

Graduate Executive Committee Meeting Minutes  
November 17, 2022  
MEETING LOCATION: Converse 3007/Online through Microsoft TEAMS

Present: Becky da Cruz, David Nelson, John Lairsey, Anne Price, Michelle Ritter, Jennifer Beal, Mitch Lockhart, Ellis Heath, Lenese Colson, Debra Gresham, Ann Greenfield, Dixie Haggard, Kelly Davidson, Matthew Grant

Proxy: Anne Price for Keith Lee, Ellis Heath for Nancy Swanson

Guests: Crystal Marshall, Rebecca Petrella, E-Ling Hsiao, Cordell Moats, and Darli DeVane

The meeting was called to order by Dr. Becky da Cruz at 2:04 pm.

Minutes from October 20, 2022 were approved. Ann Price motioned to approve. David Nelson seconded. Motion passed: 15 approved - 0 opposed – 0 abstained

Special Guest:

Dr. Bob Smith, Provost & VP of Academic Affairs spoke about enrollment. Enrollment was down significantly this past year. Overall VSU was down 11.6 percent. The graduate enrollment was down a lot less. He contributes some of the issues to Slate. IT is working on getting Slate fixed. The percentage of applicants to graduate programs was up; however, we have lost graduate students to other institutions due to them getting frustrated. He asked program coordinators to help applicants. Another suggestion was for graduate programs to review their admission requirements and remove any requirements that are not needed and that cause barriers, such as GRE's, MATS, and writing samples. He encouraged program coordinators to work with Bailey in IT to improve Slate.

### **College of Nursing and Health Sciences**

Request for Revised course (Catalog): Advanced Evidence-Based Practice- Updating catalog information to be congruent with current curriculum. Curricular changes in 2016 removed graduate level stats to be consistent with similar programs.

Debra Gresham motioned to approve. David Nelson seconded. Motion passed: 15 approved – 0 opposed – 0 abstained.

Request for Revised course (Catalog): Advanced Practice Nursing: Adult Health I: Practicum (NURS 7330L) – Updating the catalog information to be congruent with current curriculum.

Debra Gresham motioned to approve. David Nelson seconded. Motion passed: 15 approved – 0 opposed – 0 abstained.

Request for Revised course (Catalog): Advanced Practice Nursing: Adult Health I: Practicum (NURS 7350L) Updating the catalog information to be congruent with current curriculum.

Debra Gresham motioned to approve. David Nelson seconded. Motion passed: 15 approved – 0 opposed – 0 abstained.

Request for Revised course (Catalog): Advanced Practice Nursing: Capstone- The change in the course title is to have it align with the other course titles within the specialty tracks. Based on student feedback requesting a lighter workload for improved outcomes, students can either take NURS 7160 as a pre-requisite or a co-requisite with NURS 7590, NURS 7160 Health Care Delivery, Systems, Economics and Policy bests aligns with the NURS 7590 Nurse Practitioner Capstone course. The course descriptions need to be updated to accurately reflect the populations of the specialty tracks within the course.

## **College of Science and Mathematics**

Request for Revised Catalog copy (catalog): Master of Science in Biology (non-thesis option) -Changes are necessary to include information on new non-thesis degree option.

David Nelson motioned to approve. Debra Gresham seconded. Motion passed: 15 approved – 0 opposed – 0 abstained.

Request for New Course: Biology Graduate Internship- Satisfies requirement of Biology Master's degree non-thesis option. Opportunity for students with diverse backgrounds to apply different experiences for graduate credit. David Nelson motioned to approve. Debra Gresham seconded. Motion passed: 15 approved – 0 opposed – 0 abstained.

Request for Revised catalog copy (website): Master of Science in Biology (non-thesis option)- Changes are made to reflect updated information and to introduce the new non-thesis Biology MS degree option. David Nelson motioned to approve. Debra Gresham seconded. Motion passed: 15 approved – 0 opposed – 0 abstained.

