

GRADUATE AFFAIRS COUNCIL

Friday, April 6, 2012

1:00 p.m. – Heth 043

PRESENT: Dennis Grady (Chair), John Brummette, Matthew Brunner, Virginia Burggraf, Rana Duncan-Daston, Wendy Eckenrod-Green, Lori Elis, Ann Elliott, Laura Jacobsen, Eric Ackermann for Kay Johnson, Jerry Kopf, Jennifer Mabry, Diane Millar, Kristan Morrison, E. Koehler Slagel, III, Ed Swanson, Chris White, Paul Witkowsky. Guests: President Penelope Kyle and Karen Castelee. Staff: Nora Reilly, Sandy Steele, Jean Cox, Ryan Phillips.

1. CALL TO ORDER/INTRODUCTIONS

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

2. PRESIDENT PENELOPE KYLE

President Kyle introduced Karen Castelee and noted her presence to record notes for follow-up as necessary. President Kyle discussed the recent leadership team meeting, the Fulbright Foundation, and the SACS review process.

President Kyle is a member of the Fulbright Board Foundation in the United States and Canada. She reported having a list of faculty participating in the Fulbright Award in previous years but none for students that have represented Radford University. She is working to change that. She asked Council members to apply for the Fulbright Award and encourage students and others to apply also.

A written report from SACS is expected in late May or early June. She discussed the recent review, and explained the final review process and public forum. As an outcome a suggestion was made to dedicate a position at Radford University solely for assessment.

President Kyle asked for feedback from anyone present who may have served in the SACS review process, and opened the floor to questions and discussion.

3. MINUTES

A motion was made and seconded to approve the minutes from the March 2, 2012 meeting. Discussion followed. The minutes were approved by consensus.

Ann Elliott asked about being given the opportunity to correct a procedural error recorded in the March 2, 2012 minutes. Dr. Grady responded by stating that the opportunity would be given.

Dr. Grady mentioned the electronic catalog and stated that it would probably not happen until next year due to the contract bidding process. He added that with the number of motions and actions this year there is the possibility that when reviewing the catalog for 2012-2013 some changes may contradict others. Graduate Affairs Council will be notified if that occurs.

4. ANNOUNCEMENTS

Sandy – Dr. Grady reported that Sandy Steele has taken a position as Administrative Assistant to the Vice Provost of Enrollment Planning and Management, effective Tuesday, April 10, 2012.

Summer Coordinator Contracts – Dr. Grady asked that summer coordinator assignments be provided to Nora Reilly. There was a question about whether the stipend amounts would remain the same as last year. The total allotment will remain the same but individual stipends may vary depending on the number of summer coordinators in some programs.

2012-2013 Graduate Coordinators – Dr. Reilly asked programs to provide Graduate Program Coordinator assignments to her for 2012-2013 as soon as they are finalized.

Academic Awards for Graduate Student Research, Creative Activity, and Exemplary Performance – Dr. Grady reported that an email was sent out with submission and deadline information for the annual Graduate Student Research, Creative Activity, and Exemplary Performance awards. The deadline for submission to the Graduate College is Friday, April 13th. Nora Reilly will chair the selection committee. The committee will meet on Friday, April 20th at 1 pm in Lucas Hall.

RSVP Cards for Commencement Due Today – Dr. Grady stated that RSVP cards for participation in commencement are due today to Jean Cox. To-date Jean has received 210 RSVPs. Last spring 294 students participated. Seating cards for students unable to pick up their cards before commencement may pick them up prior to the ceremony on May 4th in the Dedmon Center.

June 15 – Offers of acceptance and financial awards must be made by June 15th. The timing of status of graduate acceptances effect out-of-state awards. Let the Graduate College know as soon as possible when making out-of-state tuition offers. Nora Reilly noted that Graduate Assistantship allocation will be available next Tuesday.

Comprehensive Exam Forms – Spring 2012 will be stamped on transcripts for comprehensive exam completion during spring semester. The deadline for completed forms is April 27th.

5. SUB-COMMITTEE REPORTS

Graduate Faculty – Four applications not requiring subcommittee review were presented. The report was accepted as presented (see attached).

Graduate Faculty Application – Summer Approval Authority – At the request of Dr. Grady, a motion was made, seconded and approved to allow the Graduate College to approve and process graduate faculty applications for the remainder of the year and throughout the summer. Recommendations will be made to the Provost and a report will be presented at the first Graduate Affairs Council meeting in fall 2012.

