

**ARMSTRONG ATLANTIC  
STATE UNIVERSITY  
GRADUATE AFFAIRS COMMITTEE  
Burnett Hall Board Room  
Minutes November 9, 2010**

**PRESENT:** Carol Andrews, Maya Clark, Joey Crosby (Vice Chair), Becky da Cruz, Christopher Hendricks (Chair), John Hobe, David Lake, Brenda Logan, Anita Nivens, Bryan Riemann, Sandy Streater, Don Stumpf, John Kraft (ex officio), Shelley Conroy (ex officio), Stephen Jodis (ex officio), Patricia Wachholz (ex officio), Giles Gonnsen (ex officio)

**ABSENT:** José da Cruz, Elizabeth Desnoyers-Colas, Ray Hashemi, Regina Rahimi, Joan Schwartz

**GUESTS:** Jill Bell, Andy Clark, Mark Finlay

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**I. Call to Order.** The meeting was called to order at 2:30 p.m. by Dr. Christopher Hendricks.

The minutes of October 5, 2010 were approved with amendments.

It was announced that Dr. Brenda Logan from Adult and Adolescent Education would be replacing Dr. Patricia Coberly-Holt on the committee.

**II. Subcommittee Reports**

**A. Graduate Curriculum Committee.** The committee did not meet in October.

**B. Graduate Faculty Status Committee**

Dr. Don Stumpf distributed the report of the committee (see Attachment A). The revision of criteria and applications is complete. Dr. Hendricks will distribute these materials for consideration and vote at the next meeting of the Graduate Affairs Committee. The final changes were to accommodate different categories of faculty employment.

**C. Graduate Student Appeals Committee.** No report.

**III. Graduate Student Coordinating Council**

Mr. Giles Gonnsen reported that the Graduate Student Coordinating Council (GSCC) is attempting to establish a university-wide orientation for graduate students, with help from Dr. John Kraft. This will be the council's primary focus until spring. The GSCC would like to have a large orientation in the fall and then have orientation packets available that can be distributed to any new graduate students who do not start in the fall. They would like to have someone from the GSCC personally welcome any graduate student starting in spring or summer and give them a tour. This will probably not be in place for this coming spring semester.

#### **IV. Report from Dr. John Kraft**

Dr. Kraft has been discussing graduate assistantships with program coordinators and department heads. He and Ms. Melanie Mirande are working on making the application process start sooner and have a multi-year appointment so it can be used as a recruiting tool. This year the application deadline has been moved to December 15, with responses getting back to the students by February 1. For the next year it may be possible to move the deadline to October 15 and get back to the students by November 15, in order to help with recruitment.

There are two caveats that must be kept in mind for two-year assistantships: 1) The second year is contingent on the excellence of work. It cannot be taken for granted that the second year will automatically be granted; and 2) Assistantships are contingent on budgetary approval. Be cautious about how much you offer.

It was asked whether ongoing assistantships would require reapplying each year for the same positions, and whether the same documentation and requests should be sent. Dr. Kraft said yes, that is how it would be done.

The College of Education hosted a remarkable fall event where they drew in more than sixty possible students. The event was called Fall Harvest. There were made brochures, and a lot of work was done to target potential students and get the information to them. It would be nice to have a university-wide event along these lines.

Currently there is a small amount of money available to help graduate programs with recruiting. If individual programs have recruitment events they want to hold or go to, please let Dr. Kraft know as soon as possible.

It was asked whether there could be multi-year out-of-state tuition waivers. Dr. Russ Watjen was supposed to be working on that. Dr. Kraft said he would check to see how far the process got.

There was discussion of resources that are being used for undergraduate recruitment and agreement that graduate recruitment should receive a similar endorsement.

Mr. Gonnson mentioned that the Savannah College of Art and Design has graduate students participating in recruitment by talking to undergrad students. Armstrong could use that technique as well.

Dr. Don Stumpf mentioned the need for an enrollment management strategy. There is an infrastructure in Banner to track trends, but it is not used. There needs to be a tracking system. People fall through the cracks.

Dr. David Lake said that his graduate students are the best ambassadors when it comes to recruiting. He also said that he thinks there is an undergraduate tracking system from first contact through matriculation, and wondered whether it could also be used for graduate students.

Dr. Kraft said he will follow up on these ideas.

