

**FINAL**  
**GRADUATE AFFAIRS COUNCIL**

Friday, November 6, 2015

1:00 p.m. – Bonnie Combo Room

**PRESENT:** Dennis Grady (*presiding*), Laura Jacobsen (*ex officio*), Brad Bizzell, John Brummette, Matthew Brunner, Virginia Burggraf, Rana Duncan-Daston, Lori Elis, Lauren Flora, Pam Jackson, Kristen Jagger, Kay Johnson, Kristin Machac, Eric Mesmer, Douglas Mitchell, Ruth Riding-Malon, Holly Robbins, Cheri Triplett, Patricia Winter, Paul Witkowsky

**Staff:** Patricia Phillips (*recorder*), Julienne Boone, Michele Ralston

**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 September 4, 2015 GAC meeting. The minutes were approved by consensus.

**3. ANNOUNCEMENTS**

- Dr. Laura Jacobsen announced that Virtual Marketing has been boosting several programs from Radford University and if there are any other programs need assistance, please let her know.
- Dr. Jacobsen also announced the running of two ads in the VT Collegiate Times for their Graduate College edition. This ad included a quarter page ad for the Master of Science in Education. These ads will appear in the November 10<sup>th</sup> edition.
- A LinkedIn workshop will be held for graduate students on Tuesday, November 10<sup>th</sup> at 4:00 p.m. in COBE 201.
- Dr. Jacobsen invited GAC members to the “3 Minute Thesis” competition being held on Wednesday, November 11<sup>th</sup> from 3-5 p.m. in Heth 014. As of today there will be 11 students competing.
- There will be an additional special GAC meeting held on Friday, November 13<sup>th</sup> from 1:00 – 3:00 in Heth 014 for proposed catalog changes from the Policies and Procedures Committee.
- A webinar titled “Using Social Media in Student Recruitment” will be held on Thursday, November 19<sup>th</sup> from 2:00 – 3:00 p.m. if anyone is interested.
- Design Thinking is using online open houses right now and the option might be a good opportunity for other programs.

- Dr. Jacobsen discussed the option for dual degree programs. An email was sent out previously regarding information about 3 plus 2 program as an example.
- Dean Grady updated the GAC members regarding SARA. As of today there are 35 states that are part of the National Council of SARA. The two states that affect Radford University are North Carolina and South Carolina which are not part of SARA.
- Dean Grady announced that we have our first LCI student accepted into the MBA program.

#### 4. **SUBCOMMITTEE REPORTS**

**Graduate Faculty** – A report of 25 graduate faculty applications were processed since the last GAC meeting on September 4, 2015. The report was accepted as presented. (See attached).

**Academic Course and Program Review** – The rules were suspended so that the proposals presented could be approved today. The minutes from the September 18, 2015 and October 16, 2015 subcommittee meeting were presented by Dr. Laura Jacobsen. Minutes were approved as presented.

**Policies and Procedures Committee** – Dr. Jacobsen presented a handout that covers the items that will be discussed and voted upon at the November 13<sup>th</sup> GAC meeting. Below is a sample of what will be presented. A zip file was sent out earlier in the week. Discussion ensued.

*Consider:*

- What steps should be involved in the non-degree admissions process? Or, should this be primarily a registration process such as available at VCU, Longwood, and UVA?
- \$25 non-degree application fee? Or \$50 non-degree application fee but waive the application fee if the individual later applies for degree-seeking status?
- How can we best determine which courses are eligible for non-degree students to take?

#### 5. **GOOD OF THE ORDER**

- Dean Grady reported on the status of some of the new programs/certificate. The Design Thinking and Gerontology have been approved through SCHEV. SCHEV will accepted proposal for Ed.D. Occupational Therapy Doctorate and Forensic Science are waiting on SCHEV approval. The Athletic Training program is on hold for a while.

**6. ADJOURN**

Dr. Grady adjourned the meeting at 2:48 p.m.

