

## **GRADUATE EXECUTIVE COMMITTEE MEETING MINUTES – August 29, 2013**

### **Meeting Location: Room 3007, Psychology Building**

Present: Amy Aronson (for Sandra Kregar), Jennifer Branscome (for David Wasieleski), Rick Carter (for Michael Davey), Eric Chambers (for Jim Loughry), Brenda Dyal, Matthew Grant, Kelly Heckaman (for Janet Foster), E-Ling Hsiao, Lyle Indergaard, James LaPlant (presiding), Ellice Martin, Xavier McClung, Corine Myers-Jennings, David Nelson, Jim Peterson (for Sherman Yehl), Michael Sanger, Mel Schnake, Nancy Swanson, and Kate Warner. Guests: Bonni Cohen, Don Leech, Leon Pate, Ellen Wiley, Rebecca Petrella, and Teresa Williams.

The meeting was called to order by Dr. James LaPlant at 2:03 PM.

**English Language Institute:** Ms. Karla Engel-Molnar and Mr. David Starling spoke to the committee about conditional letters of acceptance for international students. The biggest difficulty with bringing international students to campus deals with English fluency. The English Language Institute (ELI) can help with the language barrier by allowing students to come here conditionally to learn the language and then possibly be admitted to a graduate program at VSU. No guarantees are included in the conditional letter of acceptance. If departments need assistance recruiting internationals, they are encouraged to contact the ELI.

The March 28, 2013 meeting minutes were approved.

### **COLLEGE OF THE ARTS**

Revised Courses – MUSC 5810, 5830, 5880: Motion was made to approve; seconded. Lyle Indergaard said that the proposals would help clean up the catalog language regarding lectures and labs for the courses. The proposals were approved.

### **COLLEGE OF ARTS AND SCIENCES**

Revised Course – FREN 6110; New Course FREN 6900; Deactivation - FREN 5610, 6420, 6650: Motion was made to approve; seconded. Amy Aronson explained that the French course numbers were being changed to parallel new courses in Spanish. The new course is being proposed to strengthen the French program, and the courses being deactivated have not been offered in a long time. The proposals were approved.

### **COLLEGE OF BUSINESS ADMINISTRATION**

Revised Catalog Copy – Master of Accountancy (MACC): Motion made to approve; seconded. Nancy Swanson said that the wording changes for the MACC were suggested by Dr. Michael Black from Institutional Effectiveness. The proposal was approved.

### **COLLEGE OF EDUCATION AND HUMAN SERVICES**

Curriculum Change – EDD in Curriculum & Instruction (P-12), Curriculum & Instruction; Leadership; New Course – RSCH 9871; Revised Course – RSCH 9870: Motion was made to approve; seconded. Ellen Wiley said that the proposals would increase required credit hours to 55, providing more support for EDD students. RSCH 9870 becomes RSCH 9872. The proposals were approved with edits.

Revised Courses CIED 9999, LEAD 9999, ACED 9999: Motion was made to approve; seconded. Leon Pate said that proposals would change credit hours so that students could use a combination of hours or just one hour for dissertation, depending on financial aid needs. The proposals were approved.

Course Deactivation – PSYC 8500: Motion was made to approve; seconded. Jennifer Branscome said that the person teaching this course retired and that a new, more relevant course would be proposed. The committee elected to table the proposal until the complete set could be forwarded (include the new course proposal and other relevant forms).

## **COLLEGE OF NURSING AND HEALTH SERVICES**

Curriculum Change – MSN Adult-Gero Nurs Practitioner; Revised Catalog Copy – MSN; Revised Courses – NURS 7590, 7330, 7340, 7350, 7450: Motion was made to approve; seconded. Brenda Dyal explained that 7340 and 7350 will line up more with standards for the program. NURS 7350 and 7351 are a part of a consortium so 7351 is being changed as a requirement rather than an elective. The proposals will also define projects and theses required at the doctoral level, allowing students to focus on knowledge and clinical skills. For VSU graduates to be competitive in the marketplace, they need to have advanced skills and procedures. The proposals were approved.

## **OTHER BUSINESS**

1. Grade Point Average (GPA) Calculations for Applications: James LaPlant explained that the graduate admissions team looks at all post-bachelor's coursework and reports GPAs to program coordinators. (For those applying to education specialist or doctoral programs, we just review master's coursework.) When the grade of F is considered, and the course is retaken and an A is made, the F still stands on the transcript and does not count toward earned hours.
2. Linking Department Web Sites to the Graduate School: Rebecca Petrella said that departments should review web sited links for admissions purposes since the switch to Cascade has rolled back recent changes in web links. Please let the Graduate School staff know if we need to change any of our links.
3. Digital Measures and Graduate Faculty Applications: James LaPlant reported that graduate faculty applications through Digital Measures (DM) will go live next fall. Faculty are adding their publications and grant areas to DM, which can be used to populate the graduate faculty application. Terms of status (associate, full, and temporary) will be clarified. For example, temporary status may become effective two years and renewable; associate status will be eliminated.
4. Marketing and Advertising Initiative: James LaPlant said that the Graduate School has been working with Mary Gooding and Andy Clark by creating marketing material in the form of brochures and web ads. A running ad on the *Atlanta Journal Constitution* web pages has been promising, and a brochure highlighting online programs has been distributed. If the Graduate School can assist your programs with marketing, please let us know your target audiences. Rebecca Waters reminded the committee that the admissions staff would be happy to visit classrooms to talk about graduate programs. A viewbook, fashioned after a similar marketing tool from Georgia Southern, is in production. Ms. Rebekah Moody in Atlanta will be recruiting for graduate programs and visiting schools and other student organizations.

Motion was made to adjourn, seconded, at 3:35 pm.

*Teresa Williams*

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Teresa Williams, Recorder

*James T. LaPlant*

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James T. LaPlant, Ph.D., Interim AVP for  
Research and Dean of the Graduate School