

University Graduate Council Minutes

Tuesday, October 17, 2023, at 3:15pm

Meeting held via Zoom.

Members Present: Drs. Manu Gupta, Julio Alvarez, Molly Bristol, Sarah Jane Brubaker, Seong Byun, LaMont Cannon, Andrene Castro, Kimberly Compton, Terry Jones, Dean Krusienski, Nicki Lee, Karla Mossi, Sarah Raskin, Mary Beth Reed, Jennifer Rhee, Rita Shiang, Kamden Strunk, Chad Taylor, Huizhi Wang, Mi Zhou, Ms. Karen Cary, Dr. Joyce Lloyd, and Dr. Jeffery Wilson

Guest: Meredith Baines, Dawn Fields Crichlow, David Edwards, Nicholas Garcia, Austen Gouldman, Adam Hawkridge, Cindy Kirkwood, Nastassja Lewinski, Darcy Mays, Lauren Mortensen, Cameron Parkins, Keith Shelton, Lisa Shock, Sarah Steele, Jennifer Tennison, Gary Tepper, Cindy Watts, and Sharon Zumbrunn

I. The September 2023 UGC minutes were approved electronically.

II. Old Business

College of Health Professions – ALL APPROVED

Health Professions-Dean's Office

New Courses

- ALHP 765 : Data Management for Health Science Research
- ALHP 795 : Teaching Practicum

Concentration Closure

- PHD-HRS-NR : Health Related Sciences, Doctor of Philosophy (Ph.D.) with a concentration in nurse anesthesia

College of Health Professions and College of Humanities and Sciences – TABLED

Humanities-Dean's Office

Accelerated Program

- BS:MS SCI : Accelerated opportunities tab for science/professional science to medical laboratory science categorical

Wilder School – APPROVED

LDWilder-Dean's Office

Certificate Revision

- CGR-SUP: Sustainability Planning, Certificate in (Graduate Certificate)

III. Action Items

College of Engineering – ALL APPROVED

Department of Computer Science

New Courses

- CMSC 681 : Data Science Capstone Project I
- CMSC 682 : Data Science Capstone Project II

New Program

- MS-DSC : Data Science, Master of Science (M.S)

Department of Chemical and Life Science Engineering

Program Revision

- PHD-CLED : Chemical and Life Science Engineering, Doctor of Philosophy (Ph.D.)

College of Health Professions – ALL APPROVED

Health Professions-Dean's Office

Concentration Closure

- PHD-HRS-NR : Health Related Sciences, Doctor of Philosophy (Ph.D.) with a concentration in nurse anesthesia

Department of Hospital and Health Administration

New Courses

- HADM 630 : Sustainability, Health and Health Care
- HADM 632 : Applications of Sustainability, Health and Health Care

New Graduate Certificate Program

- CGR-SHC : Sustainability, Health and Health Care, Certificate in (Graduate certificate)

College of Humanities and Sciences – ALL APPROVED

Department of Forensic Science

New Courses

- FRSC 525 : Introduction to Digital Forensics
- FRSC 530 : Advanced Forensic Computer and Storage Device Analysis
- FRSC 531 : Hardware Forensics and Advanced Acquisition
- FRSC 610 : Forensic Video and Multimedia Analysis
- FRSC 611 : Cybersecurity, Networking and Ethical Hacking for Forensic Applications
- FRSC 612 : Advanced Forensic Mobile and IoT Device Analysis
- FRSC 613 : Applied Forensic Digital and Multimedia Analysis

New Program

- MS-DFI : Digital Forensics and Incident Response, Master of Science (M.S.)

School of Business and College of Engineering – APPROVED

Computer Science and Information Systems

Reactivate Admissions into a Program

- MS-CIS : Computer and Information Systems Security, Master of Science (M.S.)

School of Dentistry – ALL APPROVED

Dentistry-Dean's Office

Concentration Closure

- MSD-DEN-PROS : Dentistry, Master of Science in (M.S.D.) with a concentration in prosthodontics

Department of Endodontics and Oral Diagnostic Sciences

Course Revision

- ENDO 739 : Clinical Endodontics III

Dental Special Topics

New Courses

- DENS 501 : Remediation in Dentistry D1
- DENS 601 : Remediation in Dentistry D2
- DENS 710 : Selective in Advanced Interpersonal Skills
- DENS 763 : Clinical Externship

School of Education – ALL APPROVED

Education-Dean's Office

Removal of Bulletin Page

- ADD ENDORSE : Added or add-on endorsements

School of Education...continued – ALL APPROVED

Department of Counseling and Special Education

Concentration Closure

- MED-COE-CSDC : Counselor Education, Master of Education (M.Ed.) with a concentration in college student development and counseling