Academic Course and Program Review – Nora Reilly presented reports from the March 16th, March 30th, and April 2nd subcommittee meetings, as attached. The reports were approved as presented. Dr. Grady commended the subcommittee for the amazing work done this year, and for working above and beyond the call of duty.

Graduate Student Council (GSC) – E. Koehler Slagel, III had no report. He added that Graduate Student Council is concentrating on improving GSC presence on campus by having more graduate level orientation. Dr. Grady asked Koehler to let Graduate Affairs Council know if there's anything they can do to help.

6. OLD BUSINESS

Ann Elliott referred Council members to page 5 of the approved March 2nd minutes of Graduate Affairs Council.

ACTION: Ann Elliott made a motion to remove language on page 59 of the 2011-2012 Graduate Catalog, "Doctoral students must have completed all degree requirements prior to participation in commencement ceremonies."
The motion was seconded.

ACTION(S): There was a motion to suspend the rule to allow a vote on the motion previous motion requiring 2/3's majority. The motion was seconded and approved by consensus.

Dr. Grady called for a vote for the initial motion on the table. The motion was approved by consensus.

7. NEW BUSINESS

Graduate College Scholarships Deadline, April 30, 2012 – Dr. Grady reported that as in previous years, the Graduate College will award two scholarships for NEW students (those enrolling for the first time in Summer or Fall 2012). The Graduate College able offers a \$1000 scholarship to a full time student taking nine or more graduate hours each semester and a \$500 scholarship to a part time student. These are one-time scholarships and will not be renewed after the first year. The deadline for nominations is April 30, 2012. An email was recently sent to the College Deans, Department/Program/School Chairs and Directors, Graduate Program Coordinators, and Graduate Affairs Council.

8. OTHER

Paul Witkowsky asked when the **list of GTA's and letters** will go out because there was some delay last year. Nora Reilly stated that the information will go out next week.

Dr. Grady discussed commencement, noting that it will be briefer on May 4th because there will not be a speaker. **Videos of graduate programs** will be shown before the commencement ceremony in the Dedmon Center on May 4th. There are three new videos available for websites. For assistance in getting these loaded to program websites contact Donna Spradlin at dgspradli@radford.edu.

Dr. Grady reported that videographer John Woody commented that from all the places he's provided services Radford University's Graduate College is the most organized. Dr. Grady commended Donna Spradlin for her efforts in this process. John Woody will be attending a national branding association in Las Vegas and requested/received permission to display the new Graduate College videos.

Dr. Grady reported that the university is visiting a new approach to International Education. There have been discussions about centralizing the program to gain more students. Details haven't been worked out. There will be further discussions. Jerry Kopf suggested the collection of or looking at available data to learn where international students come from and where they go after they graduate. Dr. Grady thanked Jerry for the suggestion.

9. ADJOURN

Dr. Grady asked for a motion to adjourn the meeting.

ACTION: There was a motion and second to adjourn. The motion was approved by consensus at approximately 2:26 p.m.

Atta. (4)

' April 6, 2012

Graduate Faculty Application Status

(Approved Since Last Graduate Affairs Council Meeting)

Full Graduate Faculty Status - 5 year term

Name	Dept	Limitation(s)
Liz Altieri	STEL - Special Education	
Joseph Scartelli	Music	
Glass, Valerie	Counselor Education	COED 641,642, 610, 680, 690.
Tyler, Brenda-Jean	STEL - Special Education	

Graduate College

Academic Course and Program Review Minutes

Date - March 16, 2012 - 1 pm

Location - Lucas Hall

Present: Matthew Brunner, Kay Johnson, Wendy Eckenrod-Green, Lori Elis, Nora Reilly, Susan Schoppelrey, Liz Altieri, Steve Arbury, Ed Swanson, Virginia Burggraf, Alan Gorman, Melinda Wagner. Recorder - Sandra Steele

**Literacy
Education**

Program Revision

01_EDRD_12	Program Revision, changing qualifying exam from VRA to RVE (Reading for Virginia Educators)	Approved.
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Special Education

Course Prerequisite Change

01_EDSP/PSYC_12	EDSP/PSYC 638, Early Childhood Assessment and Intervention	Approved.	The department should be advised that there is no electronic enforcement. Matthew Brunner will double check.
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Program and Other
Catalog Changes

02_EDSP_12	Program Revision, recommendation forms, admissions requirements and other Catalog Changes	Approved.
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Psychology

Course Credit Hour Change

13_PSYC_12	PSYC 798, Professional Internship	Approved.
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Program and Other
Catalog Changes