Request for Revised catalog copy (website): Master of Science in Biology (non-thesis option) MS-biology - Changes are being made to present update information and to introduce the new non-thesis option for the Biology MS degree. David Nelson motioned to approve. Debra Gresham seconded. Motion passed: 15 approved – 0 opposed – 0 abstained.

Request for Revised catalog copy (website): Master of Science in Biology- Provide alternative option for students wishing to pursue advanced studies in Biology without requiring the research emphasis. David Nelson motioned to approve. Debra Gresham seconded. Motion passed: 15 approved – 0 opposed – 0 abstained.

Request for curriculum change (catalog): Master of Science in Biology (non-thesis option)- Formal proposal of the requirements for the non-thesis degree option for the Master of Science degree in Biology. David Nelson motioned to approve. Debra Gresham seconded. Motion passed: 15 approved – 0 opposed – 0 abstained.

## **College of Education and Human Services**

Request for Revised catalog copy (website): Ed.D in Adult Learning & Development (formerly Ed.D. in Adult and Career Education)- Aligning doctoral programs of study and catalog language.

Debra Gresham motioned to approve. John Lairsey seconded. Motion passed: 15 approved – 0 opposed – 0 abstained.

Request for Revised catalog copy (website): Ed.D in Curriculum & Instruction - Aligning doctoral programs of study and catalog language. Debra Gresham motioned to approve. John Lairsey seconded. Motion passed: 15 approved – 0 opposed – 0 abstained.

Request for Revised catalog copy (website): Ed.D in Leadership- Aligning doctoral programs of study and catalog language. Debra Gresham motioned to approve. John Lairsey seconded. Motion passed: 15 approved – 0 opposed – 0 abstained.

Request for Revised catalog copy (catalog): Master of Social Work Degree- The Social Work program is revising their curriculum to better represent the learning goals of the program, and better prepare students for the diverse social work opportunities that are available, the MSW program will offer two tracks: direct practice to

work with individuals and macro to work with larger groups and communities. The change of request form is being developed for catalog changes to match the revised curriculum.

Debra Gresham motioned to approve. John Lairsey seconded. Motion passed: 15 approved – 0 opposed – 0 abstained.

Request for Revised catalog copy (catalog): Ed.S in Instructional Technology- This is to correctly laid out information that happened as a result of the latest curriculum change not having been implemented completely and to clean up one thing that was incorrect in the previous version.

Debra Gresham motioned to approve. John Lairsey seconded. Motion passed: 15 approved – 0 opposed – 0 abstained.

Request for Revised catalog copy (catalog): Department opening page- Information that was there was either incorrect or incomplete.

Debra Gresham motioned to approve. John Lairsey seconded. Motion passed: 15 approved – 0 opposed – 0 abstained.

Request for Revised catalog copy (catalog): Master of Education in Communication Disorders- Less emphasis is being placed on standardized test scores as admission requirements in Communication Disorders programs nationwide. Some programs have waived the GRE requirement whereas others have decreased accepted scores and/or use GPA as a means to exempt GRE requirements.

Debra Gresham motioned to approve. John Lairsey seconded. Motion passed: 15 approved – 0 opposed – 0 abstained.

Request for curriculum change (website): M.Ed Educational Leadership-Higher Education Leadership- The Higher Education Leadership program is deleting a course (HEDL 7865) to reduce its required credit hours from 39 to 36. This change helps align the Higher Education Leadership curriculum with not only programs in which we directly compete in the state of Georgia and regionally, but also with programs nationwide. Some content currently covered in HEDL 7865 will be incorporated into other courses; other content will be eliminated as it is no longer current in the Higher Education/Student Affairs field. The program is also deleting its professional portfolio requirement. This is no longer common practice among peer programs, and the faculty do not believe it effectively assesses student learning.

Debra Gresham motioned to approve. John Lairsey seconded. Motion passed: 15 approved – 0 opposed – 0 abstained.

Request for curriculum change (catalog): Master of Education with a Major in Adult and career Education- Low endorsement for BEIT track; Thus, a new track on HRD was created for the M.Ed. Degree.

