

# University Graduate Council Minutes

Tuesday, April 11, 2017

Snead Hall, Dean's Boardroom, 4178

3 p.m. – 5 p.m

Members present:

Doug Boudinot, Chair

Jill Bettinger

Al Copolillo

Brendan Dwyer

Herschell Emery

Angie Flack

Shawn Hakim

Mary Ellen Huennekens

Kimberly Jefferson

Oonagh Loughran

John Mahoney

Mark Schaefermeyer

Patricia Slattum

Jennifer Stewart

Paul Thulin

Stephen Vitiello

Guests: Stephen Fong, Frank Gupton, Scott Oats, Sandro da Rocha, Thomas Roper, Douglas Sweet, Christina Tang, Vamsi Yadavali

I. The January 2017 UGC minutes were approved electronically.

II. Action Items

**A. School of Engineering – APPROVED**

**Department of Chemical and Life Science Engineering  
New Program**

- Chemical and Life Sciences Engineering, PhD

**School of Engineering & Pharmacy – APPROVED**

**Department of Pharmaceutical Engineering  
New Program**

- Pharmaceutical Engineering, PhD

**Graduate Concentration Options Under Teach Out Plans with No Students: ALL APPROVED**

Academic units with concentration options within existing degree programs, for which a teach out plan has been initiated, have confirmed all students have graduated and support the recommended concentration closure dates. The concentration closures within the PHD, Anatomy and Neurobiology program will result in a degree program closure. Once UGC approves the concentration closures for the PHD, Anatomy and Neurobiology program, SCHEV liaisons will be notified so they can follow-up with the School of Medicine regarding notifications to SCHEV and SACSCOC.

**College of Humanities and Sciences**

**Closure Effective Term**

Forensic Science (MS)

[no conc option] ..... Summer 2011

Mass Communications (MS)

w/conc in Scholastic Journalism ..... Summer 2008

Clinical Psychology (PHD)

w/conc in Adult Psychopathology ..... Spring 2014

<b>School of Business</b>	<b>Closure Effective Term</b>
Business Administration (MBA)	
w/conc in Finance . . . . .	Summer 2015
Business (MS)	
w/conc in Branding/Communications Strategy . . . . .	Summer 2016
w/conc in Branding/Creative Technology . . . . .	Summer 2016
w/conc in Human Resource Mgmt & Industrial Relations . . . . .	Summer 2012
w/conc in Real Estate Valuation . . . . .	Summer 2016
Information Systems (MS)	
[Fast Track – No conc option] . . . . .	Spring 2016

<b>VCU Life Sciences</b>	<b>Closure Effective Term</b>
Bioinformatics (MBIN)	
w/conc in Biological/Genomic . . . . .	Summer 2015
w/conc in Computational . . . . .	Fall 2011
w/conc in Quantitative/Statistical . . . . .	Fall 2011
Bioinformatics (MS)	
w/conc in Biological/Genomic . . . . .	Fall 2014
w/conc in Computational . . . . .	Fall 2011
w/conc in Quantitative/Statistical . . . . .	Spring 2012

<b>School of Medicine</b>	<b>Closure Effective Term</b>
Anatomy and Neurobiology (PHD)	
[no conc option] . . . . .	Spring 2015
w/conc in Physical Therapy . . . . .	Spring 2015
<b>Note:</b> <i>Initially a temporary suspension of admission request for both concs; With no active students, now requesting closure; Closure of these two concentration options results in program closure; Requires SCHEV notification</i>	
Biostatistics (PHD)	
w/conc in Genomics . . . . .	Spring 2013
Physiology (MS)	
[No conc option] . . . . .	Fall 2015
w/conc in Basic Science . . . . .	Spring 2015

<b>School of Medicine (cont.)</b>	<b>Closure Effective Term</b>
Physiology (MS) (cont.)	
w/conc in Molecular Biology and Genetics . . . . .	Fall 2013
w/conc in Molecular Biology and Genetics/Basic Science . . . . .	Fall 2013
Physiology (PHD)	
w/conc in Molecular Biology and Genetics . . . . .	Spring 2016
w/conc in Neuroscience . . . . .	Fall 2013
w/conc in Physical Therapy . . . . .	Summer 2012
Physiology and Biophysics (PHD)	
w/conc in Physical Therapy . . . . .	Spring 2015
<b>Note:</b> <i>Initially a temporary suspension of admission request; With no active students, now requesting closure</i>	

<b>School of Nursing</b>	<b>Closure Effective Term</b>
Nursing (MS)	
w/conc in Adult-Gerontology CNS . . . . .	Spring 2016
w/conc in Child Health (NP) . . . . .	Summer 2015
w/conc in Family Health Regular (NP) . . . . .	Spring 2015
w/conc in Pediatric Nurse Practitioner . . . . .	Fall 2014
w/conc in Women's Health (NP) . . . . .	Fall 2015
Nursing (PHD)	
w/conc in Healing . . . . .	Fall 2015

<b>Wilder School</b>	<b>Closure Effective Term</b>
Public Administration (MPA)	
w/conc in Local Government Management . . . . .	Spring 2015
w/conc in Public Financial Management . . . . .	Summer 2015
w/conc in Budgeting and Financial Management . . . . .	Fall 2015

### III. Committee Reports

#### A. Committee on Admissions and Academic Standards

A student dismissal appeal hearing was held at the Graduate School on March 29, 2017.