14_PSYC_12	Program Revision, Other Catalog Changes, credit hour change PSYC 798	Approved.
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Sociology

Course Title,
Description, Credit
Hour, and Syllabus
Change

01_SOCY_12	SOCY 582, Practicing Ethnographic Methods to <i>Qualitative Research Methods</i>	Approved.
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Social Work

Course Prerequisite,
Description,
Syllabus and Other
Catalog Changes

03_SOWK_12	SOWK 641, Foundation Practicum & Seminar I	Approved.
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Course Prerequisite
Change

05_SOWK_12	SOWK 602, Human Behavior and the Social Environment II	Approved.
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Course Prerequisite
Change

06_SOWK_12	SOWK 679, Advanced Standing Bridge Course II (<i>withdrawn from 3/2 GAC meeting and resubmitted</i>)	Approved.
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Course Prerequisite,
Description,
Syllabus and Other
Catalog Changes

08_SOWK_12	SOWK 642, Foundation Practicum and Seminar II	Approved.
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Course Prerequisite
and Syllabus
Changes

09_SOWK_12 SOWK 772, Research II Advanced
Research Methodology Approved.

10_SOWK_12 SOWK 783, Social Work Practice III:
Community Practice to Strengthen
Families

Course Prerequisite,
Description,
Syllabus and Other
Catalog Changes

11_SOWK_12 SOWK 791, Course Prerequisite,
Description, Syllabus and Other Catalog
Changes Approved.

12_SOWK_12 SOWL 792, Concentration Practicum
and Seminar II Approved.

Course Description
and Other Catalog
Changes

13_SOWK_12 SOWK 791:792, Combines the field
placement proposed change with the
advanced standing program change. Tabled.

Program Revision
and Other Catalog
Changes

14_SOWK_12 Program Revision, Advanced Standing Status Tabled.

15_SOWK_12 Program Revision, Other Catalog
Revisions, Field Placement Tabled.

Adjourn: The meeting was adjourned at 1:55
p.m.

**ACPR Meeting
March 30, 2012**

Members in attendance: Wendy Eckenrod-Green, Lori Elis, Kay Johnson, Jerry Kopf, Ed Swanson, Megan Dixon (for Matthew Brunner), Virginia Burggraf, Susan Schoppelrey (for Rana Duncan-Daston, Liz Altieri, Nora Reilly; Guest: Tony Ramsay

1. Liz Altieri chaired the meeting while Nora Reilly displayed/edited the proposals.
2. The following proposals were approved with minor revisions:
 - a. COSD
 - 03_COSD_12 Program revision to alter # of credits
 - b. ART
 - 01_ART_12 Course number and description change to ART 611
 - 02_ART_12 Credit change for ART 699
 - 03_ART_12 Delete ART 512
 - 04_ART_12 Delete ART 544
 - 05_ART_12 Delete ART 548
 - 06_ART_12 Program revision: corrections and addition
 - c. SOWK
 - 13_SOWK_12 Change in description of SOWK 791 and 792 sequence
 - 14_SOWK_12 Advanced Standing program revision
 - 15_SOWK_12 Program revision
 - 16_SOWK_12 Change to SOWK 682 (check if this is same as 01_SOWK_12)
 - d. NURS
 - 05_NURS_12 Prereq change to NURS 720
 - 06_NURS_12 Prereq, course description and content change to NURS 724
 - 07_NURS_12 Prereq change to NURS 728
 - 08_NURS_12 Prereq and content change to NURS 732
3. A brief discussion of the committee's preference for considering the new nursing concentration followed. A quorum will be able to meet Monday, April 2, at 9:00 a.m.
4. Adjourned at 2:00 pm.

ACPR Minutes
April 2, 2012

In attendance: Wendy Eckenrod-Green, Lori Elis, Megan Dixon (for Matthew Brunner), Virginia Burggraf, Susan Schoppelrey, Liz Altieri, Nora Reilly

NURS

09_NURS_12 New course proposal NURS 825 for Exec Leadership Capstone 1:
withdrawn

10_NURS_12 New course proposal NURS 826 for Exec Leadership Capstone 2:
withdrawn

11_NURS_12 New course proposal NURS 827 Exec Leadership Residency: withdrawn

12_NURS-12 Program Revision to include Executive Leadership Concentration:
withdrawn

Additional information on course prerequisites, program objectives, course objectives and the general elective is required.

Adjourned at 9:50 a.m.