

**Minutes**

Attendees: Shuo Yao, Melinda Cruz, Phillip Mongan, Sean Keck, Lauren Flora, Elizabeth Rice (Graduate Admissions), Ken Smith, Allison Armstrong (Library), Jeff Pittges, Bruce Parsons, Riane Bolin, Brad Bizzell, Tracy Cohn, Matthew Brunner (Registrar), Ben Caldwell (Chair, Dean), Milena Staykova, Tracey Drowne (Graduate Recruitment), Kristan Morrison, Can Dogan, Robert Trent, Jeannine Everhart, Sarah Rabe, Teri Hills (Graduate College, Recorder), Amy Rubens, (Vice Chair, Interim Assoc. Dean), Becca Conner (Graduate Admissions), Emily Close (Graduate College), Michele Ralston (Graduate College), Christi Callahan, Jason Browning, Nicole Iannone, Judy Jenks, Karen Douglas, Sara Nicely

- Meeting was called to order at 1:01 p.m. by Dr. Ben Caldwell, Dean
- Approval of minutes from October 1, 2021; November 5, 2021 and December 3, 2021 – minutes were approved as presented
- Announcements – Dr. Ben Caldwell introduced Emily Close as the Graduate College’s new Graduate Student Support and Non-Degree Coordinator. He also mentioned the website and that we would be updating the “Who to Contact” page.
- Dr. Caldwell also introduced a few new program coordinators to the GAC.
  - Lori Elis CRJU
  - Christi Callahan – DNP
  - Katie Katz – MSN Nurse Administration
  - Judy Jencks – MSN FNP
- Dr. Caldwell announced that with restructuring within Academic Affairs the Sponsored Programs and Research Compliance offices have been moved under Dr. Jeanne Mekolichick, the new Associate Provost for Research, Faculty Success and Strategic Initiatives. The Research Compliance Office will be moving out of the Graduate College suites and over to Cook Hall as a part of this restructure. Dr. Caldwell is no longer the I/O for Research Compliance. Dr. Mekolichick has assumed I/O duties
- Dr. Caldwell made mention that there may be a proposal for a new name for the Graduate College due to the restructuring of moving Research Compliance and Sponsored Programs.
- Dr. Amy Rubens mentioned that graduate faculty and students were sent an email earlier in the week with a list of events that the Graduate College has set up for grad students:
  - 2/9 – Info Session on the 3MT. This event will be recorded.
  - 2/15 – Inclusive Citation Practice with Alyssa Archer 6:00 pm via Zoom
  - 2/18 – Katie Garahan – Writing Center – Virtual event, register online with Qualtrics
  - 2/19 – Meditation and Mindfulness @ Selu from 9-2. Free lunch and optional hiking afterwards.
  - 2/28 – McConnell Library – Level up Reading Strategies

- Dr. Caldwell mentioned the dates for the graduation ceremonies for spring 2022
  - Graduation and Hooding Ceremonies
    - 5/6 (Graduate Hooding, all programs (RU & RUC), Dedmon Center, 5PM),
    - 5/7 (Undergraduate)
- Dr. Caldwell gave an update on the SACSCOC accreditation. We have reviewed our Admissions polices and are cleaning up the language, making clarifications, removing redundancies, and updating language to be more generic and remove the mention of specific people to prevent the need of a lot of updating every year. He made it clear that we were not changing any of the polices at this time.
- For review of the polices and procedures, he will be showing minutes from the GAC meeting showing the suggestions from the Policy and Procedures Committee for changes and where the GAC are given a chance to discuss and vote on said suggestions.
- As of Monday (1/31/2022) Graduate Enrollment was at 1,401. 110 New for spring. Last year 1,366..

