

Armstrong

Graduate Affairs Committee

Burnett Hall Board Room

Minutes: March 4, 2014

PRESENT: Joey Crosby (chair), Chris Hendricks, Patricia Holt, Anne Katz, Anita Nivens, Sara Plaspohl, Regina Rahimi, Bryan Riemann, Daniel Skidmore-Hess, Patrick Thomas, Anne Thompson, Teresa Winterhalter, John Kraft (*ex officio*), David Ward (*ex officio*), Yvette Upton (*ex officio*), Austin Deray (*ex officio*)

GUEST: Jill Bell

- I. **Call to Order.** The meeting was called to order at 2:32 p.m. by Dr. Joey Crosby.
- II. **Minutes of February 4, 2014.** The minutes were approved by email on February 7, 2014.
- III. **Committee Reports**
 - A. **Graduate Faculty Status** (see Attachment 1)

The committee accepted the report of the Graduate Faculty Status Committee as presented.

Dr. Skidmore-Hess reported that the Graduate Faculty Status Committee (GFSC) will be meeting within the month to talk about changing/amending membership criteria for non-temporary non-tenure track instructors and lecturers. He will bring GFSC feedback to the next Graduate Affairs Committee meeting.
 - B. **Graduate Curriculum** (see Attachment 2)

The committee accepted the curriculum items in the report of the Graduate Curriculum Committee (GCC) as presented. The report should proceed through the Senate as an action item for Presidential approval.
- IV. **GSCC**

Mr. Deray reported that monies were reallocated in order to fund the final six travel requests. This leaves \$200-\$300, which has been allocated for the hooding ceremony and graduate appreciation week. This reallocation was possible by cutting back on the food and drinks for the hooding ceremony. There will be a light reception instead. He also reported that a photographer will be coming to

the hooding ceremony to take pictures. The keynote speaker will be Paul Pressly.

It was noted that 3 of the 4 current GSCC executive board members are leaving after this semester. Two are graduating and one will be doing clinical rotations.

V. John Kraft

A. Catalog language: Residence Requirements and Transfer Credits follow-up (see Attachment 3)

Dr. Kraft distributed the proposed language and the old language. The single proposed paragraph would replace the two older paragraphs. The new paragraph includes certificates, clarifies the expiration date of transfer courses, and added some language to make the policy more explicit. The wording is particularly important in order to be in compliance with SACS rules.

It was moved and seconded to accept the proposed language. The motion carried.

VI. Jill Bell

Ms. Bell reported that work continues on the online graduate application. We are currently working with Ellucian to address some quirks in the application. Ms. Bell is also working with ITS to get the graduate application paperwork online in PDF form, along with a spreadsheet for ease of viewing.

Paperwork for the Communication Sciences and Disorders program has been coming in late due to some changes. It is being sent to Dr. Maya Clark for decision on how to handle it.

Mr. Deray reported that some graduate assistants were confused about their payroll schedule, even though the information is in the contract. Dr. Kraft said he would work with Carol Cox on improving communication of this information.

VIII. Adjournment. The next meeting will be held on April 1. The meeting was adjourned at 2:47 p.m.

Respectfully submitted,

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

Armstrong

Graduate Faculty Status Committee Report: February 4, 2014

Members: Tim McMillan, Andi Beth Mincer, Pam Mahan, Linda Ann McCall, Glenda Ogletree, Daniel Skidmore-Hess (Chair), Jane Wong

The committee recommends approval of the following applications for graduate faculty status:

Full

Felix Hamza-Lup	Computer Science and Information Technology	initial at this level
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Associate

Nalanda Roy	Criminal Justice, Social and Political Science	initial
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Allison Belzer	History	reappointment
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Temporary

June Erskine	Childhood and Exceptional Student Education	reappointment
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Charles Roessing	Health Sciences	reappointment
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Julie Olsen	Professional Communication and Leadership	initial
Shawndra Russell	Professional Communication and Leadership	initial

Respectfully submitted,

Daniel Skidmore-Hess, Chair

Armstrong

GRADUATE CURRICULUM COMMITTEE
University Hall 282
Minutes, February 19, 2014

PRESENT: Michael Benjamin, John Hobe, Brenda Logan, Sara Plaspohl, Helen Taggart, Teresa Winterhalter (Chair), Phyllis Fulton (Catalog Editor)

ABSENT: Felix Hamza-Lup

GUESTS: Cynthia Bolton, Patrick Thomas

CALL TO ORDER. The meeting was called to order at 2:01 p.m. by Dr. Teresa Winterhalter.

