

GRADUATE AFFAIRS COUNCIL

Friday, January 23, 2015

1:00 p.m. – Heth Hall 043

PRESENT: Dennis Grady (*presiding*), Laura Jacobsen (*ex officio*), Brad Bizzell, Olga Pogorelsky for Matthew Brunner, John Brummette, Virginia Burggraf, Tom Pierce for Jeff Chase, Joan Dickinson, Rana Duncan-Daston, Lori Elis, Loren Flora, James Gumaer, Sarah Hastings, Kristen Jagger, Kay Johnson, Eric Mesmer, Douglas Mitchell, Eloise Philpot, Holly Robbins, Patricia Winter, Paul Witkowsky

Staff: Patricia Phillips (*recorder*), Julie Boone, Becca Conner, Teri Hills, Donna Spradlin

Invited Guest: Cliff Boyd, Donna Boyd, Angela Mickle, Joe Wirgau

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 November 7, 2014 GAC meeting. The minutes were approved by consensus.

3. ANNOUNCEMENTS

- Becca Conner announced that updates to the applications take place in April, so please be thinking about any changes you would like to make.
- It was announced that the first round of seat deposits have taken place and are working.
- Dr. Jacobsen announced that there will be small changes to the assistantship allocations and that the allocations should go out within the next week or two.
- Dean Grady announced additional funding for recruitment has been approved for a total of \$41,025. This is in addition to the funding provided in August.
- Olga Pogorelsky discussed the Online Degree Works for graduate students that will go live fall 2015 and will be using the 2014-2015 catalog.
- Dr. Joe Wirgau spoke about the Undergraduate/Graduate Student Engagement Forum that is held the Tuesday and Thursday of the second to the last week of spring semester. This forum is to showcase work done by students within certain programs.

4. NEW BUSINESS

For the convenience of the guests to GAC, “New Business” was moved ahead of “Old Business”.

- Dean Grady discussed Summer Stipends for Program Coordinators. Human Resources is now requiring justification on the amounts coordinators are paid. Dean Grady is asking the Policies and Procedures Committee to come up with a proposal on how summer stipends are awarded.
- The new Certificate and Program proposals that have been approved through ACPR are being presented as new business and will be voted on at the next GAC meeting.
 - Dr. Virginia Burggraf presented information on the Interprofessional Gerontology Certificate.
 - Dr. Angela Mickle presented information on the new Masters in Athletic Training program.
 - Drs. Cliff and Donna Boyd presented information on the new Master of Science in Biomedical and Forensic Sciences program.
 - Dr. Joann Dickinson presented information on the new Design Thinking Certificate.

5. OLD BUSINESS

- A motion was made to accept the proposed catalog language change regarding the calculation of pass-fail courses as presented from the Policies and Procedures Committee. Motion passed.
- A motion was made to accept the proposed catalog language change regarding the undergraduate deficiencies as presented by the Policies and Procedures Committee. A minor edit was made to the proposed language, striking out “to satisfy deficiencies. “ Motion passed.
- A motion was made to accept the proposed catalog language change regarding the supporting courses being calculated in the overall grade point average as presented by the Policies and Procedures Committee. Motion passed.
- A motion was made to accept the proposed catalog language change regarding international applicant transcript credentialing as presented by the Policies and Procedures Committee. A minor edit to the name of the AACRAO, add International Education Services. To become AACRAO IES. Motion passed.
- A motion was made to accept the proposed Graduate College name change. Motion passed.
- A motion was made to accept the proposed recommendation on changing the way the Graduate Dean is evaluated. After lengthy discussion, the motion was withdrawn.

- Dr. Jacobsen discussed the double counting of courses and providing transfer credit. This issue will be sent to the Policies and Procedures Committee.
- Discussion was held on using unofficial transcripts for the initial review for the conditional admission of LCI applicants. Consensus was not to accept unofficial transcripts for LCI applicants since the transcript is the only information programs have at that point to make its conditional admission decision.

6. **SUBCOMMITTEE REPORTS**

Graduate Faculty – A report of 4 graduate faculty applications were processed since the last GAC meeting on November 7, 2014. The report was accepted as presented. (See attached).

Academic Course and Program Review – Dr. Jacobsen presented reports from the November 21, 2014 and December 9, 2014 meeting. The reports were approved as presented. The new certificate and program proposals were presented as new business to be voted on at the next GAC meeting.

Policies and Procedures Committee – See attached and Old Business section.

7. **FOR THE GOOD OF THE ORDER**

- Dean Grady announced a note of sadness with the passing of Dr. Joe Jones.
- The Board of Visitors meeting will be coming up soon.

