

GRADUATE AFFAIRS COUNCIL

Friday, April 27, 2018

1:00 p.m. – Heth 043

Attendees: Laura Jacobsen (*presiding & ex officio*), Liz Altieri, Roann Barris, Brad Bizzell, Melissa Neal for Matthew Brunner Registrar's Office, Lori Elis, Deneen Evans, Lauren Flora, Pam Jackson, Kay Johnson, William Kolb, Kristin Machac, Eric Mesmer, Iris Mullins, Ruth Riding-Malon, Gary Schirr, Alex Siyufy, Robert Trent.

Guests: Ellen Taylor

Staff: Patricia Phillips (*recorder*), Penny Brooks, Rebecca Conner, Phillip Hardy, Teri Hills.

1. CALL TO ORDER/INTRODUCTIONS

The meeting was called to order at approximately 1:03 p.m. by Dr. Laura Jacobsen.

2. MINUTES

A motion was made and seconded to approve the minutes from the March 2, 2018 meeting. The minutes were approved by consensus.

3. ANNOUNCEMENTS

- Dr. Jacobsen introduced Ellen Taylor from the Career Center to speak about Handshake.
- Ellen discussed the Career Center's Platform – Handshake. It was introduced to students late in the summer last year. Faculty should now be able to see it as well. This is an excellent resource for undergraduate and graduate students.
- Ellen stated that she would do a presentation for the departments if requested and asked that if the committee had time over the summer to sit down and look at Handshake to become more familiar with it.
- Dr. Jacobsen spoke about how the previous week had been a very successful but hectic week for the Graduate College. The previous Friday, the Graduate College had their first ever Advisory Board Meeting. Hoping the committee will help the Graduate College move forward.
- Mentioned that we started out with a small committee of 7 members and listed the members.
- Had several graduate students present to the committee about their experience here and Dr. Jacobsen gave an overview of what the Graduate College has been doing and then there was long discussions with the committee about ways to move the Graduate College forward.

- Recruiting News – Phil and Penny had Livingstone College to come and visit.
- Phil spoke about the Livingstone College Visit that occurred on April 23rd. The visit brought about 16 students and 4 of their faculty members to our campus. We had a mini open house for them. They have already inquired about another visit and have expressed interest in possible articulation agreements in the future.
- We had about 3 students who had already shown interest in applying to Radford after their visit.
- Dr. Jacobsen also thanked all of the staff and faculty who helped out with the visit with Livingstone College and as well as with the Graduate Advisory Board.
- We have three accelerated degree partnerships that are now ready to be signed off on by our Provost. English, MBA, and Communications.
- Graduate College is looking forward to working together with Emory and Henry further in some recruiting efforts for some of our graduate programs.
- Application updates were discussed and information was given in regards to where we were at for the fall 2018 term as of 4/26/2018. Noting that the numbers for the 2016 and 2017 were not the final numbers. That the chart shows where we were compared to the same date or within a day or two. This is how we are tracking on a day to day comparison. We really need to get our numbers up.
- Last year in the summer we had 476 applicants and 152 admits this year we are at 479 applicants and 139 admits. This summer is where we are running quite a bit behind at this time with 741 for applicants and 376 for admits compared to this year estimating 619 applicants and 317 admits.
- Spoke about how obviously we are in a more resource strapped environment and that many institutions, including has have had state funding decreases. Admissions and enrollments are critical. Several months left and some programs are still accepting application and being very active in their recruitment efforts. Just to remember that every admission decision matters and every enrollment matters. Our Recruiting staff are working very hard on the programs behalf.
- Spoke about how the competitive market has changed over the last couple of years and reasons for the changes. Fewer international applications. No information about this to be sure.
- At the Virginia Council of Graduate Schools meeting when one of the Deans asked where they thought their numbers would be it was unanimous that they would be about the same or down. The population number is also tracking down from what they can tell on the number of people who are pursuing a graduate degree.