	Spring 2020		Spring 2021		Spring 2022		2022-2021 Difference	
	New	Total	New	Total	New	Total	New	Total
<b>Spring 2020 Enrollments as of 1/31/2022 6:00am</b>	123	1270	117	1366	110	1401	-7	35

- Radford University jumped status in its Carnegie Classification. In 2018 Radford was listed as Master's College or University - Large Program and has now been reclassified for 2022 as a Doctoral/Professional University (= R3 level). The University is working on an announcement.
- Old Business
  - Made an announcement that we would have a complete list updated by February 11<sup>th</sup> for Graduate Faculty Status.
- Subcommittee Reports –
  - Academic Course and Program Review
    - Agenda of items were given to GAC members when meeting invite went out on 2/2/2022
    - Dr. Caldwell did a quick review of all proposals and then broke them down into groups for voting through polls within Zoom. All proposals were approved by a majority.
  - Policies and Procedures Committee
    - Dr. Amy Rubens mentioned that departments still had time to share feedback via email on the proposal of a new suspension policy. Other than that announcement there was no new business.
  - Grievance Committee – None at this time
  - Ad hoc GAC Bylaws Committee
    - Plan to meet end of February.
  - 3 Minute Thesis Committee

- Dr. Amy Rubens thanked all the faculty who volunteered to serve on the committee.
  - Committee has had 2 meetings.
  - Currently accepting applications for competition in spring.
  - They are discussing trying to offer the 3MT again in fall 2022 and to try and do 1 each fall and spring semester moving forward.
  - Dr. Rubens shared her screen to show members where on the website they can find information for the 3MT. There were issues with the original link due to the CMS update that happened campus wide. Please don't use any bookmarked links.
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- New Business – No new business.
  
  - Adjourn – Meeting was adjourned by Dr. Ben Caldwell, Dean at 1:48 p.m.

**AGENDA/MINUTES**  
**ACADEMIC COURSE AND PROGRAM REVIEW COMMITTEE**

**I. DNP**

**A. New Course Proposal**

1. Create NURS 701 – Scholarly Writing for the Graduate Nurse **ACPR Approved by GAC ad-hoc on 1/11/2022 for effective date of spring 2022**
2. Create NURS 829 – DNP – Post MSN APRN Residency I, II, and III **ACPR Approved**

**B. Prerequisite Changes**

1. Change Prerequisites for NURS 802 – delete the pre-req of NURS 800 **ACPR Approved**
2. Change Prerequisites for NURS 821 – change pre-req of NURS 820 to pre or co-requisite **ACPR Approved**
3. Change Prerequisites for NURS 822 – delete the pre-req of NURS 821 to pre or co-requisite **ACPR Approved**

**C. Title Changes**

1. Change title from Doctor of Nursing Practice – Post -BSN Nurse Practitioner to DNP- Family Nurse Practitioner (post-BSN) **ACPR Approved**
2. Change title from Doctor of Nursing Practice – Nurse Executive Leadership to DNP- Nurse Leadership (post-MSN) **ACPR Approved**
3. Change title from Doctor of Nursing Practice – Post -Certificate to DNP- Advanced Practice Nurse (post-MSN-APRN) **ACPR Approved**
4. Change title from Doctor of Nursing Practice – Psychiatric Mental Health (post MSN) to DNP- Psychiatric Mental Health Nurse Practitioner (post-MSN) **ACPR Approved**
5. Change title from Doctor of Nursing Practice – Psychiatric Mental Health (post -BSN) to DNP- Psychiatric Mental Health Nurse Practitioner (post-BSN) **ACPR Approved**
6. Change title from Certificate – Psychiatric Mental Health to Certificate - Psychiatric Mental Health Nurse Practitioner (post - MSN APRN) **ACPR Approved**

#### **D. Changes to MSN FNP Program Required Courses**

1. Add the following courses that are currently offered as a part of the DNP program to the MSN FNP program: NURS 710; NURS 774; NURS 800: & NURS 812 **ACPR Approved**

#### **E. Program Revisions**

1. Changing the delivery format of the program from online to hybrid **ACPR Approved**

## **II. SOWK**

#### **A. Course Revisions**

1. Change the course description for SOWK 611 in the catalog to better align with accreditation **ACPR Approved**
2. Change the course description for SOWK 621 in the catalog to better align with accreditation **ACPR Approved**
3. Change the course description for SOWK 631 in the catalog to better align with accreditation **ACPR Approved**
4. Change the course description for SOWK 632 in the catalog to better align with accreditation **ACPR Approved**
5. Change the course description for SOWK 682 in the catalog to better align with accreditation **ACPR Approved**
6. Change the course description for SOWK 761 in the catalog to better align with accreditation **ACPR Approved**
7. Change the course description for SOWK 772 in the catalog to better align with accreditation **ACPR Approved**
8. Change the course description for SOWK 783 in the catalog to better align with accreditation **ACPR Approved**
9. Change the course description for SOWK 784 in the catalog to better align with accreditation **ACPR Approved**
10. Change the course description for SOWK 785 in the catalog to better align with accreditation **ACPR Approved**

