report at the next meeting.

Graduate Student Awards will be presented at the May 2010 hooding ceremony. Volunteers to serve on the Award Selection Committee will be sought, and finalized at the next meeting.

Graduate Student Scholarships – Dennis Grady discussed annual scholarship awards presented by the College of Graduate and Professional Studies. Each year two awards are available to students; a full-time student award in the amount of \$1000; and a part-time student award in the amount of \$500 to recognize and encourage excellence in research or creative activity by graduate students. More information will be sent to all graduate faculty after spring break.

Graduate College Admissions – Admission applications are up 10% compared to this time last year.

Immunization Records – Dennis Grady reported that all new full-time graduate students attending classes on campus are required to have immunization records on file. In the future campus Health Services will block students who have not provided immunization records by their second semester. Health Services will run a list of these students in the fall. There was a question if current student records will be checked for this criterion.

Academic Probation – There was a question whether departments receive copies of academic probation letters. Some programs reported not receiving letters.

ACTION: Dennis Grady will check on this and report at the next meeting.

Graduate Student Research Forum – Nora Reilly reported having just returned from the Graduate Student Research Forum in Richmond. Five graduate students presented posters.

Next GAC Meeting – The next Graduate Affairs Council meeting will be held on April 2, 2010 at 1 pm in Hurlburt 248.

6. **ADJOURN**

The meeting was adjourned at approximately 2:00 p.m.

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**Recommendations from Graduate Faculty Sub-Committee
Graduate Affairs Council Meeting
Friday, March 5, 2010**

Graduate Faculty Status

Weisz, Virginia	Nursing	GF1B limited to NURS 634, 638, 697.
James, Clarity	Music	GF1B.

Deskens, Elizabeth	Social Work	GF1B limited to SOWK 641/642.
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Adjunct Graduate Faculty Status

Flora, Rudy	Social Work	AG2A limited to SOWK 761 and 631.
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Sinclair, Michael	Social Work	AG2B, limited to SOWK 641:642, 791:792, macro practice, policy and theory or SOWK 783, 611, 602, 761.
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Associate Graduate Faculty Status

Graduate Faculty Applications Not Requiring Sub-Committee Review
(Approved Since Last Graduate Affairs Council Meeting)

Graduate Faculty Status

Van Patten, Isaac	Criminal Justice	GF1B
Steele, Jenessa	Psychology	GF1A
Saperstein, Jeff	English	GF1A

Adjunct Graduate Faculty Status

Associate Graduate Faculty Status