- Phil has been checking on the numbers for the Recruiting Budget. Some programs still have a budget out there and that they need to spend it and to let us know how we can help to support the effort. Dr. Jacobsen then asked if anybody had questions that she would be happy to answer them.
- Let everyone know that if the committee wanted the data on the applications that she shared to let her know and she would get it to them.
- Special Education has about 120 students who are coming in and had around 100 last year. Many of them will end up completing the program most likely. 100 last summer that came in last year about a third of those people applied to the program. Hoping that we can get a least of a third of the new 120 students.
- Literacy Education had an un-anticipated opportunity have a small amount of tuition resources available to help teachers in school to come back and get part of their first course tuition covered. This is an incentive to come in, where last year we didn't have this.
- BOV is meeting next Thursday and Friday and one of the items they are reviewing and we are expecting approval of is the Athletic Training Masters. Which GAC approved and has gone through the Faculty Senate as well.
- Still needs SHEV approval but from a Graduate standpoint that would potentially be our next master's degree. They are moving from an entry level master's requirement for career, so this one is of necessity. With this program it is not anticipated that SHEV will be problematic because more than likely all schools who have this as an undergraduate program will be doing the same thing.
- Educational Leadership is still in some revision processes. Brad Bizzell stated that the new degree program should be going back to SHEV in the next couple of weeks.
- Mentioned that the SHEV notification has gone out for the Business Analytics Certificate.
- Dr. Jacobsen gave a heads up about the Institution experimenting with a small number of seven-week courses pilot. At this time we are not for sure how many of these are at the graduate level. Primarily at the undergraduate level. The primary focus for it right now was for retention purposes for freshman and sophomores. A list of courses had not been presented yet. However, the Provost worked with the Deans of the Colleges on it. A list of all the options should be presented in the summer for the fall and spring semesters.
- Another interesting experiment that is in the works is the Assessment Day in the spring 2019 semester. At this time we do not know if they have set date and formalized it yet, but it does seem very likely. This is becoming increasingly common across the country that colleges will have an assessment day. This is because we are an intensive assessment environment where metrics are

increasing used for recruitment and retention to see how our students are doing. Not for sure what the impact would be on graduate students at this time because the assessment would occur during a day that classes were being held.

- Teri Hills gave announcement regarding the lineup for Commencement. Lineup at 4:30 p.m. is for the platform party. Any other faculty hooding students need to be at the Dedmon no later than 4:15. Requested that programs give me the names of students who they felt should have responded by Monday. Students would not be in the program but they would still need to be worked in the lineup and have their seating card made.
 - This spring has our first graduating class from our DAIM program.
 - They have just begun the search for the permanent Dean of Graduate Studies and Research. There was a survey that was sent out that week and there had been members from the search firm on campus the previous week. Dr. Jacobsen encouraged the committee to participate in the process.
 - Emory and Henry partnership was listed as Old Business but it was more of an announcement since there wasn't anything that needed to be voted on. Expressed just how important this was for the future of other partnerships like this one with other colleges and/or other programs within Emory and Henry.
 - Emory and Henry had expressed that they are willing to work with us on whatever the criteria is that we set for the accelerated programs.
 - Dr. Schirr spoke about how the accelerated program has been working for the MBA program and the advantages for the students.
 - We are planning a formal signing of the agreements/signing ceremony. So that we can get a little press release out on it along with a picture probably a week after final exams. Emory and Henry will come down for it and it will either be Provost and Provost or President and President, whichever our administration prefers. The affected programs will be inviting faculty as well so that they can meet the faculty from Emory and Henry.
4. **Old Business** – Emory and Henry College accelerate degree partnerships was actually just an announcement and notes were referenced above for this.
5. **New Business** – No new business was discussed.

6. SUBCOMMITTEE REPORTS

- **Graduate Faculty** – A report of 5 graduate faculty applications were processed since the last GAC meeting on March 2, 2018. The report was accepted as presented. (See attached).

- **Academic Course and Program Review** –The minutes from the March 16, 2018, April 19, 2018, and April 24, 2018 subcommittee meetings were presented by Dr. Jacobsen. The minutes were approved as presented.
- **Policies and Procedures Committee** – No report at this time.

7. FOR THE GOOD OF THE ORDER

- Dr. Jacobsen asked for any announcements or questions of the committee. Nobody had anything. Dr. Jacobsen announced that we would see many of them at commencement

8. ADJOURN

Dr. Jacobsen adjourned the meeting at 1:57 p.m.

April 27, 2018
Graduate Faculty Application Status
(Approved Since Last Graduate Affairs Council Meeting)

Full Graduate Faculty Status - 5 year term

Name	Dept	Limitation(s)
Michael Moore	ATTR	
Angela Mickle	ATTR	
Sekyung Jang	MUSC	Changed from Associate to Full Status

Associate Graduate Faculty Status - 3 year term

Name	Dept	Limitation(s)
Kathleen Sullivan	MFA	DSN 605, 611, 615, 705, 740
Rebecca Underwood	NURS	MUSC 696

MINUTES
ACADEMIC COURSE AND PROGRAM REVIEW COMMITTEE
Friday, March 16, 2018
1:00 p.m. - Heth 045

Present: John Brummette, Norma Whitlow for Matthew Brunner, Kay Johnson, Eric Mesmer, Iris Mullins, Gary Schirr

Staff: Teri Hills, Patricia Phillips

A motion was made and seconded to approve all the AHPT course description changes at one time. Motion passed with one abstention.