11. Change the course description for SOWK 602 in the catalog to better align with accreditation **ACPR Approved**
12. Change the course description for SOWK 601 in the catalog to better align with accreditation **ACPR Approved**
13. Change the catalog description for SOWK as a whole to better align with accreditation **ACPR Approved**

### III. MKTG

#### A. Syllabus Update

1. Change the syllabus for MKTG 641- to go into effect for spring 2022- **ACPR Approved**

### IV. ITEC

#### A. Credit Change

1. Change the number of credits for ITEC 693 to variable (1-6) to go into effect for spring 2022- **ACPR Approved**

### V. ENGL

#### A. Program Revisions

1. Change required courses for the MA and MS in English **ACPR Approved**

### VI. EDUC

#### A. Course Revisions

1. Course prerequisite; Course syllabus; catalog description for EDUC 520 **ACPR Approved**
2. Course prerequisite; Course syllabus; catalog description for EDUC 571 **ACPR Approved**
3. Course prerequisite; Course syllabus; catalog description for EDUC 630 **ACPR Approved**
4. Course prerequisite; Course syllabus; catalog description for EDUC 632 **ACPR Approved**
5. Course prerequisite; Course syllabus; catalog description for EDUC 634 **ACPR Approved**

### VII. EDSP

#### **A. Course Revisions**

1. Course prerequisite; Course syllabus; catalog description for EDSP 571 **ACPR Approved**
2. Course prerequisite; Course syllabus; catalog description for EDSP 632 **ACPR Approved**
3. Course prerequisite; Course syllabus; catalog description for EDSP 634 **ACPR Approved**

### **VIII. EDEL**

#### **A. New Course Proposal**

1. Create new course EDEL 640 this course will be replacing EDEL 624 **ACPR Approved**

### **IX. DPT**

#### **A. Course Revisions**

1. Prerequisite change; syllabus change; & catalog description for AHPT 800 **ACPR Approved**
2. Syllabus change; & catalog description for AHPT 810 **ACPR Approved**
3. Prerequisite change; syllabus change; & catalog description for AHPT 812 **ACPR Approved**
4. Prerequisite change; syllabus change; & catalog description for AHPT 814 **ACPR Approved**
5. Prerequisite change; syllabus change; & catalog description for AHPT 816 **ACPR Approved**
6. Prerequisite change; syllabus change; & catalog description for AHPT 818 **ACPR Approved**
7. Prerequisite change; syllabus change; & catalog description for AHPT 820 **ACPR Approved**
8. Syllabus change; & catalog description for AHPT 824 **ACPR Approved**
9. Prerequisite change; syllabus change; & catalog description for AHPT 826 **ACPR Approved**

10. Prerequisite change; syllabus change; & catalog description for AHPT 828 **ACPR Approved**
11. Syllabus change; & catalog description for AHPT 829 **ACPR Approved**
12. Prerequisite change; syllabus change; & catalog description for AHPT 830 **ACPR Approved**
13. Prerequisite change; syllabus change; & catalog description for AHPT 840 **ACPR Approved**
14. Prerequisite change; syllabus change; & catalog description for AHPT 842 **ACPR Approved**
15. Prerequisite change; syllabus change; & catalog description for AHPT 844 **ACPR Approved**
16. Syllabus change; & catalog description for AHPT 846 **ACPR Approved**
17. Prerequisite change; syllabus change; & catalog description for AHPT 848 **ACPR Approved**
18. Prerequisite change; syllabus change; & catalog description for AHPT 850 **ACPR Approved**
19. Syllabus change; & catalog description for AHPT 860 **ACPR Approved**
20. Prerequisite change; syllabus change; & catalog description for AHPT 862 **ACPR Approved**
21. Prerequisite change; syllabus change; & catalog description for AHPT 864 **ACPR Approved**
22. Prerequisite change; syllabus change; & catalog description for AHPT 866 **ACPR Approved**
23. Syllabus change for AHPT 867 **ACPR Approved**
24. Syllabus change; & catalog description for AHPT 868 **ACPR Approved**
25. Prerequisite change; syllabus change; & catalog description for AHPT 870 **ACPR Approved**
26. Prerequisite change; syllabus change; & catalog description for AHPT 880 **ACPR Approved**
27. Prerequisite change; syllabus change; & catalog description for AHPT 882 **ACPR Approved**