Department of Educational Leadership

Permanent Suspension of Admission into a Concentration

- MED-ADL-HD : Adult Learning, Master of Education (M.Ed.) with a concentration in human resource development
- MED-ADL-INDT : Adult Learning, Master of Education (M.Ed.) with a concentration in instructional design and technology

Department of Foundations of Education

New Course

- EDUS 668 : Applied Machine Learning in Education Research

New Graduate Certificate Program

- CGR-LSC : Learning Sciences, Certificate in (Graduate certificate)

Department of Teaching and Learning

Concentration Closure

- MED-REA-TK12 : Reading, Master of Education (M.Ed.) with a concentration in reading with TESOL/K-12

Permanent Suspension of Admission into a Graduate Certificate

- CPG-TEL : Teaching English to Speakers of Other Languages, Certificate in (Post-baccalaureate graduate certificate)

Graduate Certificate Revision

- CGR-TLE : Teaching Elementary Education, Certificate in (Graduate certificate)

School of Medicine – ALL APPROVED

Medicine-Dean's Office

New Courses

- IBMS 621 : Laboratory Rotation I
- IBMS 622 : Laboratory Rotation II
- IBMS 623 : Laboratory Rotation III

Department of Biochemistry

Program Revision

- PHD-BIC : Biochemistry, Doctor of Philosophy (Ph.D.)

Department of Microbiology

Program Revision

- PHD-MIC : Microbiology and Immunology, Doctor of Philosophy (Ph.D.)

Department of Pharmacology

- PHD-PMC : Pharmacology and Toxicology, Doctor of Philosophy (Ph.D.)

School of Nursing – ALL APPROVED

Nursing-Dean's Office

Course Revisions

- NURS 581 : Adult-Gerontology Acute Care Practicum I
- NURS 595 : Family Primary Care Practicum I
- NURS 597 : Psychiatric Mental Health Practicum I
- NURS 628 : Practicum in Nursing Leadership and Organizational Science
- NURS 641 : Psychiatric Mental Health Practicum II
- NURS 642 : Family Primary Care Practicum II
- NURS 658 : Family Primary Care Practicum III
- NURS 659 : Psychiatric Mental Health Practicum III
- NURS 661 : DNP Residency I: Mentored Practicum

School of Nursing...continued – ALL APPROVED

Nursing-Dean's Office

Course Revisions

- NURS 663 : DNP Residency II: Mentored Practicum
- NURS 664 : DNP Residency: Mentored Practicum
- NURS 689 : Adult-Gerontology Acute Care Practicum III

Temporary Suspension of Admissions into a Program

- DNP:CPP NRP : Nursing Practice, Doctor of (D.N.P.)/Adult-Gerontology Acute Care Nurse Practitioner, Certificate in (Post-professional certificate) [dual degree and certificate]
- DNP:CPP NRP : Nursing Practice, Doctor of (D.N.P.)/Family Nurse Practitioner, Certificate in (Post-professional certificate) [dual degree and certificate]
- DNP:CPP NRP : Nursing Practice, Doctor of (D.N.P.)/Psychiatric Mental Health Nurse Practitioner, Certificate in (Post-professional certificate) [dual degree and certificate]

School of Pharmacy – ALL APPROVED

Department of Medicinal Chemistry

Course Revision

- MEDC 533 : Pharmacognosy

Department of Pharmaceutics

New Courses

- PCEU 601 : Applied Pharmacokinetics and Pharmacogenomics
- PCEU 675 : Proteomics

Course Revision

- PCEU 507 : Pharmaceutics and Biopharmaceutics I

Department of Pharmacotherapy & Outcome Sciences

New Courses

- PHAR 502 : Introduction to Pharmacoeconomics
- PHAR 503 : Ethics and Equity
- PHAR 505 : Pathophysiology and Patient Assessment Skills
- PHAR 506 : Nonprescription Medications and Self-Care
- PHAR 507 : Introduction to Health Informatics
- PHAR 508 : Evidence-Based Pharmacy I
- PHAR 511 : Evidence-Based Pharmacy II
- PHAR 609 : Clinical Therapeutics Module: Reproductive Health, Dermatology, EENT, Bone and Joint
- PHAR 702 : Pharmacy Practice Management
- PHAR 703 : Clinical Therapeutics Module: Complex Patient Cases and Critical Care