8. **ADJOURN**

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

January 23, 2015
Graduate Faculty Application Status
(Approved Since Last Graduate Affairs Council Meeting)

Full Graduate Faculty Status - 5 year term

Name	Dept	Limitation(s)
Adrienne Means-Christensen	PSYC	
Robert Glarner	MUSC	
Kenneth Smith	Art	
Jenessa Steele	PSYC	

Associate Graduate Faculty Status - 3 year term

Name	Dept	Limitation(s)
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MINUTES
ACADEMIC COURSE AND PROGRAM REVIEW COMMITTEE
Friday, November 21, 2014
1:00 p.m. – Buchanan House 102

Present: Laura Jacobsen (presiding), Brad Bizzell, John Brummette, Megan Coulter for Matthew Brunner, Rodrigo Hernandez, Kay Johnson, Douglas Mitchell, Patricia Winter

Staff: Michele Ralston for Patricia Phillips (recorder)

Guests: Virginia Burggraf, Joan Dickinson

I. SOWK

A. New Course Proposal

1. SOWK 01-15-101414 SOWK 680 “Feminist Theory”
Approved

II. DSN

A. New Certificate Proposal

1. DSN 01-15-111014 Design Thinking Certificate **Approved**

B. Course Title Change

1. DSN 02-15-111014 DSN 645 change title from “Team Wisdom” to “Collaboration Studio” **Approved**

III. GERO

A. New Certificate Proposal

1. GERO 01-15-111014 Interprofessional Gerontology Certificate
Approved

B. New Course Proposal

1. GERO 02-15-111014 GERO 601 “Topics in Aging I”
Approved
2. GERO 03-15-111014 GERO 602 “Topics in Aging II”
Approved
3. GERO 04-15-111014 GERO 603 “Scientific Inquiry”
Withdrawn
4. GERO 05-15-111014 GERO 604 “Scientific Exploration”
Withdrawn

IV. ATTR

A. New Program Proposal

1. ATTR 01-15-110314 Masters in Athletic Training **Approved**

B. New Course Proposal

1. ATTR 02-15-110314 ATTR 601 "Foundational Clinical Skills for AT" **Approved**
2. ATTR 03-15-110314 ATTR 604 "Competency Based Assessment I" **Approved**
3. ATTR 04-15-110314 ATTR 605 "Assessment of Athletic Injury I - The Lower Extremity" **Approved**
4. ATTR 05-15-110314 ATTR 606 "Therapeutic Interventions I" **Approved**
5. ATTR 06-15-110314 ATTR 607 "Organization and Administration for Athletic Training" **Approved**
6. ATTR 07-15-110314 ATTR 610 "Clinical Practicum I" **Approved**
7. ATTR 08-15-110314 ATTR 614 "Competency Based Assessment II" **Approved**
8. ATTR 09-15-110314 ATTR 615 "Assessment of Athletic Injury II - The Upper Extremity" **Approved**
9. ATTR 10-15-110314 ATTR 616 "Therapeutic Interventions II" **Approved**
10. ATTR 11-15-110314 ATTR 617 "General Medical Conditions and Concerns of the Athlete" **Approved**
11. ATTR 12-15-110314 ATTR 620 "Clinical Practicum II" **Approved**
12. ATTR 13-15-110314 ATTR 624 "Competency Based Assessment III" **Approved**
13. ATTR 14-15-110314 ATTR 625 "Assessment of Athletic Injury III - Head and Spine" **Approved**
14. ATTR 15-15-110314 ATTR 626 "Therapeutic Interventions III" **Approved**
15. ATTR 16-15-110314 ATTR 630 "Clinical Practicum III" **Approved**
16. ATTR 17-15-110314 ATTR 640 "Clinical Practicum IV" **Approved**

V. ESHE

A. New Course Proposal

1. ESHE 01-15-110314 ESHE 650 "Research Methods in Health and Human Performance" **Approved**
2. ESHE 02-15-110314 ESHE 689 "Graduate Project" **Approved**

VI. FOSC **Time ran out to review these proposals at this meeting. All FOSC proposals will be reviewed at a meeting to be held after Fall Break.**

A. New Program Proposal

1. FOSC 01-15-110514 Master of Science In Biomedical and Forensic Sciences

B. New Course Proposal

1. FOSC 02-15-110514 FOSC 601 "Forensic Archaeology, CSI, and Legal Evidence"
2. FOSC 03-15-110514 FOSC 602 "Principles and Methods in Forensic Molecular Biology"
3. FOSC 04-15-110514 FOSC 603 "Principles and Methods in Forensic Analytical Chemistry"
4. FOSC 05-15-110514 FOSC 604 "Forensic and Biomedical Sciences Instrumentation"
5. FOSC 06-15-110514 FOSC 605 "Quantitative Methods in Biomedical and Forensic Science"
6. FOSC 07-15-110514 FOSC 610 "Forensic Anthropology and Anatomy"
7. FOSC 08-15-110514 FOSC 611 "Forensic Pathology and Forensic Medicine"
8. FOSC 09-15-110514 FOSC 612 "Seminar in Forensic Anthropology and Forensic Medicine"
9. FOSC 10-15-110514 FOSC 620 "Advanced Techniques in Molecular DNA Analysis"
10. FOSC 11-15-110514 FOSC 621 "Advanced Research in Molecular DNA"
11. FOSC 12-15-110514 FOSC 622 "Seminar in Forensic Molecular Biology"
12. FOSC 13-15-110514 FOSC 630 "Forensic Toxicology/Pharmacology"
13. FOSC 14-15-110514 FOSC 631 "Advanced Techniques in Forensic Chemistry"