**November 6, 2015**  
**Graduate Faculty Application Status**  
 (Approved Since Last Graduate Affairs Council Meeting)

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

| Name               | Dept                 | Limitation(s) |
|--------------------|----------------------|---------------|
| Keith Davis        | Counselor Education  |               |
| Donald Seceast     | ENGL                 |               |
| Louis Gallo        | ENGL                 |               |
| Carol Bienstock    | MKTG                 |               |
| Laura LaRue        | NURS                 |               |
| Rosemary Guruswamy | ENGL                 |               |
| George Santopietro | ECON                 |               |
| Shala Cunningham   | PT                   |               |
| Terry Smith        | Elementary Education |               |
| Jerry Kopf         | MGNT                 |               |
| Sarah Hastings     | PSYC                 |               |
| Kathryn Kelly      | ENGL                 |               |
| Nicole Hendrix     | CRJU                 |               |
| Laurie Bianchi     | HHP                  |               |
| Laura Newsome      | HHP                  |               |
| Ellen Payne        | HHP                  |               |
| David Sallee       | HHP                  |               |
| Tingyao Xiong      | MATH                 |               |
| Theresa Burris     | STEL                 |               |
| Courtney Bosworth  | COMM                 |               |

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

| Name             | Dept | Limitation(s)  |
|------------------|------|--|
| David Castonguay | MUSC | MUSC 555, 571, 654, 671, 691, 698  |
| Kimberly Morris  | COSD | COSD 640   |
| Anne Dornberg    | SOWK | SOWK 631, 32, 641, 642, 682, 784, 785, 791, 792                                |
| Emily Dove       | PSYC | PSYC 689, 631, 632, 665, 663, 687, 688, 692, 708, 781, 633, 638, 693, 782, 660 |
| Julia Best       | EDEC | EDEC 750   |

**Minutes**  
**ACADEMIC COURSE AND PROGRAM REVIEW COMMITTEE**  
**Friday, September 18, 2015**  
**1:00 p.m. – Buchanan House 102**

**Present:** Laura Jacobsen (presiding), Brad Bizzell, Matthew Brunner, Lori Elis, Kay Johnson, Kristin Machac, Douglas Mitchell, Stacey Turmel

**Staff:** Patricia Phillips (recorder)

**Absent:** Art Carter

**Guests:** Vickie Bierman

**I. NURS**

**A. New Certificate**

1. NURS 01-16-091615 “Psychiatric Mental Health Nurse Practitioner (PMHNP) Graduate Certificate” [Approved](#)

**B. Revision of Existing Program**

1. NURS 02-16-091115 Remove GRE Requirement  
[Approved](#)

**C. Prerequisite Change**

1. NURS 03-16-091115 Remove prerequisites from DNP  
[Tabled](#)

**Minutes**  
**ACADEMIC COURSE AND PROGRAM REVIEW COMMITTEE**  
**Friday, October 16, 2015**  
**1:00 p.m. – Buchanan House 102**

**Present:** Laura Jacobsen (presiding), Brad Bizzell, Matthew Brunner, Art Carter, Lori Elis, Kay Johnson, Kristin Machac, Douglas Mitchell, Stacey Turmel

**Staff:** Patricia Phillips (recorder)

**Guest:** Amy Rubens, Laura Vernon

**II. ENGL**

**D. New Certificate**

1. ENGL 01-16-091515 “Graduate Certificate in Professional Writing” [Approved](#)

**E. New Course Proposal**

1. ENGL 02-16-091515 ENGL 612 “Electronic Writing Portfolio”  
[Approved](#)
2. ENGL 03-16-091515 ENGL 607 “Business Writing & Editing”  
[Approved](#)
3. ENGL 04-16-091515 ENGL 608 “Professional & Technical Writing” [Approved](#)
4. ENGL 05-16-091515 ENGL 609 “Writing in Digital Spaces”  
[Approved](#)
5. ENGL 06-16-091515 ENGL 610 “Proposal & Grant Writing”  
[Approved](#)

**III. ITEC**

**A. New Course Proposal**

1. ITEC 01-16-093015 ITEC 545 “Cyber Security Education”  
[Approved](#)