Course Revisions

- PHAR 523 : Foundations I
- PHAR 545 : The U.S. Health Care System
- PHAR 556 : Clinical Therapeutics Module: Neurology
- PHAR 604 : Clinical Therapeutics Module: Infectious Diseases
- PHAR 652 : Health Promotion and Communication in Pharmacy Practice

School of Social Work – APPROVED

Social Work-Dean's Office

New Graduate Certificate Program

- CGR-CWF : Child Welfare, Certificate in (Graduate certificate)

IV. Minor Items Administratively Approved by the Graduate School

School of Dentistry – ALL APPROVED

Dental Special Topics

Course Revisions

- DENS 606 : Oral Research: Independent Study
 - Removal of course prerequisites
- DENS 770 : Community Dental Health/Dental Public Health
 - Update to course modality

School of Education – ALL APPROVED

Education-Dean's Office

Program Concentration Revisions

- PHD-EDP-CCCH : Education, Doctor of Philosophy (Ph.D.) with a concentration in curriculum, culture and change
 - Update to admissions requirements to include optional GRE and add resume/vita to requirements
- PHD-EDP-CESN : Education, Doctor of Philosophy (Ph.D.) with a concentration in counselor education and supervision
 - Update to admissions requirements to include optional GRE and add resume/vita to requirements
- PHD-EDP-EA : Education, Doctor of Philosophy (Ph.D.) with a concentration in art education
 - Update to admissions requirements to include optional GRE and add resume/vita to requirements
- PHD-EDP-EDPY : Education, Doctor of Philosophy (Ph.D.) with a concentration in educational psychology
 - Update to admissions requirements to include optional GRE and add resume/vita to requirements
- PHD-EDP-EIPS : Education, Doctor of Philosophy (Ph.D.) with a concentration in educational leadership, policy and justice
 - Update to admissions requirements to include optional GRE and add resume/vita to requirements
- PHD-EDP-RHAE : Education, Doctor of Philosophy (Ph.D.) with a concentration in research, assessment and evaluation
 - Update to admissions requirements to include optional GRE and add resume/vita to requirements

Department of Counseling and Special Education

Course Revisions

- SEDP 501 : Characteristics of Individuals with Disabilities: ____
 - Update to course description with VDOE requirements
- SEDP 533 : Assessment of Individuals with Disabilities: ____
 - Update to course description with VDOE requirements
- SEDP 601 : Instructional Methods and Programming for Individuals with Disabilities: ____
 - Update to course description with VDOE requirements
- SEDP 603 : Theories, Assessment and Practices in Literacy Development for Individuals with Exceptionalities: ____
 - Update to course description with VDOE requirements
- SEDP 631 : Behavior Support of Individuals with Disabilities: ____
 - Update to course description with VDOE requirements
- SEDP 700 : Externship: ____
 - Update to course description with VDOE requirements

Program Revision

- PHD-SPE : Special Education, Doctor of Philosophy (Ph.D.)
 - Update to admissions requirements to include optional GRE and add resume/vita to requirements

Department of Educational Leadership

Course Revisions

- ADLT 640 : Theory and Practice of eLearning and Digital Media in Adult Learning
 - Update to course modality

School of Education...continued – ALL APPROVED

Department of Educational Leadership

Course Revisions

- ADLT 642 : Design Challenges in Creating eLearning for Adults
 - Update to course modality
- ADLT 643 : Advanced Instructional Design for Adult Learning
 - Update to course modality
- IDDS 600 : Teamwork in Serving Persons With Developmental Disabilities
 - Revision to course title

Department of Foundations of Education

Course Revisions

- EDUS 607 : Advanced Educational Psychology
 - Crosslisted with PSYC 607
- TEDU 511 : Curriculum and Instruction in Elementary Classrooms
 - Update to the course description
- TEDU 517 : Science Education in the Elementary School
 - Update to the course prerequisite
- TEDU 522 : Teaching Mathematics for Elementary Education
 - Update to the course prerequisite
- TEDU 591 : Social Studies Education in the Elementary School
 - Update to the course prerequisite

Department of Teaching and Learning

Concentration Revisions

- MT-TCH-EDEN : Teaching, Master of (M.T.) with a concentration in English education
 - Update required course from EDUS 617 to EDUS 607
- MT-TCH-EDHS : Teaching, Master of (M.T.) with a concentration in history/social studies education
 - Update required course from EDUS 617 to EDUS 607
- MT-TCH-EDMA : Teaching, Master of (M.T.) with a concentration in mathematics education
 - Update required course from EDUS 617 to EDUS 607
- MT-TCH-EDSC : Teaching, Master of (M.T.) with a concentration in science education
 - Update required course from EDUS 617 to EDUS 607

School of Medicine – ALL APPROVED

Department of Biochemistry

Program Revision

- MS-BIC : Biochemistry, Master of Science (M.S.)
 - Removal of the GRE from the admissions requirements

Department of Family Medicine and Population Health

Bulletin CIM Page Closure

- MPH-MPH : Public Health, Master of (M.P.H.)