#### **V. Report from Ms. Jill Bell**

Ms. Bell said her office has been working on quite a few projects. There is now more functionality in getting forms on the web page. At this point, all forms should be up to date. On the graduate server there is a quantity of old data, and they are trying to get that data backed up to make more room. Applications are down a bit for spring. Online applications over last few weeks have been slow. Paperwork is currently caught up. She is working on some projects with Mr. Andy Clark and Dr. Kraft.

#### **VI. Other Business**

The list of December graduates was distributed (see Attachment B). It was moved and seconded to approve these students for graduation, contingent upon completion of all requirements. The motion was approved. It was pointed out that some of the college names need to be updated.

It was asked whether there is any information yet regarding the process for graduate coordinators. Dr. Hendricks reported that he had just received some data and is distributing it to the committee. They will meet and give a report at the December meeting.

**VII. Adjournment.** The meeting was adjourned at 3:04 p.m.

Respectfully submitted,

Phyllis L. Panhorst  
Coordinator of Faculty Information and  
Graduate Catalog Editor

## GAC Report

The Graduate Faculty Status Subcommittee consists of Don Stumpf (Chair), Alice Adams, Annette Wilson, Elizabeth Desnoyers-Colas, James Brawner, Pamela Mahan, Ray Hashemi

The committee completed the review of the Graduate Faculty Status criteria and associated forms. Revisions to the documentation were approved pending any discussion from the Graduate Affairs Council. Two application packets were reviewed and approved (see table below). There are currently four (4) application packets under review.

The committee would like to thank Dr. Patricia Coberly-Holt, Dr. John Kraft, and Phyllis Panhorst for their help with the review process.

Last Name	First Name	Dept	Application	Type	Recommendation
Benjamin	Michael	HIST	Associate	Initial	Approve
Larrimore	Beth	CSDS	Temporary	Initial	Approve

Graduate Faculty Status Subcommittee  
Meeting Minutes  
November 3, 2010

Graduate Faculty Status Subcommittee: Alice Adams, Annette Wilson, Don Stumpf, Elizabeth Desnoyers-Colas, James Brawner, Pamela Mahan, Ray Hashemi

- I. The meeting was held in UH 259 at 3:00 pm on October 4, 2010. The meeting was called to order by Don Stumpf, Graduate Faculty Status Subcommittee chair.

In attendance – Alice Adams, Annette Wilson, Don Stumpf, Elizabeth Desnoyers-Colas, James Brawner, Pamela Mahan.

Excused – Ray Hashemi for scheduled class.

Guest – Phyllis Panhorst, Coordinator of Faculty Information

- II. The committee reviewed the revised Graduate Faculty Status criteria and approved the previous revisions. New discussion centered on the need to address the various categories of faculty employment relevant to the existing criteria for graduate faculty status.

Phyllis Panhorst attended the meeting to provide clarification of the differing categories of faculty employment and the rationale for revising the current Graduate Faculty Status criteria to accommodate those employment categories not addressed in the current documentation.

The committee members discussed and approved a number of recommendations for additional revisions to the documentation in accordance with the request to update the Graduate Faculty Status criteria. Revisions were made to the temporary and provisional categories to accommodate the different categories of faculty employment.

- III. The committee agreed to continue the current process for the review of pending applications.
- IV. The meeting was adjourned at 4:00 pm.

Respectfully submitted by,

Dr. Don Stumpf, chair

# Graduate Candidates for December 2010 Commencement

## [ College of Liberal Arts ]

### Master of Arts

#### History

Tiffany Marie Bueno  
Joseph Edward Bush  
Rachel America Porter

#### Liberal and Professional Studies

Lisa Anne Bickley  
William Hudson Edwards, Jr.

### Master of Science

#### Criminal Justice

Stacy L. Miller  
Jonathan Puhala  
Deryl Mack Seckinger

## [ College of Education ]

### Master of Arts in Teaching

#### Early Childhood Education

Jana Renee' Anderson  
Maria Daniela Lee Bringman  
Shermonte Carley  
Lauren Fuller Chapman  
Jacqueline Lindsey Cheek  
Danielle Elizabeth Clary  
Lauren Nicole Coughlin  
Katie Keith Cowart  
Shannon Marie Elder  
Deborah Ann Gilyard  
Annette Cecilia Guillory  
Shannon Wright Hollis  
Catherine Elizabeth Insley  
Cheryl L. LaValley  
Jennifer Kay Lino  
Mary Jamison Pannell  
Amy Marie Peters  
Bernadette Rambharose  
Jordan Elizabeth-Wood Reardon  
Jill Lynn Richards  
Casey Leigh Sanders  
Octavia Renita Thomas  
Karen Lynn Tillman  
Victoria Bulwinkle Vermillion  
Patti Turner Victor  
Alexandra Lee Wambold  
Shannon Patrice Wood

