

## GRADUATE ADMINISTRATOR'S COUNCIL (GAC) Minutes

March 7, 2019

Education Bldg., Room 3306

8:30 a.m. – 10:30 a.m.

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Attendees: Dr. Wojtowicz, Chair; Richard Benjamin, Karen Eck, Dale Miller, David Chapman, Chunsheng Xin, Gail Dickinson, Tisha Paredes, Wie Yusuf, Holly Gaff, Craig Blythe, Iftekharuddin, Jane Dane, Robert Bruno, Reginald, Humberto Portelle, Bill Heffelfinger, David Swain, Courtney Nishnick, Genny Conwell, and Missy Barber

### Welcome

Dr. Wojtowicz welcomed the Council

### Approval of Minutes from February 7, 2019

Minutes approved as submitted.

### Announcements/Updates

Banner Carriers: The need for Banner Carriers for the College of Engineering, Health Science and Science was announced.

Design Thinking Workshop Session Two: Missy Barber announced that twenty-five people attended the first Design Thinking workshop and it was successful. The Council was reminded that day two of the workshop is March 19. Light refreshments will be provided.

Graduate Research Achievement Day Update: There was discussion about posters not being added to the library archive for those publishing in journals. Students are being asked to submit pictures of their posters to the library archive.

## Graduate Policies

Enrollment Status Policy: There were minor changes to clarify the definitions of full time and part time status in the policy. A motion to approve revisions was made and approved.

Eligibility : Dr. Wojtowicz provided the council members with a clean and tracked version of this policy. There was a request to add language about Advanced to Candidacy and Masters in the I semester (1 credit hour). Only sponsored GRAs not need to be full time to have GRA position. Dr. Yusuf asked Council to report any issues or concerns raised by faculty to her before the next Faculty Senate meeting. There was a request to distribute the entire policy to the Council for further review.

Institutional Credits Requirements Policy: Dr. Wojtowicz provided the council members with a clean and tracked version of this policy. Council decided to change the title and the word "Certificate". There was a suggestion to add language stating that exceptions may be approved, to spell out these specific exceptions, refer students to the program handbook of their program for specifics. The suggestion was made to separate certificate students from degree seeking students in the next catalog. Council decided that programs may grant exceptions in the case of approved graduate certificates, approved institutional and advanced doctoral candidates. Students should refer to specific program these guidelines. There was a suggestion to move this policy under the "Completion of Requirements" section of the catalog.

Prior Learning Assessment (PLA): Dr. Wojtowicz provided the council members with a clean and tracked version of this policy. There was a suggestion to cap PLA transfer credits to 12. Internal ODU credits will not be capped at 12 credits. A follow up meeting with Andres Sousa, Poza Humberto Portellez and Tisha Paredes should be scheduled after this policy is cleaned up. Dr. Wojtowicz will circulate an electronic version of this policy. ( thus) Tc -0nM-4 (es)- (s)-1 ( . ) TJ [(S)-4 (t)-2 (ude4803 Tw 14.83 01425 (y)