

### **Minutes**

**Attendees:** Ben Caldwell (Chair, Dean), Amy Rubens, (Vice Chair, Interim Assoc. Dean), Teri Hills (Graduate College, Recorder), Tracey Drowne (Graduate Recruitment), Becca Conner (Graduate Admissions), Emily Close (Graduate College), Michele Ralston (Graduate College), Zach Johnson (Graduate Admissions), Ken Smith, Shuo Yao, Ben Bierman-Hanson, Brad Bizzell, Jeanie Everhart, Kevin Chui, Tracy Cohn, Bruce Parsons, Philip Mongan, Matthew Brunner (Registrar's Office), Katie Katz, Karen Douglas, Jennifer Powell, Kay Johnson (Library), Riane Bolin, Sara Nicely, Kristan Morrison, Jason Browning, Can Dogan, Jeff Pittges

- Meeting was called to order at 1:01 p.m. by Dr. Ben Caldwell, Dean
- Approval of minutes from February 4, 2022 – minutes were approved as presented
- Announcements –
  - Student Travel Request -
    - Dr. Ben Caldwell announced that if programs had any students who were interested in attending any conferences to please have them submit their applications by March 15<sup>th</sup>. This way we could go ahead and encumber the funds before spend down and closeout for the end of the fiscal year begins.
    - Dean Caldwell also mentioned that Teri Hills would be sending out emails to Program Coordinators soon reminding them to use their recruitment funds soon or have them encumbered as soon as possible. He didn't want them to lose those funds. The Graduate College will take back unused funds closer to the end of the semester when we begin to close out the end of the fiscal year.
  - Dr. Rubens gave an update on the 3MT.
    - Thanked the committee members; Ken Smith, Shuo Yao, Kevin Parcetich, and Jason Browning for all of their work.
    - The committee reviewed all the applications to participate and narrowed it down to a final of 8 participants to compete.
    - Gave a brief overview of the programs that would be represented. Those programs included: DHSc; COED; MFA; PsyD; & DNP
    - Went over the 3 prizes: \$500 -First Place; \$300 – Runner Up; \$300 – People's Choice
    - The award ceremony will be held on April 6<sup>th</sup> at 6:00 pm via Zoom webinar. This is the same platform that was used last year. Will be a live event. Stated that the website currently shows the time being at 7:00 pm but this is a mistake.

- The Graduate College will also try to do a Facebook live stream as well.
- The Graduate College will share the link to once they get it from IT. It is estimated that the link will be sent March 28<sup>th</sup> or a little afterwards.
  
- Dr. Rubens will be emailing this information out at a later date. She was unable to share the link for this information in the chat within Zoom.
  
- Dean Caldwell announced that April 4-8 was National Graduate and Professional Student Week and that himself, Dr. Rubens, and Tracey Drowne would be working on ideas of how to celebrate our students. They also may be reaching out to GAC/Program Coordinators for ideas as well.
  
- Dean Caldwell went over the dates that Tracey Drowne, Recruiter, would hold office hours at the RUC location.
  - Originally listed on the agenda she was going to be at RUC on March 11<sup>th</sup>. However, this is spring break and most faculty are also gone that week. So, Tracey will not be at the RUC location that day.
  - March 18 & 25. March 25<sup>th</sup> is RUC's Graduate Open House from 5-7 pm.
  - Originally listed on the agenda she was going to be at RUC on April 29<sup>th</sup>. Due to conflicts with other recruitment, she will no longer be there on that day.
  - April 15 & 22
  - Tracey will be reaching out to the RUC program coordinators to see if Friday's are a good day for her to be at the RUC location to meet with them or if another day would work better for them. If so, Dean Caldwell and Tracey will adjust her schedule to accommodate them.
  - Dean Caldwell asked if there were any suggestions or comments about Tracey being at RUC on Friday's, if it worked for them, or if they needed her to change her schedule. Nobody commented, so Dean Caldwell just said if members thought of anything to please contact Tracey.
  
- Spring 2022 Graduation and Hooding Ceremonies
  - Dean Caldwell mentioned that there would be a keynote speaker at this year's commencement ceremony. He received names from the Alumni Office that he reviewed and sent his top picks to the President. She will make the final determination of who it will be.
  - Dean Caldwell also stated that the President's Office would like for us to have a student to give welcome remarks and introduce the keynote speaker. He asked the members of GAC if they had any strong students that came to mind that they thought would be good to please send the student's information to Emily Close.

