

# Armstrong

## Graduate Affairs Committee

Burnett Hall Board Room

Minutes: October 2, 2012, 2:30 p.m.

**PRESENT:** Joey Crosby (Chair), Kathleen Fabrikant, Mark Finlay, Chris Hendricks, Anne Katz, Robert Loyd, Jean Neils-Strunjas, Anita Nivens, Bryan Riemann, Sandy Streater, Ellen Whitford, Teresa Winterhalter, Carey Adams (*ex officio*), John Kraft (*ex officio*), David Ward (*ex officio*), Meagan Stachurski (*ex officio*), Jahmal McCray (*ex officio*)

**GUESTS:** Jill Bell, Cynthia Bolton, Regina Rahimi

- I. **Call to Order.** The meeting was called to order at 2:30 p.m. by Dr. Joey Crosby.
- II. **Approval of Minutes.** The minutes of September 4, 2012 were approved as presented.
- III. **Committee Reports**
  - A. **Graduate Curriculum (see GAC Attachment 1)**

The committee accepted the report of the Graduate Curriculum Committee as presented. The report should proceed through the Senate as an action item for Presidential approval.
  - B. **Graduate Faculty Status**
    1. **Report (see GAC Attachment 2)**

The committee accepted the report of the Graduate Faculty Status Committee
    2. **Contradiction in GFS Criteria language (see GAC Attachment 3, p. 3-4)**

Under "Term of Appointment" for associate graduate faculty status on page 4, it was moved and seconded to delete the sentence, "Faculty members may apply for full graduate faculty status when they apply for the university rank of professor." The rank of professor is no longer required in order to apply for full graduate faculty status; the requirement was changed to associate professor in 2010. The language on page 4 should have been deleted at that time. The motion carried.
  - C. **Graduate Student Appeals (no report)**
- IV. **GSCC**

Ms. Megan Stachurski reported that the GSCC will have a booth at Celebrate Armstrong and will be working to engage students more. The next regular meeting is October 16. The next funding meeting is October 30 at noon. Funding requests should be submitted at least a week before the funding meeting and 60 days before the event for which funding is requested.

**V. John Kraft**

**A. Graduate Student Dismissal Data (see GAC Attachment 4)**

Dr. Kraft reviewed the data on GAC Attachment 4. He noted that from Fall 2010 through Summer 2011, the average percentage of students readmitted after dismissal was 16%. He did not have any data for the percentage of students denied readmission. Ms. Jill Bell stated that if a student does not reapply right away, they typically sit out about a year.

**B. Academic Dismissal Language**

Following up on the motion last month, Dr. Kraft presented language to show that summer term is counted as a semester for purposes of applying for readmission. The committee asked that Dr. Kraft submit the information in tabular form at the next meeting.

**C. Graduate Assistant Requests**

Dr. Kraft reported that the five extra graduate assistant slots that were available this fiscal year were done on a one-year-only basis, and continuation was to be based on availability of funds. Due to Board of Regents budget requirements, it is not clear at this time whether the funding would be available. Dr. Carey Adams added that the budget situation may be clearer by the end of October.

Currently there are 17 graduate assistant slots and 16 programs. Not all programs request a graduate assistant, which can create additional at-large slots. After some discussion, it was decided that the deadline for program requests will remain October 15, but the deadline for at-large slots will be extended to November 15.

**VI. Carey Adams**

**A. Hooding**

Dr. Adams asked for the committee members' opinions on options for hooding master's candidates, since it is not done at commencement. He has also gotten input from Dr. Bleicken and from the Academic Affairs Council. He has yet to talk to the Commencement Committee. The current practices are uneven among programs and even within colleges.

Suggestions:

- a collective hooding ceremony either the night before or during the week before commencement.
- college hooding ceremonies either the night before or during the week before commencement.
- restore hooding to commencement, but address problems that caused hooding to take excessive time the last time it was done.

There was concern expressed that if there were a hooding ceremony, those attending would not come to commencement.

It was moved and seconded that the Provost bring the issue of a separate hooding ceremony/ceremonies for all graduate students to the Commencement Committee, for implementation in December if possible. The motion carried.

**VII. Jill Bell**

Ms. Bell distributed draft posters for the Graduate Studies Open House on March 19 (see GAC Attachment 5). Postcards and tabletops will also be done. She asked for feedback. It was suggested that if the material is going to be sent out of town, it might be good to mention Savannah and/or an address. Program coordinators who have particular populations they want materials distributed to should contact Ms. Bell.

