November 13, 2012
Sanger Hall, room 1-038

Members present:
Douglas Boudinot, chair
Charles Chalfant
Herschell Emery
Rosemary Farmer
Sheryl Finucane
Angie Flack
Voji Kecman

Donna McClish
Jason Merrick
Karla Mossi
Ann Nichols-Casebolt
Oliver Speck
Leslie Stratton

Guests: Dr. Russell Davis

I. Committee Reports
A. Committee on Admissions and Academic Standards
   No report.

B. Committee on Internal Review
   The Internal Review Committee has met and is developing graduate education oriented questions for
   the recently developed VCU Academic Program Review Procedures and Guidelines. The Committee
   will meet again on Nov 29th and will begin to formulate their final draft for submission. The
   Committee plans to have a presentation to Council in January.

C. Committee on Policies and Procedures
   The Policies and Procedures Committee has met and set an agenda for the year. Policies to
   be discussed include a graduate student compliant policy and a review the ETD policy and
   procedures.

   The Council was requested to vote on amending the Graduate School bulletin to reflect two
   federally mandated changes, shown below, for military students and exit counseling for financial aid
   recipients. After discussing, the Council voted to approve these changes and asked the Committee to
   bring back to Council a policy that would allow administrative approvals to the bulletin for these
   type of changes.

   **Mandated short-term military training** (from “Attendance regulations”)
   Students called to report for mandated military training must provide advance written notification to
   each instructor several weeks in advance of training. Faculty members are expected to make
   reasonable academic accommodations for students who are absent because of mandated short-term
   military training (short-term is defined as several days not to exceed two weeks).
Exit counseling required for financial aid recipients
The federal government now requires all schools to provide exit counseling, and all students who have borrowed through the federal student loan programs are now required to complete the exit counseling process prior to graduation.

Special notes for graduating financial aid recipients (from “Graduation process”)
If a student plans to continue enrollment at VCU after graduation and wants financial aid, he or she must apply and be accepted as a degree/certificate-seeking student and enroll at least half time to meet financial aid enrollment requirements. If a student received federal loan funds during enrollment at VCU, he or she will be required to complete exit counseling. The student’s diploma or transcript will not be released until he or she completes this required obligation.

Exit counseling required
Exit counseling is required for students receiving the following loans: William D. Ford Federal Direct Loans (subsidized or unsubsidized), Federal Perkins Loan, Health Professions Student Loan, Nursing Student Loan, Loans for Disadvantaged Students, Primary Care Loan and University Long-term Loan. Borrowers will be notified about exit counseling during the semester in which they are scheduled to graduate or drop below half-time enrollment. Additional information about exit counseling for the Direct Loan program is available on the VCU Office of Financial Aid website at www.enrollment.vcu.edu/finaid/programs/loans/exit_counseling.html

D. Committee on Programs and Courses
New courses
School of Education
ADLT 670 Curriculum Design in Medical Education
ADLT 671 Theory and Practice of Adult Learning for Medical Educators
ADLT 672 Instructional Strategies for Teaching in Medicine
School of Medicine
EPID 648 Behavioral Epidemiology

Course deletion
School of Education
ADLT 672 Internship – needs to be deleted because of the new course they’d like to add above.

Change to existing course
Office of Research
CCTR 897 Directed Research in CTS
Change number to: 697
Change to 1-15 variable credit hours
Description change

Prerequisite change
School of Education
EDUS 621 Guided Research in Educational Psychology
Delete course prerequisite
EDUS 720 Seminar in Cognition and School Learning
Delete course prerequisite
EDUS 721 Advanced Seminar in Social Processes in Education
Delete course prerequisite

Bulletin revision
School of Education
Update bulletin to reflect previous course changes
Honors College
Add the Master of Product Innovation to the list of graduate programs which can be entered through a guaranteed admissions process. Update bulletin text.
Office of Research
For the bulletin copy of CCTR, change “track” to “concentration” for the PBSG program.

Non-curricular bulletin copy
School of Education
Change bulletin copy from: Students should contact the Center for Sport Leadership at VCU at (804) 828-7821 directly for information and application materials.
To: Students should contact the Center for Sport Leadership at VCU at (804) 828-7821 or link directly to www.sportleadership.vcu.edu for information and application materials.

School of Medicine
Revision to admission requirements related to the change in scoring on the GRE
Add: GRE scores must be current (taken within the past five years), with scores at the 75th percentile or above preferred.

II. Action Items
New concentration
School of Business
M.A. in Economics, new concentration in Health Economics - APPROVED

Concentration deletion
School of Allied Health Professions
The transitional Doctor of Physical Therapy program (tDPT) - APPROVED

Credit addition to program
School of Education
M.Ed. in Special Education - increase for one credit hour because of increase in one course credit - APPROVED

III. Old Business
No old business.

IV. New Business
No new business.

V. Chair’s Report
A goal of Quest is to increase doctoral degree production. Last year, among VCU’s Quest peer institutions, VCU conferred the greatest number of doctoral degrees.

The Graduate School has submitted to the University Budget Advisory Committee a proposal with two options for tuition differential for graduate students. The first proposal is for a differential tuition for graduate students receiving assistantships and the second is for a differential tuition for graduate students after they reach candidacy.

The Graduate Admissions Office has been moved to the Office of Strategic Enrollment Management and the Graduate School is working on a smooth transition.

Adjourned at 3:40 pm.