- Accelerated Programs – (added announcement not listed on agenda)
  - Dean Caldwell stated that he needed to know what programs participated in the Accelerated Program for SACSCOC purposes.
  - Later next week, if possible, Dean Caldwell will be sending a Qualtrics survey out to coordinators with options for them to mark if their program currently participates in the accelerated program and if not, if they would be interested in participating in the accelerated program.
  - Dean Caldwell mentioned that this information for those programs who are participating in the accelerated program, does need to be listed in the catalog.
  
- Distinction Program – Dr. Rubens gave an update.
  - A number of special events have been held for GA; GTA; and GTF's to attend
  - The Graduate College has also identified and coordinated several events for all graduate students to attend, although they may not be working towards the Distinction Program.
  - Last semester an anonymous survey was sent out to get feedback and suggestions for the Distinction Program. This was very helpful and was utilized in planning out events and processes for the program for the spring semester.
  - The deadline for students who want to apply for the program is April 1<sup>st</sup>. They must have their e-portfolio submitted.
    - Dr. Rubens worked with Sam Blevins and they offered a coaching session for students on how to do the e-portfolio. This is a good thing for anybody who wants to have an e-portfolio.
  - Dr. Rubens mentioned that some members of GAC may get request from students to sign an endorsement for them for the program.
  - The endorsement should be from someone who knows the student's work as a GA/GTA/GTF.
  - For the students who complete the program they will receive an honor cord to wear at the commencement ceremony.
  - Dr. Rubens stated that if anybody would like copies of the information that has been distributed out regarding the program could always reach out to her via email and she would forward that information to them.
  - Dean Caldwell also mentioned that those students who complete the program would also have a notation on their transcripts. He then thanked Dr. Rubens for all of her hard work on this program.

- Subcommittee Reports –
  - Academic Course and Program Review
    - Agenda of items were given to GAC members when meeting invite went out on 3/2/2022. There was also an agenda sent out through Curriculog with all the proposals sent on 3/2/2022 as well.
    - Dean Caldwell did a review of all proposals and then broke them down into groups for voting through polls within Zoom. All proposals, except for the Ed.D. program revision, were approved by a majority.
    - The program revision for the Ed.D. program is being held until the April 1<sup>st</sup> meeting. There are individual new course and course deletions that are coming through that go with this overall proposal. The GAC will vote on them as a whole at the next meeting.
    - Teri Hills, stated that she accidentally missed adding a proposal to the agenda that needed to be voted on for this meeting.
      - ITEC 540 – new course proposal for DAIM to be cross-listed with ITEC 440.
      - Teri Hills will send out an email on Monday with the proposal for members to review and then have the committee vote on via email.
  - Policies and Procedures Committee – None at this time.
  - Grievance Committee – None at this time
  - Ad hoc GAC Bylaws Committee – No official minutes at this time.
    - Committee met 2 weeks ago and had a very good conversation. Committee reviewed the governance for Faculty Senate, Staff Senate, and A&P Senate.
    - Found that Faculty and Staff Senate have constitutions and bylaws and A&P Senate has only bylaws. They then created a spreadsheet to compare them. The bylaws for A&P line up beautifully with the constitutions of the other senates.
    - Doug Brinkman, one of the members, who has a lot of expertise and knowledge in creating bylaws, stated that you don't have to have a constitution, you can just have bylaws.
    - The committee will not have anything formally to submit or propose to the GAC for a little while.
  - 3 Minute Thesis Committee – This was covered under announcements.