Armstrong will be represented at the UGA Graduate Fair on October 17, as well as recruitment events at Georgia College, Georgia Southern, and on campus throughout the rest of the month. If you have materials you want distributed at these events, please get them to Ms. Bell.

Applications for spring were characterized as being sparse at present.

**VII. Adjournment.** Minutes will be distributed electronically for approval so curriculum items can be submitted in time for the next Senate meeting. The meeting was adjourned at 3:23 p.m.

Respectfully submitted,

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

# Armstrong

## GRADUATE CURRICULUM COMMITTEE

University Hall 282

Minutes, September 19, 2012

**PRESENT:** Michael Benjamin, Brenda Logan, Sara Plaspohl, Helen Taggart, Teresa Winterhalter (Chair), Phyllis Panhorst (Catalog Editor)

**ABSENT:** John Hobe, Ashraf Saad

**GUESTS:** John Kraft, Patricia Wachholz

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**CALL TO ORDER.** The meeting was called to order at 2:02 p.m. by Dr. Teresa Winterhalter.

**APPROVAL OF MINUTES.** The minutes of March 21, 2012, were approved as presented.

### ITEMS

#### I. College of Education

A. Adolescent and Adult Education (no items)

#### B. Childhood and Exceptional Student Education

*Items 1-7 from the Department of Childhood and Exceptional Student Education were discussed and approved by the committee.*

**1. Create the following course:**

**RDEN 7210 Instruction for Struggling Readers**

**3-0-3**

**Pre-requisites: RDEN 7172**

**Co-requisites: None**

**Description: An analysis of research relevant to the identification, placement, and instructional strategies effective with students with reading difficulties, learning disabilities, and diverse populations in the area of literacy.**

**Differentiated instructional approaches to meet students' reading and writing needs are reviewed.**

Rationale: Course is critical to identifying and remediating reading deficiencies.

**Effective Term: Fall 2013**

**CURCAT:**

**Major Department: Childhood and Exceptional Student Education**

**Can course be repeated for additional credit? No**

**Maximum Number of Credit Hours: 3**

**Grading Mode: Normal**

**Instruction Type: Lecture**

**Course Equivalent: None**

**2. Change the following course title and description:**

**RDEN 7170 ISSUES IN VOCABULARY, STRUCTURAL ANALYSIS, AND**

**WORD STUDY PHONICS AND STRUCTURAL ANALYSIS** ~~3-V-3~~ **3-0-3**

~~Course provides strategies for teaching reading by use of phonics and structural analysis of words. Research based methods for teaching a range of non-readers from kindergarten through adulthood. Field experience required. A focus on advanced reading methods to teach and assess the fluent decoding of words, vocabulary development, word study, spelling, and, subsequently, the construction of words and meaning for students K-12.~~

Rationale: To update title and description to reflect most recent reading terminology. No field experience is required.

**Effective Term: Fall 2013**

**CURCAT:**

**Major Department: Childhood and Exceptional Student Education**

**Can course be repeated for additional credit? No**

**Maximum Number of Credit Hours: 3**

**Grading Mode: Normal**

**Instruction Type: Lecture**

**Course Equivalent: None**

**3. Change the following course description:**

**ECEG 7190 DIAGNOSIS AND CORRECTION OF READING DIFFICULTIES**

**3-0-3**

~~A study of the diagnosis and remediation of reading difficulties in the elementary and middle grades of K-12 students. Provides practical experience in the use of diagnostic techniques and remedial procedures. involving pupils with reading difficulties.~~

Rationale: Reading is K-12 certification area and must include instruction at all levels, including elementary, middle grades, and high school.

**Effective Term: Fall 2013**

**4. Change the following course title and description:**

**RDEN 7172 Comprehension, Cognition, and Content Area Reading**  
~~STRATEGIES FOR FLUENCY AND COMPREHENSION~~ ~~3-V-3~~ **3-0-3**

Prerequisite: ~~RDEN 7170~~

~~Course explores research and theory based methods for improving reading fluency and reading comprehension skills. Field experience required.~~ **Advanced reading instruction that explores reading as a process of constructing meaning for K-12 classrooms, includes study of approaches, materials and procedures for integrating reading and writing into content area classrooms to improve learning.**

Rationale: To update title and description to reflect most recent terminology. Inclusion of content area reading to align with common core standards. No field experience is required

**Effective Term: Fall 2013**

**5. Change the following course title and description**

**RDEN 7880 Capstone Project** ~~RESEARCH PROJECT~~ ~~1-V-6~~ **1-V-4**

Prerequisite: Successful completion of 30 semester hours of course work in the program of study.