28. Syllabus change for AHPT 884 **ACPR Approved**
29. Syllabus change for AHPT 886 **ACPR Approved**
30. Syllabus change for AHPT 888 **ACPR Approved**
31. Prerequisite change; syllabus change; & catalog description for AHPT 890 **ACPR Approved**
32. Syllabus change for AHPT 892 **ACPR Approved**

**X. MSAT**

**A. Course Revisions**

1. Title; credit hour change; course description; & change to course objectives for ATTR 601 needs to be in effect for the spring 2022 semester **ACPR Approved**
2. Course description; & change to course objectives for ATTR 602 needs to be in effect for the spring 2022 semester **ACPR Approved**
3. Title; course description; & change to course objectives for ATTR 603 needs to be in effect for the spring 2022 semester **ACPR Approved**

**B. Admissions Revisions**

1. Effectively immediately program made several temporary changes to their admissions requirements to get the program up and running. These will be re-evaluated soon and official proposals will be made for the final changes after their current admissions cycle ends and they can evaluate what worked best and fits with their accreditation and remain competitive **ACPR Approved**

# Policies and Procedures Committee

## Minutes

January 28, 2021

1:00 p.m.

Zoom

**Standing members:** Amy Rubens (Graduate College, presiding), Emily Close (Graduate College, Student Support), Zach Johnson (Graduate College Admissions), Karen Douglas, Can Dogan, Sean Keck, Bruce Parsons

**Absent:** Jeannine Everhart, Milena Staykova

**Recorder:** Jarrett Rodriguez (Graduate College GA)

- I. Attendance and announcements.
- II. Discussion of feedback of policy draft circulated to all graduate faculty on 11/3. Feedback was received from graduate faculty programs and individual graduate faculty.
- III. Request of suggestions for policy/procedure items to be discussed at future meetings. Dr. Amy Rubens (Graduate College, presiding) discussed making improvements to the guidance provided to faculty and students regarding directed studies.

**3MT Faculty Committee  
Minutes**

**November 19, 2021 and January 28, 2022**

11:00 a.m.

Zoom

**Standing Members:** Amy Rubens (Graduate College, presiding), Shuo Yao (Strategic Comm), Kevin Parcetich (DPT), Jason Browning (OT), Ken Smith (Art)

November 19, 2021

- I. Reviewed the basic format and outcome of Radford's Spring 2021 3MT Competition; due to COVID-19 concerns, the competition was held as a "virtual" event and in keeping with the University of Queensland's rules for a virtual 3MT competition.
- II. Formulated a timeline for the Spring 2022 3MT Competition and agreed to continue the virtual format due to the uncertain public health situation, prevailing graduate student interest with respect to event participation, and the diverse needs of Radford/RUC graduate students (given the modality and expectations of their program).
- III. Discussed the charge of the 3MT Faculty Committee:
  - to help with 3MT publicity when the competition first opens to applicants
  - to review applications and audition videos submitted by graduate students seeking to participate in the competition
  - to select finalists who will compete in the competition for prizes
  - to assist with identifying impartial judges (i.e., not current Radford professors or instructors) who could be contacted to serve on the 3MT judges panel
  - to assist with the live, online awards ceremony
- IV. Identified a time to meet in January 2022.

January 28, 2022

- I. Discussed plans for the review of initial 3MT applications
- II. Reviewed the 3MT website and initial application identified changes needed prior to the application opening on February 1