#### B. Committee on Internal Review

No report.

#### C. Committee on Policies and Procedures

The Policy and Procedures Committee voted on the following changes to the leave of absence section in the Graduate Bulletin:

##### **Leave of absence**

Graduate students may request leaves of absence from their programs through written appeals to their advisers. The graduate advisers/program directors will forward the requests to the appropriate school dean/dean designee who, following departmental governance procedures, will forward their recommendations and any supporting documentation to the dean of the Graduate School who will respond for the university. Students who are out of compliance with continuous enrollment policies (see policy on Continuous enrollment for degree-seeking graduate students) and who have not been granted approved leaves of absence by the graduate dean must reapply for admission to VCU and to their graduate degree programs. Graduate students with approved leaves of absence are exempted from continuous enrollment requirements for the LOA period. Students should note that while leaves of absence temporarily suspend continuous enrollment requirements, they do not extend time limits for completion of degrees. ~~(See policy on Exceptions.)~~

Leaves of absence must be requested and approved before or within a current semester. Requests for retroactive leaves of absence will not be approved. **Leaves of absence are limited to one calendar year.**

The posting of the leave of absence on the student's academic record prevents registration for the approved leave of absence period. If the student wishes to return to academic study before the end of the approved leave of absence period, the Graduate School must be notified via ~~the Special Action Form process so that the leave of absence is cancelled and the registration hold removed to cancel the leave of absence and remove the registration hold.~~

**Leaves of absence can affect Federal Direct Subsidized Loans and Direct Unsubsidized Loans repayments grace periods. Per the U.S. Department of Education, students have a six-month grace period before being required to begin repayment. Leaves of absence of greater than six months may initiate loan repayment.**

##### Rationale:

Paragraph 1: Removal of "(See policy on Exceptions)" – not relevant to the paragraph.

Paragraph 2: Add "Leaves of absence are limited to one calendar year". – Clarification.

Paragraph 3: Rewording of sentence for clarity.

Paragraph 4: Add "Leaves of absence can affect Federal Direct Subsidized Loans and Direct Unsubsidized Loans repayments grace periods. Per the U.S. Department of Education, students have a six-month grace period before being required to begin repayment. Leaves of absence of greater than six months may initiate loan repayment". – Inform students of possible consequences of a leave of absence.

#### D. Committee on Programs and Courses

##### School of Engineering – **Approved**

**Reviewers:** Full committee

##### Department of Chemical and Life Science Engineering

##### New Program

- Chemical and Life Sciences Engineering, PhD
  - *This program is a new program, not a spin-off, as it does not meet the two SCHEV requirements to be a spin off program.*
  - *The courses listed in this program proposal that do not currently exist will be created/revise in CIM once this program is approved by SCHEV. We cannot create new courses or course revisions for this program until the new program is approved.*
  - *This program needs corrected Graduate School policies – Dr. Boudinot will send these corrections to proposal contacts.*

##### School of Engineering & Pharmacy – **Approved**

**Reviewers:** Full committee

##### Department of Pharmaceutical Engineering

##### New Program

- Pharmaceutical Engineering, PhD
  - *This program needs corrected Graduate School policies – Dr. Boudinot will send these corrections to proposal contacts.*

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#### Graduate Concentration Options Under Teach Out Plans with No Students – **All Approved**

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[no conc option] . . . . .	Summer 2011
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Information Systems (MS)	
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w/conc in Biological/Genomic . . . . .	Summer 2015
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Bioinformatics (MS)	
w/conc in Biological/Genomic . . . . .	Fall 2014
w/conc in Computational . . . . .	Fall 2011
w/conc in Quantitative/Statistical . . . . .	Spring 2012

<b>School of Medicine</b>	<b>Closure Effective Term</b>
Anatomy and Neurobiology (PHD)	
[no conc option] . . . . .	Spring 2015
w/conc in Physical Therapy . . . . .	Spring 2015
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<b>School of Medicine (cont.)</b>	<b>Closure Effective Term</b>
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w/conc in Neuroscience . . . . .	Fall 2013
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w/conc in Family Health Regular (NP) . . . . .	Spring 2015
w/conc in Pediatric Nurse Practitioner . . . . .	Fall 2014
w/conc in Women's Health (NP) . . . . .	Fall 2015
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w/conc in Healing . . . . .	Fall 2015
<b>Wilder School</b>	<b>Closure Effective Term</b>
Public Administration (MPA)	
w/conc in Local Government Management . . . . .	Spring 2015
w/conc in Public Financial Management . . . . .	Summer 2015
w/conc in Budgeting and Financial Management . . . . .	Fall 2015

IV. Old Business

None.

V. New Business

None.

VI. Chair's Report

No report.