~~This is a capstone course.~~ Requires a field based research project, **case study, or curriculum project** that is to be presented or published in a public forum

Rationale: Change will allow students more flexibility to complete the program in a meaningful way for their particular interests and circumstances. The final project may result in the development of a reading curriculum or case study, for example, rather than a research project. The number of hours for the capstone is being changed from 6 to 4, in order to align with other COE master’s degree programs, whose final projects are 4 credit hours.

**Effective Term: Fall 2013**

**6. Modify the following program of study:**

Master of Education- Reading Specialist

A. Program Foundations (6 hours)

FOUN 7060 Education Research .....3

~~RDEN 7070 Understanding Readers and the Reading Process~~ .....3

**ENGL 5800G Advanced Grammar**.....3

B. Specialized Content (24 hours)

~~ADED 7220 Literate Communities~~ .....3

ECEG 7060 Multimedia Approach to Teaching Children’s Literature .....3

Of

SCED 7000 Adolescent Literature .....3  
 RDEN 7071 Linking Literacy Assessment to Instruction .....3  
 RDEN 7072 Instructional Strategies in the Content Areas .....3  
 RDEN 7170 ~~Phonics and Structural Analysis~~ **Issues in Vocabulary, Structural Analysis and Word Study**..... 3  
 RDEN 7172 ~~Strategies for Fluency and Comprehension~~ **Comprehension, Cognition, and Content Area Reading**.....3  
 RDEN 7185 Teaching Writers and Writing .....3  
 RDEN 7188 Coaching Literacy Success ..... 3  
 ECEG 7190 Diagnosis and Correction of Reading Difficulties..... 3  
**RDEN 7210 Instruction for Struggling Readers.....3**

**C. B. ~~Exit Tracks One and Two (6 hours)~~ Capstone (4 hours)**

~~With the approval of the advisor, candidates will select one of the following exit tracks:~~

**1. Exit Track One (6 hours)**

RDEN 7880 ~~Research~~ **Capstone Project**.....6-4

**2. Exit Track Two (6 hours)**

RDEN 7774 K-4 Reading Internship .....2

RDEN 7775 Middle Grades Reading Internship .....2

RDEN 7776 Adult Reading Internship .....2

TOTAL

~~36 hours~~ **34 hours**

Rationale: To meet the requirements of the GAPSC for advanced programs, students entering this program must already hold a reading endorsement for entry. In addition, common core standards dictate some additional changes to address diagnosis and remediation strategies for struggling readers as well as literacy in content areas. A capstone project will be required instead of a research project to allow students more flexibility to complete the program in a meaningful way for their particular interests and circumstances. The final project may result in the development of a reading curriculum, for example, rather than a research project. The number of hours for the capstone is being changed from 6 to 4, in order to align with all of the other COE master’s degree programs, whose final projects are 4 credit hours. Finally, college resources cannot support two tracks at this time, so one is being eliminated.

**Effective: Fall 2013**

**7. Modify the following course:**

ECMT 6030 SOCIAL STUDIES/SCIENCE

~~3-0-3~~ **3-V-3**

Prerequisites: EDUC 6000, EDUC 6100

A study of methods and materials used in teaching social studies and science skills and content at the elementary level ~~using the Georgia Performance Standards (GPS).~~

**A field experience is required.**

Rationale: Georgia now uses the Common Core Georgia Performance Standards. A field experience is required.

**Effective Term: Spring 2013**

II. College of Health Professions (no items)

**III. College of Liberal Arts**

A. Art, Music, & Theatre (no items)

**B. Criminal Justice, Social and Political Science**

*Item 1 from the Department of Criminal Justice, Social and Political Science was discussed and the graduate portion was approved by the committee. The undergraduate portion was previously approved by the University Curriculum Committee.*

**1. Delete the following course:**

~~POLS 5535U/G Public Leadership and Ethics in Theory and Practice 3-0-3~~

Rationale: This course served the MALPS program.