APPROVAL OF MINUTES. The minutes of January 22, 2014 were approved as presented.

ITEMS

I. College of Education A. Adolescent and Adult Education

Item 1 from the Department of Adolescent and Adult Education was discussed and approved by the committee.

1. Modify the following Program of Study:

Master of Education in Adult Education and ~~Community Leadership~~ Human Resource Development

Program of Study

A. Adult Education Core (18 hours)

ADED 7100 History & Theory of Literacy and Adult Education	3
ADED 7110 Psychology of the Adult Learner	3
ADED 7120 Program Planning and Evaluation	3
ADED 7130 Cultural Diversity in Adult Education	3
ADED 7160 Community Development & Personal Leadership	3
ADED 7170 Research & Grant Writing in Adult Learning	3
<u>ADED 7180 Cultural Diversity and Community Development</u>	<u>3</u>
<u>FOUN 7060 Educational Research</u>	<u>3</u>

B. Specialized Content (12.9 hours)

Human Resource Development

Human Resource Development Area of Specialization

HRDV 7400 Human Resource Development Theory & Practice	3
HRDV 7410 Organizational Theory & Practice	3
HRDV 7420 Management & Leadership Behavior	3
<u>HRDV 7430 The Structure of the Human Resource Framework</u>	<u>3</u>

Or

Literacy Education

ADED 7200 Theory of Adult Literacy	3
ADED 7210 Communication Skills in Low Literacy Adults	3
ADED 7220 Literate Communities	3

Or

Technology-Based Learning

ADED 7300 Instructional Technology Theory and Practice	3
ADED 7310 Online Learning Environment	3
ADED 7320 Multimedia Design	3

C. Capstone (3 hours)

ADED 7500 Workplace Application	3
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TOTAL

30-33 hours

Special topics courses or courses transferred from another graduate institution may be used to satisfy specialized content or elective requirements, if approved by advisor.

Rationale: This revised program of study better reflects what is stated in the CPAE standards as needing to be included in a Master's Level Adult Education program.

REQUESTED Effective Term: Fall 2014

B. Childhood and Exceptional Student Education (no items)

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

Items 1-4 from the Department of Criminal Justice, Social and Political Science were discussed and the graduate portions were approved by the committee. The undergraduate portions were previously approved by the University Curriculum Committee.

1. Create the following course:

POLS 5570U/G Politics & Security in Southwest Asia **3-0-3**

Undergraduate Prerequisites: HIST 1111 or HIST 1112 or POLS 2100 or HIST 1100 or POLS 1100 or POLS 1150 or POLS 2200 or POLS 2290

Graduate Prerequisites: none

Description: An in-depth understanding of the political and security challenges confronting Southwest Asia (Pakistan, Afghanistan, India) and how those challenges affect global security.

Rationale: Expand/create course offerings in international affairs area consistent with expertise of new tenure track faculty member and program development needs. There will be additional research requirements for graduate level credit.

REQUESTED Effective Term: Fall 2014

CURCAT:

Major Department: Criminal Justice, Social and Political Science

Can Course be repeated for additional credit? No

Maximum Number of Credit Hours: 3

Grading Mode: Normal

Instruction Type: Lecture

Course Equivalent: none

2. Create the following course:

POLS 5410U/G Asia and the United States **3-0-3**

Undergraduate Prerequisites: POLS 2100 or HIST 1100 or POLS 1100 or POLS 1150 or POLS 2200 or POLS 2290

Graduate Prerequisites: none

Description: How the U.S. and Asian countries grapple with key issues facing the world today such as trade, security, and environment.

