

Graduate Executive Committee Meeting Minutes
January 21, 2021
MEETING LOCATION: Online through Microsoft TEAMS

Present: Becky da Cruz, Herb Fiester, Linda Most, David Nelson, Kelly Heckaman, Matt Carter, Grazyna Walczak (proxy for Luis Bejarano), Maren Clegg-Hyer, Keith Lee, Meagan Arrastia-Chisholm, Michelle Ritter, Dixie Haggard, Mitch Lockhart, Josh Pifer (proxy for Zhong Lin), Matt Grant, Nancy Swanson, Anne Price, Ellis Heath, Peggy Moch

Guests: Ernest Smith, Kennise Wilcox, Jessica Cid, Rebecca Petrella, Sonja Jenkins, Crystal Marshall, Madison Whitehead, Hanae Kanno, Brian Gerber, Daesang Kim, Kathy Warner, Craig Coleman, Justin Sanchez

The meeting was called to order by Dr. Becky da Cruz at 2:00 pm.

Minutes from November 19th were approved. Herb Fiester motioned to approve. Dixie Haggard seconded. 13 voted to approve. Peggy Moch and Matt Grant abstained.

College of Humanities and Social Sciences

Revised Catalog Copy – Master of Public Administration (Upon successful completion of the MPA program...): Student learning outcomes proposed to match the NASPAA core competencies which are required to assess each year to maintain accreditation. Peggy Moch motioned to approve. Meagan Arrastia-Chisholm seconded. Motion to approve passed unanimously.

Revised Catalog Copy – Doctor of Public Administration (Upon successful completion of the DPA program...): The student learning outcomes proposed better align with our program map and provide an opportunity to achieve a holistic assessment of the program each year. Peggy Moch motioned to approve. Meagan Arrastia-Chisholm seconded. Motion to approve passed unanimously.

College of Education

Request for Curriculum Change – Master of Social Work Degree-Advanced Standing (combining SOWK 6000 & 6100 into SOWK 7100): The Social Work Values, Knowledge and Skills addressed in SOWK 7100 had previously been addressed in two separate courses, both taken by Advanced Students during their first semester of the MSW program. Combining the content and assignments from these two courses (often taught by two separate instructors) into a single course taught by a single instructor will improve student mastery of the material by reducing

redundancy between the two courses and allowing more effective integration of the assignments/evaluations that had previously been addressed separately in the two courses. Kelly Heckaman motioned to approve. Nancy Swanson seconded. Motion to approve passed unanimously.

Revised Catalog Copy – Master of Social Work Degree-Advanced Standing (Program of Study): Catalog copy revisions are being requested to address errors that were made at the time the following courses were added to the curriculum or delisted: SOWK 6000 and SOWK 6100 were replaced by SOWK 7100 consistent with current best practices advanced standing education. Kelly Heckaman motioned to approve. Nancy Swanson seconded. Motion to approve passed unanimously.

Revised Catalog Copy – Master of Social Work (Revising SOWK 7810 course name): Requested to revise the course name for SOWK 7810 to reflect current developments related to how social workers use the DSM criteria to contribute to assessment, treatment planning, and intervention in mental health and medical settings and on interdisciplinary care teams. Kelly Heckaman motioned to approve. Nancy Swanson seconded. Motion to approve passed unanimously.

Revised Course – SOWK 7810 (title change): Revisions are being requested to revise the course name for SOWK 7810 to reflect current developments related to how social workers use the DSM criteria to contribute to assessment, treatment planning and intervention in mental health and medical settings, and on interdisciplinary care teams. Kelly Heckaman motioned to approve. Nancy Swanson seconded. Motion to approve passed unanimously.

Request for Curriculum Change – Teacher Leadership (Adding ACED 7150): Programs needing to be 30 hours due to SACSCOC Core Requirement 9.2 (Program length) of the Principles of Accreditation requires that “post-baccalaureate, graduate, or professional” degrees be “at least 30 semester credit hours or the equivalent.” Linda Most motioned to approve. Michelle Ritter seconded. Motion to approve passed unanimously.

Revised Catalog Copy – Master of Instructional Technology: P-12 School Library Media Concentration: SPEC 7000 has been added to SPEC 3000 as a graduate level option to meet Georgia teacher certification requirements. Linda Most motioned to approve. Ellis Heath seconded. Motion to approve passed unanimously.

Sub Committee Report

- Graduate Student Success – Dr. da Cruz updated that there will be more updates coming in February from Dr. Downing.
- Doctoral Program Sub-Committee – Will be meeting mid-February to finish discussing some items that were tabled due to pandemic.
- Graduate Appeals – N/A

- Graduate Faculty Scholarship – Limited funding, no travel (registration for teleconference, etc.), update on approved funding applications (approx. \$4,360 for Fall 2020) – Spring 2021 is next round (March 5th due date)
- Graduate Faculty Membership – Dr. Nelson updated on sub-committee meeting from early January. We are working on updating the standards for applying for consideration for full faculty status. Hope to have items ready for voting in February. Applications due March 12th. Still working toward goal of aligning application with the tenure and promotion process.