**Effective Term: Fall 2013**

C. Economics (no items)

D. Gender and Women's Studies (no items)

E. History (no items)

F. Languages, Literature, & Philosophy (no items)

G. Professional Communication and Leadership (no items)

IV. College of Science and Technology (no items)

**OTHER BUSINESS**

**A. Informational Item: Nursing. (See Attachment 1)**

The Department of Nursing had some changes for which they requested approval prior to publication of the graduate catalog. The summary is attached. Dr. Carol Andrews, previous chair of the GCC, approved the recommendations as noted.

**B. Informational Item: Board of Regents program approvals and terminations. (See Attachment 2)**

**C. Informational Item: Online Programs – Notifications and Approvals (See Attachment 3)**



**ADJOURNMENT.** The meeting was adjourned at 2:23 p.m.

Respectfully submitted,

Phyllis L. Panhorst  
Catalog Editor



Phyllis Panhorst &lt;phyllis.panhorst@armstrong.edu&gt;

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## Outcome of discussion regarding proposed Nursing changes

1 message

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**Phyllis Panhorst** <phyllis.panhorst@armstrong.edu>

Wed, Jul 18, 2012 at 3:23 PM

To: Catherine Gilbert <catherine.gilbert@armstrong.edu>, Anita Nivens <anita.nivens@armstrong.edu>

Cc: John Kraft <john.kraft@armstrong.edu>, Carol Andrews <carol.andrews@armstrong.edu>

Dear Dr. Gilbert and Dr. Nivens,

Dr. Kraft asked me to forward you the following summary of the discussion we had regarding the Nursing changes that were in question. Each of the three items has Dr. Kraft's recommendation at the end. This was forwarded to Dr. Carol Andrews, GCC chair, and she approved these recommendations. I am keeping a copy and it will be read into the minutes of the first GCC meeting in the fall.

Best,

Phyllis

----- Forwarded message -----

From: **Phyllis Panhorst** <phyllis.panhorst@armstrong.edu>

Date: Wed, Jul 18, 2012 at 9:23 AM

Subject: Summary of discussion regarding Nursing changes

To: John Kraft <john.kraft@armstrong.edu>

1) Change the MSN track AND the Certificate program currently called "Adult-Gerontological Nurse Practitioner" to "Adult-Gerontological **Primary Care** Nurse Practitioner."

History: The MSN track and the Certificate program were previously called "Adult Nurse Practitioner." At the November 2, 2011 GCC meeting, the two program of study names were changed to "Adult-Gerontological Nurse Practitioner." However, all of the courses for those programs of study that were updated at the same meeting have the following rationale: "In line with the new Graduate Course Numbering and incorporation of adult-gerontological content per the new AACN Adult-Gerontology Primary Care Nurse Practitioner Competencies and AACN Master's Essentials standards (2011)."

Recommendation: Although the words "Primary Care" were not included in the program of study name changes put forward, there is sufficient documentation that it would be appropriate to include those words and that the intent of the course updates was made clear. Changing the MSN track name does not require BOR approval or notification, but changing the certificate name will require BOR notification. Note: On the BOR website, this is called a Graduate Certificate. The Nursing Department has indicated they would prefer it to be called a Post-Master's Certificate, which has been the practice in previous catalogs. This could be put forward with the name change notification.

2) Retain the word "Specialist" in the graduate certificate program that was changed to "Adult-Gerontological Health Clinical Nurse Specialist" at the November 2, 2011 GCC meeting.

History: This certificate program has in previous years appeared in the graduate catalog as the "Adult Health Clinical Nurse Specialist Post-Master's Certificate." At the November 2, 2011 GCC meeting it was changed to "Adult-Gerontological Health Clinical Nurse Specialist Post-Master's Certificate." In preparing the catalog and checking certificate and program names with those listed on the Board of Regents website, I

discovered that the name had not been listed as it had been appearing in the catalog. Instead, it has been listed as "Graduate Certificate in Adult Nurse Practitioner." When the name change to add "Gerontological" to the name was sent to the BOR by this office, the approval came back for "Graduate Certificate in Adult-Gerontological Health Clinical Nurse" (email from Marci Middleton, 7/11/2012). Therefore, I changed the name to match the BOR approved name.

Recommendation: Although the word "Specialist" was not put forward as a change in the November 2, 2011 GCC minutes (since it had been practice to use that word), the name itself was approved by the GCC, which supports the appropriateness of the use of that word. Changing the certificate name will require BOR notification. Note: The Nursing Department has indicated they would prefer it to be called a Post-Master's Certificate, which has been the practice in previous catalogs. This could be put forward with the name change notification.