- Old Business –
  - Showed list of Graduate Faculty that had been approved since the last GAC meeting. This included ones who should have been listed on the February 4<sup>th</sup> agenda, ones that came in after the last GAC meeting, and a few who had been approved in 2020 but due to inconsistencies in the position that handles this list, that were out of the Graduate College's control, were mistakenly left off. Their applications were reviewed and approved by all parties at that time but were just left off for GAC's notification.
- New Business – Proposal to rename the Graduate College.
  - Dean Caldwell stated that with the restructuring earlier this year in which Sponsored Programs and Research Compliance offices were moved under Dr. Jeanne Mekolichick, the new Associate Provost for Research, Faculty Success and Strategic Initiatives, that the Interim President suggested that the Graduate College submit to have their name changed.
  - A suggested name was presented to the Interim President to just be named the College of Graduate Studies. The Interim President felt that it was best to capture more of what the Graduate College is and add Professional Studies to the name.
  - Dean Caldwell created a written proposal with the proposed new name of College of Graduate and Professional Studies, along with the history and justification for this name change and presented it to the GAC members.
  - Dean Caldwell opened up the floor for discussions, thoughts, suggestions or comments on this name change. There were none.
  - Dean Caldwell then asked if there was anybody who would like to make a motion to approve this name change. Ken Smith made a motion and Can Dogan seconded the motion.
  - Dean Caldwell then opened the floor up for discussion. There was none.
  - A poll sent through Zoom was then sent out and all members voted 100% to approve the name change.
- Meeting in Person – (added to the agenda during the meeting)
  - Dean Caldwell mentioned that Faculty Senate indicated in their last meeting that they would be scheduling their next meeting as an in-person meeting. Dean Caldwell then asked the GAC members if they wanted to continue the GAC meetings via Zoom or if they wanted to move to in-person. It was 100 % that the members wanted to continue doing the meetings via Zoom at this time.
  - Dean Caldwell mentioned that we would meet on April 1<sup>st</sup> and then if we needed to we could also meet on April 29<sup>th</sup>.
  - Dean Caldwell then asked if anybody had anything else they needed to discuss for the good of the order. Nobody said anything.

- Adjourn – Meeting was adjourned by Dr. Ben Caldwell, Dean at 1:50 p.m.

## Graduate Faculty Application Status

The following have been approved as graduate faculty according to the specified qualifications for either full or graduate faculty status.

### Full Graduate Faculty Status - 5 year term

Name	Dept	Limitation(s)
Scott Dunn	STRAT COMM	
Brian Buccola (1/25/22)	PA	
Rachel Santos	CRJU	
Roberto Santos	CRJU	
Kevin Bowers	COMM	
Deneen Evans (10/28/21)		
Sam Jennings	COMM	
Daniel Woods	ENGL	
Courtney Bosworth	COMM	
Jennifer Mabry	PSYC	
Eric Mesmer	PSYC	

### Associate Graduate Faculty Status - 3 year term

Name	Dept	Limitation(s)
Eric Snow -approved 1/25/22	CRJU	CRJU 684
Will Sawyer -approved 1/13/22	ART	
Kimberly McInnis -approved 6/2020	MOT	
Carma Sample – approved 6/2020	MOT	
Julia Jennings – approved 6/2020	MOT	
Tara Riddle – approved 6/2020	MOT	
Johanna Shelton – approved 6/2020	MOT	
Maranda Hartze-Pithua – approved 6/2020	MOT	
Tracy Shumate – approved 6/2020	MOT	
Megan Barefield -approved 11/8/2021	DNP	
Galam Khan -approved 11/5/2021		

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

**I. Public Health**

**A. New Certificate Program - approved - 3/4/22**

1. Create new certificate of advanced graduate study in Health Professions Education starting fall 2022 **ACPR Approved**

**II. CRJU**

**A. Course Revisions - approved - 3/4/22**

1. Change the course title for CRJU 676 in the catalog to better align with the current nomenclature being used so it is reflected on students transcripts to help obtain positions in criminal justice agencies **ACPR Approved**

**III. Ed.D**

**A. Program Revision**

1. Change in the catalog description and slight change in the required courses for the program- **ACPR Approved - Tabled - still waiting on course proposals**

**IV. EDEL**

**A. Program Revision**

1. Change to courses that are required for the program. EDEL 640 will replace EDEL 624 **ACPR Approved - Approved 3/4/22**

**V. Public Health**

**A. New Course Proposals all proposals approved - 3/4/22**

1. Create New Course HSCE 841 for the new Certificate being proposed **ACPR Approved**
2. Create New Course HSCE 842 for the new Certificate being proposed **ACPR Approved**
3. Create New Course HSCE 843 for the new Certificate being proposed **ACPR Approved**



## **B. Course Revisions**

1. Change prerequisite for PBHL 800 **ACPR Approved**
2. Change prerequisite for PBHL 810 **ACPR Approved**
3. Change prerequisite for PBHL 815 **ACPR Approved**

