

Armstrong Atlantic State University
Minutes of the Graduate Affairs Committee

February 10, 2009

Board Room, Burnett Hall at 2:30 pm

The Graduate Affairs Committee met at 2:30 pm in Burnett Hall, Room 125. The following members were present: Drs. Patricia Coberly, Elizabeth Crawford, Mark Finlay, Christopher Hendricks, Stephen Jodis, Michael Mink, Dennis Murphy, Anita Nivens, Patricia Wachholz, and Christine Bild.

Guests: Dr. Kalenda Eaton, GCC, Chair, Dr. Andi Beth Mincer, Physical Therapy, Dr. Bryan Reimann, MSSM, Dr. Russell Watjen, Associate Vice President for Academic Affairs and Enrollment Services, and Ms. Jill Bell, Director of Graduate Studies.

I. The minutes from the meeting of January 13, 2009 were approved as presented.

II. Subcommittee Reports

Dr. Patricia Coberly, Graduate Faculty Status – Updated graduate faculty criteria and forms were distributed. The following list was recommended for Graduate Faculty Membership. Motion was made, seconded, and the following list was approved.

Ronald Harold Binkney	MSED	Initial Assistant
Becky Kohler daCruz	CJ, SOC, POLS	Initial Assistant
Ellen Blossman	LLP	Reappoint Associate
Sylvia Kleiman Fields	Nursing	Initial Assistant
Barbara Hubbard	ECE	Initial Assistant
Lynn Long	HPE	Initial Assistant
Nancy Luke	SAED	Initial Assistant
Michael Mink	HS	Initial Associate
Mary Pearl	ECE	Temporary
Monica Rausch	LLP	Initial Assistant
Paula Reynolds	MPH	Temporary
Leigh Rich	HS	Reappoint Associate
Joseph Weaver	LLP	Temporary

Dr. Kalenda Eaton will chair the Graduate Curriculum Committee

Dr. Kalenda Eaton, Graduate Curriculum Committee – Course descriptions were presented and the following courses were presented for final approval:

A. COLLEGE OF
EDUCATION: (No Items)

B. COLLEGE OF LIBERAL
ARTS:
ENGL 5350 G (Modification)
ENGL 5355 G (Creation)
HIST 5150 G (Creation)
HIST 5690 G (Modification)
PSYC 5060 G (Modification)
PSYC 5061 G (Modification)
PSYC 5062 G (Modification)

C. COLLEGE OF SCIENCE
AND TECHNOLOGY:
CSCI 7835 G (Creation)

D. COLLEGE OF HEALTH
PROFESSIONS:
SMED 7075 (Course creation
and the modification to the
Health Sciences Program of
Study

Motion was made, seconded, and the above courses were approved.

- The new route for graduate curriculum items going to the graduate curriculum committee are as follows: All 6000+ courses must be reviewed by the respective college dean prior to submission to the graduate curriculum committee.
- Motion was made, seconded, and the following statement was approved: If college deans choose to send graduate curriculum items to their college committees for review; the reviewing college committee members must hold associate or full graduate faculty status until further notice from the Graduate Faculty Status Committee. Drs. Murphy, Coberly and the GFM committee will review the procedure.

III. Revision of the Graduate Affairs Committee Bylaws – Joey Crosby

- Motion was made, seconded and the 2st reading of By-Law Revision Guideline was approved. The By-laws will be sent to the faculty senate for final approval.

IV. Graduate Review Committee Report – Chris Hendricks

- Graduate Review Task Force – After discussion of Item # 16, (Give consideration to re-establishing the position of Dean (or something similar) of Graduate Studies.) Dr. Watjen was asked to note and take into consideration that the report was changed. The statement made by the task force committee was not what went forward on the final report. Dr. Watjen so noted.

V. Graduate Student Coordinating Council – Christine Bild

- Tutorial services and hours are posted in the graduate lounge
- GSCC funded several projects: CJ Human Trafficking; HP Goodness of Mercy Public Health Campaign; PT 16 students attended conference in Los Vegas, University of Alabama
- GSCC Website is under construction
- GSCC is planning a spring event
- GSCC Brochure is being developed

VI. Graduate Enrollment Services – Jill Bell

- Tasha White has been hired as staff assistant for graduate studies
- Graduate enrollment is up by 16% and Graduate Credit Hours up over 25%
- GS may receive two new cohorts in March increasing graduate enrollment
- BOR is taking a look at system wide tuition waivers – with the possibility of PT program coming back to AASU and FTE increasing, it is hopeful that AASU may get additional waivers

VII. Remarks from Associate Vice President for Academic Affairs – Dennis Murphy

- Departments are encouraged to continue to build and strengthen their graduate programs

Remarks from Associate Vice President of Academic Affairs and Enrollment Services

- Dr. Watjen spoke about his role in enrollment services, aggressive recruiting, goals and objectives for the graduate studies program.

VIII Other Business – Dr. Chris Hendricks announced that GAC would review and approve the list of graduation candidates and forward on to the Faculty Senate for final approval. After discussion, it was agreed that this procedure would not work. The graduation list would have to be approved two months prior to graduation because of scheduled meetings of the GAC and the Faculty Senate meetings. Dr. Hendricks will contact the faculty senate with the results of the discussion.

- The Office of Graduate Faculty Services will administer undergraduate and graduate scholarships.

Meeting adjourned at 3:39 pm

Respectfully submitted

Linda C. Hansen
Attachments