#### Middle Grades Education

Jamie Carson Bennett

John Gerard Bennett  
Kimberly Renee Bridges  
Brandi Jhamaia Brown  
Lance Stephen Byrd  
Linda S. Carter  
Ardell Marsena Crawford  
Rinata Daniel  
Dwaynea ShaMona Jeree Golden  
Christi A. Healan  
Nikki Nacole Hill  
Deborah Price North  
Nicola E. Outlaw  
Calandra Shunta Patterson  
Kari Lee Reardon  
Robert James Repsher  
Monzell Latisa Sheppard  
John Bennett Smith  
Keotta LaShon Taylor  
Laura Moorman Tyler  
James Brandon Wood  
Megan York

**Special Education**

Lorraine C. Orr Bowers  
Stephenie Jones Evans  
Latoya D. Glaspie-Davis  
Terence Terey Hamilton  
Timothy Titus Hill  
April Marie Knopf  
Kasey Leah Paulk  
Candace Cox Purdom  
Benjamin Lane Richey  
Gerald Drew Toney  
Kent D. Wilkinson

**Master of Education**

**Adult Education and Community Leadership**

Karlaina Denise Burns  
Kristina A. Costa  
Kimberly Cutter-Williams  
Beverly W. Davis  
Tracy Denise Edenfield  
Oluwakemi Jean Elufiede  
Roquiah Sarita Francis  
Leslie Michelle Freeman-Small  
Sheraill DeVohn Fresher  
LaJeana Nicole Golden  
Shunta Lorraine Bedford Grant  
Charita Nicole Hardy  
Fallon Nakeya Harris  
Kenya M. Harrison  
Norman Welcher Luten, Jr.  
Regina Yolanda Mack

Kendra LaToya Miller

Jermaine Whirl

**Curriculum and Instruction**

Troy Anthony Brown

Gayle Marie Ergle

Noel Smith Ingram

Loren Edward Johnson

Amy Lyn Kidane

Betsy Ann Morgan

McKenzie Nicole Pickett

Nicole Yvette Wofford

Marisa Catherine Yoder

**Early Childhood Education**

Bobbie M. Anderson

Matthew S. Anderson

Stacie Nicole Archer-Pottenger

Jennifer Britton

Nivea Lashaun Butler

Cindy P. Carter

Charlotte Herrington Davis

Heather Anne Ford

Bynikini Madesseh Frazier

Jessica Ja'Nae' Jackson

Debra Lloyd Keene

Chelsea Nicole Kimbro

Nancy Jane Godwin McGranaghan

Lucille Ann Rabusin

Anna Ingalls Roberts

Denise Brinson Rooks

Lethea Lashawn Sellers

Ashley Nicole Sentell

Darla Denise Smith

Darlene Marie Wheeler

Amanda Bennett Wooten

Selena J. Yocco

**Special Education**

Marcia Tonya Outler

**[ College of Health Professions ]**

**Master of Health Services Administration**

Christopher Melton Campbell

Derek John Chamberlain

Mykell Lamar Fann

Ifunanya Olivia Ifezulike

Erica Vanessa Kesler

Charles Xiaoshong Li

Jennifer Brown McGahee

Sabina

Kristen Jean Swindells

Binson Thomas



**Master of Public Health**

Stacey Lynn Corbitt  
Sarah Ann Hanson  
Jessica Ellen Mack  
Athena Rose Rivera

**Master of Science**

**Communication Sciences and Disorders**

Cara Leigh Brumit  
Kristen Schivera Smith

**Master of Science in Nursing**

Donna R. Cochrane  
Linda Gail Jackson-Fagan

**Master of Science in Sports Medicine**

Ashleigh Ryan Davis-Lee  
Dekira Tanaz Rutherford  
William Wright Thomsen

**[ College of Science and Technology ]**

**Master of Science in Computer Science**

Leslie Edward Sears  
Russell Warren Smith