GRADUATE AFFAIRS COUNCIL
Friday, May 3, 2013
1:00 p.m. – Heth 043

PRESENT: Dean Grady (presiding), Nora Reilly (*ex officio*), Amanda Adams, Roann Barris, Brad Bizzell, John Brummette, Matthew Brunner, Lynn Bryant for Virginia Burggraf, Joan Dickinson *(ex officio)*, Rana Duncan-Daston, Lori Elis, Ann Elliot, Lauren Flora, James Gumaer, Rodrigo Hernandez, Kay Johnson, Jennifer Mabry, Douglas Mitchell, Kristan Morrison, Donna Spradlin *(ex officio)*, Brenda Tyler, Valerie Leake for James Werth, Chris White, Patricia Winter, Paul Witkowsky
Staff: Patricia Phillips *(recorder),* Becca Conner, Jeanne Cox, Ryan Phillips

1.   CALL TO ORDER/INTRODUCTIONS

The meeting was called to order at approximately 1:05 p.m.

2.   MINUTES

A motion was made and seconded to approve the minutes from the April 5, 2013 meeting. The minutes were approved by consensus.

3.   ANNOUNCEMENTS

Commencement: Commencement will be at **5:00** PM in Dedmon Center, Friday May 10th . Line-up information has been distributed:
- Students line-up by 4:15
- Faculty line-up with their students at 4:30

Enrollments: Completed applications are up by 85 students from last year.

Summer Coordinator Stipends: Memos to the Deans went out two days ago and PR40s are being generated at this time. The allotment is the same as last year.

CollegeNet "Admit" System: This new system will make it easier for faculty and students to track the application process from start to finish. Students will receive updates via email on where their application is in the decision process.

Online Forms: All the Graduate College forms are in the process of being updated to strictly on-line forms. This process will take place over the summer.

4.   OLD BUSINESS

Conditional Letters of Admission: A majority of programs have offered to issue "Conditional Letters of Admission" to international students participating in an intensive English language program. A decision will be made within the next couple months on whether Radford University will use ELS or the Language Institute at Virginia Tech.

Ad-hoc Committee for GAC/ACPR: For curricular proposals to be approved or for consideration of time-constrained issues pertaining to graduate affairs, an ad hoc committee was established for the summer with a representative from each college, the Registrar's office, and the Library.

Enrollment deposits: Programs have been given approval to institute seat deposits.

5.   **NEW BUSINESS**

Graduate Student Grievance Committee: There will be a brief meeting following GAC for the Graduate Student Grievance Committee.

6.   **SUBCOMMITTE REPORTS**

Graduate Faculty – No report at this time.

Academic Course and Program Review – Dr. Reilly presented the report from the April 19th subcommittee meetings, as attached. The report was approved as presented.

Policies and Procedures Committee – No report at this time.

Graduate Student Council – Mandy reported that the "Lunch with the Dean" went well and they had a good turnout. There were a few suggestions made during the lunched:
- Better lighting at the Dedmon Center parking lots.
- Grant-writing workshop.
- Making the Graduate Student Handbook more accessible to students.
- Publicizing more about what is going on in the surrounding areas, for out-of-state students and new students to the area.

7.   **ADJOURN**

Dr. Grady adjourned the meeting at 3:05 p.m.

MINUTES
ACADEMIC COURSE AND PROGRAM REVIEW COMMITTEE
Friday, April 19, 2013
1:00 p.m. – Heth 019

I. **EDSP**

   A. **Catalog Revision**

      1. EDSP 01-13-041113 *Approved*

II. **EDUC**

   A. **New Course Proposal**

      1. EDUC 03-13-041013 EDUC 540 "Teaching and Learning Secondary Mathematics"   *Approved*

III. **English**

   A. **New Course Proposal**

      1. ENGL 02-13-020113 ENGL 601 "Diversity in English Language Arts" *Approved*

      2. ENGL 03-13-020113 ENGL 652 "Advanced Teaching Writing in a Digital Age" *Approved*

      3. ENGL 06-13-040513 ENGL 622 "Assessment in Digital and Online Language Arts"   *Approved*

      4. ENGL 07-13-040513 ENGL 625 "Advanced Young Adult Literature in a Digital Age"   *Approved*

      5. ENGL 08-13-040513 ENGL 627 "Content Challenges in Digital and Online Language Arts"   *Approved*

      6. ENGL 09-13-040513 ENGL 659 "Digital Electronics in English Language Arts" *Approved*

   B. **New Certificate Proposal**

      1. ENGL 05-13-040513   *Approved*

IV.   **Occupational Therapy**

    A. **Program Prereq. Change**

        1. MOT 01-13-040213   *Approved*

    B. **Program Revision**

        1. MOT 02-13-040213   *Approved*

    C. **Other Catalog Revisions**

        1. MOT 03-13-040213   *Approved*