I. AHPT

A. Course Description Change

1. AHPT 01-18-022818 AHPT 824 Clinical Medicine II
Approved
2. AHPT 02-18-022818 AHPT 826 Patient Management II
Approved
3. AHPT 03-18-022818 AHPT 828 Theory and Practice II
Approved
4. AHPT 04-18-022818 AHPT 830 Clinical Experience I
Approved
5. AHPT 05-18-022818 AHPT 840 Management of Special Populations **Approved**
6. AHPT 07-18-022818 AHPT 848 Pharmacology **Approved**
7. AHPT 08-18-022818 AHPT 860 Advanced Orthopedics
Approved
8. AHPT 09-18-022818 AHPT 862 Clinical Medicine III
Approved
9. AHPT 11-18-022818 AHPT 880 Cardiopulmonary Patient Care Management **Approved**
10. AHPT 12-18-022818 AHPT 882 Comprehensive Patient Care Management **Approved**
11. AHPT 13-18-022818 AHPT 890 Clinical Experience III
Approved

B. Course Description and Syllabus Change

1. AHPT 06-18-022818 AHPT 844 Neuromuscular Development and Control I **Approved**
2. AHPT 10-18-022818 AHPT 866 Neuromuscular Development and Control II **Approved - with correction to taking out specifics on Syllabus**

3. AHPT 14-18-022818 AHPT 892 Research/Scientific Inquiry IV
Approved upon clarification on Comprehensive Exam

II. ITEC

A. New Course Proposal

1. ITEC 01-18-030218 ITEC 546 "Advanced Cybersecurity for Educators" **Approved**

B. Course Prerequisite/Course Description Change

1. ITEC 02-18-031318 ITEC 541 Advanced Database Management Systems **Approved**
2. ITEC 03-18-031318 ITEC 542 Data Warehousing, Mining and Reporting **Approved**

C. Course Description Change

1. ITEC 04-18-031318 ITEC 695 Practicum in Data and Information Management Capstone Project **Approved**

III. STAT

A. Course Description/Syllabus Change

1. STAT 01-18-022018 STAT 644 Applied Statistics **Approved**

MINUTES
ACADEMIC COURSE AND PROGRAM REVIEW COMMITTEE
Thursday, April 19, 2018
1:00 p.m. – Buchanan House 101

Present: John Brummette, Melissa Neil for Matthew Brunner, Kay Johnson, Eric Mesmer, Ginger Burggraf for Iris Mullins, Gary Schirr, Art Carter for Jeff Pittges,

Staff: Teri Hills, Patricia Phillips

IV. COMS

C. Course Title and Credit Hour Change

1. COMS 01-18-041818 COMS 635 Title and credit hour change
Approved

D. Course Title Change

1. COMS 02-18-041818 COMS 640 “Internship in Corporate and Professional Communication” to “Internship in Strategic Communication” **Approved**
2. COMS 03-18-041818 COMS 673 “Integrated Marketing Communication” to “Integrated Marketing Communications”
Approved

V. COSD

A. Course Prerequisite Change

1. COSD 01-18-041218 remove the COSD 613 prerequisite from COSD 615 **Approved**

VI. DSN

D. Course Description Change

1. DSN 01-18-040618 DSN 615 “Readings” **Approved**

E. New Course Proposal

3. DSN 02-18-040618 DSN 619 “Design Thinking for Educators”
Approved

F. Revision of Existing Degree/Certificate Program

2. DSN 03-18-040618 Remove EDET 619 from MFA in Design Thinking and replace it with DSN 619 "Design Thinking for Educators" **Approved**

VII. STEL

B. Course Deletion/Credit Hour Change and Other Catalog Revisions

2. STEL 02-18-032718 - *This proposal had three changes proposed: Removal of EDSP 700, Credit hour change from 31 hours to 30 hours, and a change to the Comprehensive Exam which will now be the Praxis II.*
Approved - contingent upon clarification on Comprehensive Exam

***Note: there was another STEL proposal "STEL 03-18-032718" this proposal ended**

MINUTES
ACADEMIC COURSE AND PROGRAM REVIEW COMMITTEE
Tuesday, April 24, 2018

This meeting was conducted via email due to time constraints on getting the proposals approved prior to the Graduate Affairs Council meeting on Friday, April 27, 2017

Participants: John Brummette, Brad Bizzell, Matthew Brunner, Kay Johnson, Kristin Machac, Eric Mesmer, Iris Mullins, Gary Schirr, Jeff Pittges,
Staff: Patricia Phillips

VIII. MBA

E. Course Description and Syllabus Change

2. MBA 04-18-042318 ECON 694 "Business Forecasting"
Approved

IX. PSYC

B. Revision to Existing Degree/Certificate Program

2. PSYC 02-18-042318 Revision to the M.A specialization in I/O Psychology **Approved**
3. PSYC 03-18-042318 Revision to the M.S. specialization in I/O Psychology **Approved**