Debra Gresham motioned to approve. John Lairsey seconded. Motion passed: 15 approved – 0 opposed – 0 abstained.

Request for New course: ACED-Foundations and Trends in Human Resource Development - This course is created for the new track focusing on Human Resource Development for the MED in Adult and Career Education program.

Debra Gresham motioned to approve. John Lairsey seconded. Motion passed: 15 approved – 0 opposed – 0 abstained.

Request for New course: ACED-Performance Consulting within Organizations - This course is created for the new track focusing on Human Resource Development for the MED in Adult and Career Education program.

Debra Gresham motioned to approve. John Lairsey seconded. Motion passed: 15 approved – 0 opposed – 0 abstained.

*Request for New course:* ACED-Human Resource Information Systems and Analytics- This course is created for the new track focusing on Human Resource Development for the MED in Adult and Career Education program.

Debra Gresham motioned to approve. John Lairsey seconded. Motion passed: 15 approved – 0 opposed – 0 abstained.

### **Sub Committee Reports**

- **Graduate Student Success** – (Dr. da Cruz) the subcommittee will be meeting next week to work on the spring kickoff. It will be virtual.
- **Doctoral Program Sub-Committee-** (Dr. da Cruz) Subcommittee met Nov 3<sup>rd</sup>. The committee discussed the Retaking Comprehensive Exam for Dissertation Extension form. This form would give students an extra year to get their dissertation finished. It was recommended to remove the word “Retaking” from the title. The committee also discussed the possibility of Grad students retaking a class they did not pass.
- **Graduate Appeals-No Report**
- **Graduate Faculty Scholarship-** (Dr. da Cruz) Faculty are using their funds they were awarded.
- **Graduate Faculty Membership** (Dr. Nelson) The committee recommends Matt Carter for full faculty status. David Nelson motioned to approve. Debra Gresham seconded. Motion passed: 15 approved – 0 opposed – 0 abstained.  
The committee discussed on whether Associate Deans should be exempted from applying for full faculty status. The committee decided there was no need to give them an exemption at this time. Dr. Nelson stated they are adding 3 new people to the committee and Dr. Michael Bochenko is going to be the new chair of this committee.
- **Graduate Research Symposium-** Next meeting is set for November 29<sup>th</sup> to continue planning for the event.

### **Other Business/Topics from the floor**

- **Graduate Admissions Update-** Rebecca Petrella reminded everyone of the meeting to be held on Friday, November 18<sup>th</sup>. She stated they were going through the programs that have a November 15<sup>th</sup> deadline to make sure there were no documents missing.
- **Commencement-**Dec 9th Dr. da Cruz stated we are doing away with the marching orders for commencement. The students will go to their program table to get their cards. She stated there is a need for program coordinators to help with Hooding and passing out the card up on the mezzanine.
- **Dissertation and Thesis forms-**Dr. da Cruz reminded everyone the importance of getting all the dissertation forms into the Graduate school.
- **Repeated course GPA Calculations-**
- **Marketing Ideas-**Dr. da Cruz would like anyone who has some great ideas on how to market their program to let her know, so she can send them to the strategic Marketing committee. Dr. da Cruz informed the committee about requesting the QR code, so they can have the application waiver if they are having a recruitment event. She reminded everyone that they will only have 3 days to get registered.
- **Graduate Assistant Updates-** Honey Coppage is working hard on getting GA’s hired for the spring. Dr. da Cruz stated if anyone had questions to let her know and she will get them to Honey.
- **AGS & SGA Updates- Cordell Moats, AGS rep:** (Cordell Moates) It was a good semester; but attendance was low for most events. They are working to get more students involved. Kat Noll will be the new VP of Administration and Finance beginning this spring.
- **Items from the Floor-** None

Motion made to adjourn at 3:40 pm

Next AC Meeting: January 9, 2023

X *Darli DeVane*

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Darli DeVane  
Administrative Coordinator

Next GEC meeting: January 19, 2023

X *Becky K. da Cruz*

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Dr. Becky da Cruz, Associate Provost  
for Graduate Studies & Research