3) Update the program of study for the MSN track, Advanced Practice Nursing.

History: While all the courses in this program of study were updated/renumbered at the November 2, 2011 GCC meeting, the program of study itself was not put forward for updating. The Nursing Department would like the numbers updated, and would also like to have a deleted course replaced with a different course (replace NURS 7754 with PUBH 6000). Dr. Catherine Gilbert and Dr. Anita Nivens have both confirmed that there are no students in this track and have not been any for several years.

Recommendation: Leave the program as it currently appears in the catalog, with no updates. The Department of Nursing may submit updates through the curricular process in the fall.

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**BOARD OF REGENTS OF  
THE UNIVERSITY SYSTEM OF GEORGIA**

CHANCELLOR HENRY M. HUCKABY  
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August 17, 2012

Dr. Linda Bleicken  
President  
Armstrong Atlantic State University  
11935 Abercorn Street  
Savannah, Georgia 31419 - 1997

Dear President Bleicken:

The Board of Regents, at its meeting on August 8, 2012, approved Armstrong Atlantic State University's requests associated with the following recommendations:

- Substantive Change of the Master of Arts with a major in Liberal and Professional Studies to a Master of Arts with a major in Professional Communications and Leadership; and
- Substantive Change of the Master of Arts in Teaching with a major in Middle Grades Education to a Master of Arts in Teaching with a major in Secondary Education.

Approval of the aforementioned recommendations is effective immediately.

Sincerely,

Henry M. Huckaby  
Chancellor

HMH/mmm

Cc: Dr. Houston Davis, Executive Vice Chancellor and Chief Academic Officer  
Dr. Carey Adams, Vice President, Academic Affairs  
Dr. Linda Noble, Vice Chancellor, Academic Affairs  
Dr. Dorothy Zinsmeister, Associate Vice Chancellor, Academic Affairs  
Dr. Susan Campbell-Lounsbury, Assistant Vice Chancellor, Research & Policy Analysis  
Ms. Susan Whitman, Information Systems Specialist  
Dr. Marci M. Middleton, Assistant Vice Chancellor, Academic Programs

**Graduate Notification/Approvals to BOR and/or SACS**

	Creation Paperwork		Online Paperwork	
	Sent in	Received	Sent	Rec'd BOR
<b>Certificates 100% online</b>				
Clinical Informatics	1/31/2012	3/21/2012	1/31/2012	03/21/12
Reading Endorsement	already	created	4/20/2012	07/11/12
Special Ed Transition Endorsement	already	created	5/29/2012	07/11/12
Adult Ed & Comm. Leadership	already	created	3/31/2012	05/09/12
Professoinal Comm. & Leadership	5/2/2012	5/21/2012	5/2/2012	5/21/2012
Post-Bac Advanced Imagaing	already	created	5/29/2012	07/11/12

**Program Modifications**

	Sent in	Status	
MALPS-->MAPCL	3/6/2012	8/7/2012	approved
MATMG-->MATSE	4/13/2012	8/8/2012	approved
M Ed	6/15/2012	BOR Sept?	
MSCS-->?	in dept		

**Mass notification 25-49% online programs**

	Creation Paperwork		Online Paperwork	
	Sent in	Received	Sent	Rec'd BOR
GCert - Adult Health Clinical Nurse	already	created	3/6/2012	06/15/12
Gcert- Adult Nurse Practitioner	already	created	3/6/2012	06/15/12
PBCert in Advanced Imaging	already	created	3/6/2012	06/15/12
PMCert - Nursing Administration	already	created	3/6/2012	06/15/12
Gcert - Instructional Technology	already	created	3/6/2012	06/15/12
MS in Nursing	already	created	3/6/2012	06/15/12

**Mass notification >50% but < 100% online**

	Creation Paperwork		Online Paperwork	
	Sent in	Received	Sent	Rec'd BOR
MEd - Early Childhood Education	already	created	3/6/2012	03/21/12
MS in Criminal Justice	already	created	3/6/2012	03/21/12

**Rec'd SACS**  
05/01/12

**Rec'd SACS**  
n/a  
n/a  
n/a  
n/a  
n/a  
n/a

**Rec'd SACS**  
06/15/12  
06/15/12