Rationale: Expand/create course offerings in international affairs area consistent with expertise of new tenure track faculty member and program development needs. There will be additional research requirements for graduate level credit.

Effective Term: Fall 2014

CURCAT:

Major Department: Criminal Justice, Social and Political Science

Can Course be repeated for additional credit? No

Maximum Number of Credit Hours: 3

Grading Mode: Normal

Instruction Type: Lecture

Course Equivalent: none

3. Create the following course:

POLS 5120U/G Asian Regional Security 3-0-3

Undergraduate Prerequisites: POLS 2100 or HIST 1100 or POLS 1100 or POLS 1150 or POLS 2200 or POLS 2290

Graduate Prerequisites: none

Description: Applies international relations theory and conceptual frameworks to a broad discussion of regional policy with a focus on the changing role of China.

Rationale: Expand/create course offerings in international affairs area consistent with expertise of new tenure track faculty member and program development needs. There will be additional research requirements for graduate level credit.

REQUESTED Effective Term: Fall 2014

CURCAT:

Major Department: Criminal Justice, Social and Political Science

Can Course be repeated for additional credit? No

Maximum Number of Credit Hours: 3

Grading Mode: Normal

Instruction Type: Lecture

Course Equivalent: none

4. Modify the following course:

POLS 5460U/G ~~GOVERNMENTS-POLITICS~~ OF EAST ASIA 3-0-3

Prerequisites: POLS 2100 or HIST 1100 or POLS 1100 or POLS 1150 or POLS 2200 or POLS 2290

Graduate Prerequisites: none

Description: ~~Comparative examination of the contemporary political institutions, processes, and ideas of the Peoples Republic of China, Japan, and two Koreas. Emphasis on historical, social, cultural, and contemporary issues. Primer on the history, nationalism, political institutions, maritime disputes and economic development of Southeast and East Asia. Offers a comprehensive and integrated introduction to the present problems and issues of the region.~~

Rationale: Expand/create course offerings in international affairs area consistent with expertise of new tenure track faculty member and program development needs. There will be additional research requirements for graduate level credit.

REQUESTED Effective Term: Fall 2014

- 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)

ADJOURNMENT. The meeting was adjourned at 2:04 p.m.

Respectfully submitted,

Phyllis L. Fulton
Catalog Editor

Proposed Language:

Transfer and Armstrong Course Credit toward a Program of Study:

A maximum of six semester hours of credit may be accepted for the program of study from credit completed at another regionally-accredited institution, if approved by the program director. An additional six semester hours may be approved by the program director and dean. Only courses with a grade of B or better will be accepted. These transfer credits are in addition to semester hours which may be taken from approved courses at Savannah State University and at other institutions as part of collaborative arrangements in conjunction with approved external degree programs. Transfer courses completed seven years prior to the degree conferral will not be counted toward the completion of the program of study. In no case will it be acceptable to graduate with a degree or certificate from Armstrong where less than 33% of the program of study credit is awarded by Armstrong, in accordance with SACSCOC's Comprehensive Standard 3.6.3 and Policy on Collaborative Academic Arrangement.

Commented [AASU1]: A practice made explicit

Commented [AASU2]: Consistent with time limitation policy (7 years)

Commented [AASU3]: Adds certificates to policy

Commented [AASU4]: SACS policy

Old Language:

Residence Requirement for Degrees

A minimum of one-half of the hours required for the degree must be earned in residence. A maximum of one-half of the hours required for the degree may be earned in courses offered off-campus, including courses offered through the Area Teacher Education Services. Armstrong courses taken off-campus as part of an approved external degree program are considered to have been completed in residence.

Graduate Transfer Credit

A maximum of six semester hours of credit may be accepted for the program of study from credit completed at another regionally-accredited institution. This is in addition to semester hours which may be taken from approved courses at Savannah State University. This is also in addition to courses taken at other institutions as part of collaborative arrangements in conjunction with approved external degree programs. Decisions regarding acceptability of credit will be made at the program level. Only courses with grades of B or better will be accepted