Department of Pharmacology

Program Revision

- MS-PMC : Pharmacology and Toxicology, Master of Science (M.S.)
 - Update to course electives

School of Social Work – ALL APPROVED

Social Work-Dean's Office

Course Revisions

- SLWK 602 : Policy, Community and Organizational Practice I
 - Update to course description
- SLWK 718 : Social Work Practice in Child Welfare
 - Update to course description

School of Social Work...continued – ALL APPROVED

Social Work-Dean's Office

Course Revisions

- SLWK 742 : Core Concepts of Child and Adolescent Trauma
 - Update to course description

V. Committee Reports

A. Committee on Admissions and Academic Standards

No report.

B. Committee on Internal Review

No report.

VI. New Business

Collaborative Discourse Management

Dr. Joyce Lloyd, Associate Dean, is leading a taskforce to make recommendations about professional development and policy changes that could lead to improvements in graduate student-advisor relationships. The taskforce recommended implementing the following:

- A graduate student-faculty compact signed by both parties that clearly explain the roles and responsibilities of each individual.
- Development of a conflict resolution and grievance policy for graduate students. A committee will be appointed in 2023 to develop such a policy and to vet it with stakeholders.

General VCU Graduate School Admissions Requirements

The Graduate School has evaluated the graduate admissions requirements of Virginia Tech, UVA, and George Mason University. Through that study, we have found that the general graduate admissions requirements at these institutions are less restrictive than [those at VCU](#). Our suggestion is to review our general admission requirements to see if there are areas of improvement to be in alignment with our peers.

Proof of English Proficiency

Review the current requirements to see if there are areas of improvement to be in alignment with our peers.

Special Actions

The Graduate School is currently evaluating our processes to streamline and reduce the administrative burden. Our first task is to simplify the special action form. We are also evaluating items covered on this form.

VII. Chair's Report

Thank you to the UGC members for providing feedback on the proposed Collaborative Discourse Management, General VCU Graduate School Admissions Requirements, Proof of English Proficiency, and Special Actions items. The Graduate School will circulate materials for a vote from the UGC members regarding General VCU Graduate School Admissions Requirements and Proof of English Proficiency. Before this is done, we will continue to develop the implementation in preparation for a vote.

Collaborative Discourse Management

- Dr. Joyce Lloyd will utilize the feedback to make some adjustments to the compact. At a future UGC meeting, the need for a policy will be discussed.

General VCU Graduate School Admissions Requirements

- The feedback provided from the UGC representatives was in support of removing the letters of recommendation and statement of intent requirements from the general admissions requirements of the Graduate School. The consensus was that individual programs should decide if and how many letters of recommendation are needed for admission into that specific program. Additionally, the UGC representatives collectively expressed that individual programs should decide if a statement of intent is needed and if so, what should be included. These changes would be in alignment with other peer graduate schools in the state.
- A concern is if programs will have adequate time to evaluate their program needs for these requirements under the confines of the bulletin schedule. Dean Gupta has reached out to the Provost Office for guidance on whether a special timeline can be created. This timeline would allow programs to have adequate time to evaluate what is best for them.

Proof of English Proficiency

- The feedback provided from the UGC representatives was that the requirements for satisfying the English proficiency requirements should remain in the Graduate Bulletin. However, these general requirements should align with that of what the Office of Admissions is using so that the information is the same in both places. Additionally, the Office of Admissions should not change their waiver requirements without consulting the Graduate School to maintain continuity for prospective students.
- Dean Gupta has been working with the Office of Admissions and the Global Education Office to update the requirements for waivers of the English Proficiency requirement. The major updates is the addition of several other countries to the list that qualify for a waiver and the reduction of the Duolingo English Test from a minimum of 120 to a minimum of 110 to be in alignment with the TOEL score.

Special Actions

- Dawn Fields Crichlow will be using the feedback gathered to continue to assess the processes and workflow of various special action items. Next week, the Graduate School will be hosting the fall Programs Directors meeting. At this meeting, Dawn will continue to collect feedback from program directors and support staff.

The meeting was adjourned at 4:33pm.