## **VI. Music**

### **A. New Certificate Proposal - approved - 3/4/22**

1. Create New Post Baccalaureate Certificate in Music Therapy **ACPR Approved**

## **VII. SOWK**

### **A. Program Revisions - approved - 3/4/22**

1. Updating the program for SOWK to reflect the new title changes **ACPR Approved**

### **B. Course Revisions - proposals approved - 3/4/22**

1. Changing titles and catalog description to SOWK 641 **ACPR Approved**
2. Changing titles and catalog description to SOWK 642 **ACPR Approved**
3. Changing titles and catalog description to SOWK 791 **ACPR Approved**
4. Changing titles and catalog description to SOWK 792 **ACPR Approved**

## **VIII. MBA**

### **A. New Course Proposal - proposals approved - 3/4/22**

1. Created a new special topics course – MGNT 635 **ACPR Approved**
2. Created a new special topics course to be used as an elective – MKTG 601 **ACPR Approved**

## **IX. MOT**

### **A. Program Revision - proposals approved - 3/4/22**

1. Change in overall program requirements **ACPR Approved**
2. Now offering the program as part-time as well as full time **ACPR Approved**

### **B. New Course Proposal - approved - 3/4/22**

1. Created a new course OCTH 607 **ACPR Approved**

**C. Course Revisions - all proposals approved - 3/4/22**

1. Change credit hours for OCTH 615 **ACPR Approved**

2. Change credits hours and update syllabus OCTH 633 **ACPR Approved**

3. Change credit hours, course title change, update syllabus, and catalog description to OCTH 640 **ACPR Approved**

4. Change credits hours and update syllabus OCTH 643 **ACPR Approved**

5. Change credits hours, course title, update syllabus, and catalog description for OCTH 653 **ACPR Approved**

**D. Course Deletions - approved - 3/4/22**

1. Delete course OCTH 625 **ACPR Approved**

**X. Strat Comm**

**A. Program Revision- approved - 3/4/22**

1. Change the overall program description for Strat Comm **ACPR Approved**

New Business

Proposed Motion:

To change the name of the **College of Graduate Studies and Research** to the **College of Graduate and Professional Studies**.

History and Justification:

In 2015, GAC approved renaming the College to the current College of Graduate Studies and Research (CGSR) to better reflect the College's oversight of research compliance and sponsored programs functions that had been placed under the College. Thus, the name change was appropriate at that time and reflected its mission and focus.

With the recent reorganization of Academic Affairs in early January 2022, oversight of the Research Compliance Office and the Office of Sponsored Programs and Grants Management have been reassigned from CGSR to the Associate Provost for Research, Faculty Success and Strategic Initiatives. Since these offices are no longer within the College of Graduate Studies and Research, removal of Research in the College's name is more appropriate since the College no longer directly oversees these research support functions. In addition, the recent reorganization has created some confusion about where these research support units reside and who is now supervising their functions. The College's primary mission at this time is focused on graduate recruitment, admissions, academic functions for administration of graduate programs and graduate student support services.

From 2008 to 2015, the College had been named the College of Graduate and Professional Studies with part of its mission to support continuing education efforts. However, this goal was never quite realized. In addition to traditional graduate program in fields such as English, psychology, art, and music, Radford offers graduate degrees in a number of professional areas, and professional master's and doctoral programs are now officially recognized and defined by the US Department of Education. A few examples of recognized professional degrees Radford offers at the master's level include Master of Business Administration, Master of Social Work, and Master of Occupational Therapy, among others. Radford also offers First-Professional Degrees defined by the Department of Education as programs that require a) completion of academic requirements to begin practice in a profession, b) two years of prior undergraduate requirements, and c) at least 6 years to complete. Such programs are typically accredited by a specialized accrediting body, and may require professional licensure to work in the profession. Examples of first-professional programs that Radford offers include Doctorate of Education (EdD), Doctor of Physical Therapy, Doctor of Psychology and Doctor of Nursing Practice. Thus, including Profession Studies in the name of the College is appropriate.

Lastly, renaming the College as the College of Graduate and Professional Studies parallels Radford University's recent elevation in Carnegie Classification status from a Master's College and University to a Doctoral/Professional University (PDU) in which professional degrees are specified in the classification title.