14. FOSC 15-15-110514 FOSC 632 "Seminar in Forensic Chemistry"
15. FOSC 16-15-110514 FOSC 640 "Principles and Methods in Criminalistics"
16. FOSC 17-15-110514 FOSC 641 "Advanced Techniques in Trace Evidence/Pattern Analysis"
17. FOSC 18-15-110514 FOSC 642 "Seminar in Criminalistics"
18. FOSC 19-15-110514 FOSC 682 "Seminar: Professional Practice"
19. FOSC 20-15-110514 FOSC 690 "Internship in Biomedical and Forensic Sciences"
20. FOSC 21-15-110514 FOSC 692 "Directed Study"
21. FOSC 22-15-110514 FOSC 693 "Service Learning"
22. FOSC 23-15-110514 FOSC 699 "Thesis"

MINUTES
ACADEMIC COURSE AND PROGRAM REVIEW COMMITTEE
Tuesday, December 9, 2014
12:00 p.m. – Buchanan House 102

Present: Laura Jacobsen (presiding), Brad Bizzell, John Brummette, Matthew Brunner, Sub for Rodrigo Hernandez, Kay Johnson, Douglas Mitchell, Patricia Winter

Staff: Patricia Phillips (recorder)

Guests: Donna Boyd

VII. GERO

C. Revision of Existing Degree/Certificate

1. GERO 06-15-120814 Catalog Entry **Approved**

VIII. FOSC

C. New Program Proposal

2. FOSC 01-15-110514 Master of Science In Biomedical and Forensic Sciences **Approved**

D. New Course Proposal

1. FOSC 02-15-110514 FOSC 601 "Forensic Archaeology, CSI, and Legal Evidence" **Approved**
2. FOSC 03-15-110514 FOSC 602 "Principles and Methods in Forensic Molecular Biology" **Approved**
3. FOSC 04-15-110514 FOSC 603 "Principles and Methods in Forensic Analytical Chemistry" **Approved**
4. FOSC 05-15-110514 FOSC 604 "Forensic and Biomedical Sciences Instrumentation" **Approved**
5. FOSC 06-15-110514 FOSC 605 "Quantitative Methods in Biomedical and Forensic Science" **Approved**
6. FOSC 07-15-110514 FOSC 610 "Forensic Anthropology and Anatomy" **Approved**
7. FOSC 08-15-110514 FOSC 611 "Forensic Pathology and Forensic Medicine" **Approved**
8. FOSC 09-15-110514 FOSC 612 "Seminar in Forensic Anthropology and Forensic Medicine" **Approved**
9. FOSC 10-15-110514 FOSC 620 "Advanced Techniques in Molecular DNA Analysis" **Approved**
10. FOSC 11-15-110514 FOSC 621 "Advanced Research in Molecular DNA" **Approved**

11. FOSC 12-15-110514 FOSC 622 "Seminar in Forensic Molecular Biology" **Approved**
12. FOSC 13-15-110514 FOSC 630 "Forensic Toxicology/Pharmacology" **Approved**
13. FOSC 14-15-110514 FOSC 631 "Advanced Techniques in Forensic Chemistry" **Approved**
14. FOSC 15-15-110514 FOSC 632 "Seminar in Forensic Chemistry" **Approved**
15. FOSC 16-15-110514 FOSC 640 "Principles and Methods in Criminalistics" **Approved**
16. FOSC 17-15-110514 FOSC 641 "Advanced Techniques in Trace Evidence/Pattern Analysis" **Approved**
17. FOSC 18-15-110514 FOSC 642 "Seminar in Criminalistics" **Approved**
18. FOSC 19-15-110514 FOSC 682 "Seminar: Professional Practice" **Approved**
19. FOSC 20-15-110514 FOSC 690 "Internship in Biomedical and Forensic Sciences" **Approved**
20. FOSC 21-15-110514 FOSC 698 "Directed Study" **Approved**
21. FOSC 22-15-110514 FOSC 693 "Service Learning" **Approved**
22. FOSC 23-15-110514 FOSC 699 "Thesis" **Approved**

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.