Other Business/Topics from the Floor

1. Graduation Application – In DocuSign, Dr. da Cruz updated. It is currently under templates but it has not been made live for students as of yet. There are still a few things the registrar is working through to ensure it is ready for go-live.
2. Graduate Symposium – Proposing adding sub-committee in our Bylaws. Call for sub-committee (details for virtual symposium). We are modeling the Graduate Research Symposium on the 2020 Undergraduate virtual symposium. We anticipate many more graduate students submitting research proposals since it will be a virtual event this year and with a large online student population. We are seeking a Master of Ceremonies as well as more members for the sub-committee. We are also looking to kick off the 3-minute thesis (similar to how they do it at the undergraduate level). We have an award to present to the overall poster winner and the 3-minute thesis competition. We will send the 2019 scoring cards to the sub-committee to review and provide feedback. The normal time for the symposium is 4-6 PM. Since the event will be virtual, seeking Committee input on the time for the Symposium. We will also have the GA of the Year ceremony right before the symposium begins.
<https://www.valdosta.edu/academics/graduate-school/research/symposium.php>
3. Graduate Assistantships – Dr. da Cruz updated. Judging of competitive GAs for Fall 2021 has been completed. GA supervisors can start the hiring process now if you are using the GA as a recruiting tool. We can provide a letter of intent stating to the prospective student in order to guarantee the GA Assistantship to the prospective student if they are admitted to a graduate program. If they have already been accepted into the program, then the student can begin the hiring process i.e. the background check and other onboarding paperwork can be started earlier to ensure that the students are fully hired prior to the start of the semester (i.e. as soon as possible). February 1st the call for Summer competitive GA positions will go out to campus. There are no guaranteed positions and since the # of GA positions available is contingent on funding remaining after funding the Fall and Spring appointments. Faculty and staff will have two weeks to submit the applications; the committee will

review the applications; and everyone who applied should hear by mid-March whether their request will be funded.

4. Fall 2021 Test score waivers – Dr. da Cruz updated. The Graduate Admissions office is getting calls from prospective students regarding test score waivers primarily for the MPA/DPA, EDD, MBA, SLPD programs. We request any other programs who will be waiving test score for Fall 2021 to let us know. While the GRE can be taken virtually, there continue to be some issues with the in-person testing option. If a program plans to wave test scores permanently, a request to do so will need to be submit a curriculum/catalog change to GEC. -History is keeping the test requirement for Fall 2021, but is willing to waive the test score on a case-by-case for those potential students having trouble taking the test. -LCOBA is looking at potentially waiving for Fall; will let us know next week. -Sociology will be voting whether to waive; will let us know soon. -MLIS does not require the GRE. -Public Administration may permanently remove the test score requirement; if so, will get the request to GEC; will let us know after their January 28th meeting if waiving for Fall. -Nursing does not require the GRE. -Ed.D. C&I and LEAD have no plans to make any changes. -SLPD has waived the GRE. -MSED in SLP will keep the test score requirement. -Biology requires GRE but has waived for Fall. -Special Education requires test scores only for Ed.S. program.
5. Graduate Admissions Updates – Rebecca gave update. Working through report regarding students needing to change from probationary to regular to start updating those students in the system. Working on updating applications that are sent on the weekly report. If you see people from prior semesters let Admissions know and they will update the reports. Admissions is getting ready for application deadlines on those programs who have deadlines coming up over the next couple months. Sending applications for review to programs to ensure that the review process is moving forward on applications. Looking into making the notification letters that go out to students electronic in order to cut down on the processing time that usually occurs with the printing and paper mail process. Looking to automate the decision process which will hopefully help those times of year when a lot of decisions are happening all at once. Also want to update the application status check (so applicants will know what stage app is at). Want to include the VSU email as well as 870 so students can find it in the portal to keep student PII safe and secure.
6. Dismissal Appeal & Admission Denial Appeal Forms – DocuSign process update. We are working through some of the glitches regarding routing, etc. If you hear of any issues let us know and we will get it updated. Dr. Lee suggested that the justification/stipulation area be enlarged.
7. AGS/SGA Updates – Justin Sanchez/Allison Carr – No updates from AGS.

8. Items from the Floor?

Motion was made to adjourn at 3:17PM by Dr. Kelly Heckaman. Mitch Lockhart seconded.

Next Meeting: February 18th (Next Academic Meeting February 8, 2021)

Ernest Smith

Ernest Smith, Recorder

Becky K. da Cruz

Becky K. da Cruz, Associate Provost for Graduate
Graduate Studies and Research