Graduate Affairs Committee Minutes

March 11, 2013

Members Present: Robert A. Vaughan, Jr. (Chair), Tom McIlwain, Ken Nguyen, Richard Pearce-Moses, Deborah Deckner, Linda Nash, William Hong, Craig Hill, R. B. Rosenburg, Lynn Stover, Celeste Walley-Jean, Betty Lane, Ali Dadpay and Mari Roberts.

Members Not Present: David Williams and Patricia Smith

Meeting called to order by Dr. Vaughan at 2:00 p.m.

The minutes from February 11, 2013 Graduate Affairs Committee meeting were reviewed. A motion to approve the minutes was made by Roberts, seconded by Pearce-Moses and approved by the Committee.

Craig Hill provided an update on the catalog subcommittee. He indicated committee members were working on their respective sections and revisions would be sent to the School of Graduate Studies so the master catalog file could be updated. Dr. Walley-Jean found a few items in the School of Graduate Studies section that might need to be reviewed at a future meeting. She indicated she will send the information to Dr. Vaughan.

Richard Pearce-Moses indicated he spoke with the Faculty Senate chair, Jim Keebler regarding the status of the Graduate Affairs Committee by-laws. Keebler will take the final Graduate Affairs committee by-laws to the Faculty Senate for final approval. The membership is defined in two different places in the document.

Linda Nash indicated the Graduate Faculty subcommittee had not yet met.

Robert Vaughan indicated he has not yet received any cross listed syllabi as was previously requested. These documents are needed for the upcoming SACS review. Dadpay indicated he would send Accounting syllabi and Decker indicated there were currently no cross listed courses offered in psychology.

Robert Vaughan presented the action item to the committee. The action item was review and update of the minutes from the April 11, 2011 Graduate Affairs Committee minutes. The minutes did not specifically indicate the International Business concentration for the MBA degree program was approved. It only indicated the accounting concentration was approved. Vaughan indicated that in reviewing the documents presented at the meeting and in speaking with committee members who were present at that meeting, it appeared that the intent was to approve both the accounting and international business concentrations. A motion to amend the April 11, 2011 minutes to indicate that both of these MBA concentrations were approved was made by Dadpay, seconded by Rosenburg, and approved by the committee.

Dadpay indicated he would forward the out of state tuition waiver application form and requirements to the committee for review. He also indicated he recently visited the Saudi Arabian Cultural Mission (SACM) in Virginia and the representatives were interested in all of the graduate degree programs being offered at Clayton State University. These students receive full governmental support (tuition, stipend, and living expenses) while they are in the degree program. He indicated he would be happy to assist anyone who is interested in obtaining international students from Saudi Arabia.

Betty Lane presented the course proposal changes for the MSN degree program. The changes requested are for the upcoming CCNE accreditation. All MSN courses are now three (3) hours because having two hour courses was causing problems for students who were subsequently perusing a DNP or Ph.D. degree program. She indicated the MSN students will declare and begin perusing their specialty courses in leadership or education earlier in the program. She also noted ethics was incorporated into all of the courses in some aspect. The faculty removed any duplication in the courses based on student feedback. The technology use is a larger component in the program so the faculty incorporated these elements more into the respective courses. Below is a list of the changes and approval of these MSN courses that were presented.

* NURS 6999 (Focused Project/Master’s Thesis): objectives were added to the courses – A motion to approve the changes was made by Wally-Jean, seconded by Dadpay, and approved by the committee.
* NURS 6200 (Analysis of System Performances): pre-requisite removed and some minor wordsmithing. – A motion to approve the changes was made by Nash, seconded by Deckner, and approved by the committee.
* NURS 5998 (Independent Study): students can now do an in-depth examination of a specific topic – A motion to approve the changes was made by Deckner, seconded by Roberts, and approved by the committee.
* NURS 6110 (Principles of Education in Nursing): foundations were added and minor wordsmithing to the syllabus – A motion to approve the changes was made by Wally-Jean, seconded by Nash, and approved by the committee.
* NURS 6130 (Evaluation of Learning): objectives were updated as they examine all types of evaluations and not just student ones - A motion to approve was made by Deckner, seconded by Dadpay, and approved by the committee.
* NURS 6310 (Resource Management): this is a new course developed by the School of Nursing; it combines human resource type management and finance in hospitals into one courses; it will also replace one of the existing courses – A motion to approve the course was made by Dadpay, seconded by Wally-Jean, and approved by the committee.
* NURS 5400 (Advanced Pharmacology): Course description added diverse patients, course objectives #3, added diverse populations, added objective #6, which is a technological objective, added a technology assignment – A motion to approve the changes was made by Dadpay, seconded by Hong, and approved by the committee.
* Nursing 5600 (Health Policy): objective #2 added an ethical foundations component, objective #5 added technologies to pull the threads together – A motion to approve the changes was made by Dadpay, seconded by Nash, and approved by the committee.
* NURS 5410 (Advanced Pathophysiology): courses description added human physiology and community because the focus of the course is on the community and not just the individual. Objective 1 changed common health states to select altered health states. Added objective #2 to reflect genetics and genomics, and objective #7 Changed discuss to analyze. Objective 8 added for ethics thread. - A motion to approve the changes was made by Nash, seconded by Dadpay, and approved by the committee.
* NURS 5420 (Advanced Health Assessment): minor changes to the course description, courses hours are 2-1-3, the course number was changed from 5420, and the coursework now builds upon an undergraduate course the students would have previously taken. Objective #4 added the word diverse populations. Added objective 5 on screening tools. Rephrased objective 6. – A motion to approve the changes was made by Dadpay, seconded by Pearce-Moses, and approved by the committee.
* NURS 6140 (Transition to the Nurse Educator Role): added pre-requisites as it is a terminal course; under the grading section a journal assignment was added, which develops a self-reflection component – A motion to approve the changes was made by Pearce-Moses, seconded by Dadpay, and approved by the committee.
* NURS 6120 (Educational Strategies and Curriculum Development): This course combined two educator courses into one new one; there was a lot of duplication between the two previous courses, so it was combined into one – A motion to approve the new course was made by Dadpay, seconded by Deckner, and approved by the committee.
* NURS 5200 (Research of Evidence Based Nursing Practice): Evidence-based practice added to the course description, objective #1 added systematic reviews; objective #2 added an evidence based approach; objective #6 was a new objective related to diverse populations; objective #7 develop strategies (new objective) was added; a practice project was added since the course has a practicum component – A motion to approve the course was made by Dadpay, seconded by Pearce-Moses, and approved by the committee.
* NURS 5100 (Theory for Nursing Practice): added culture to the outline – A motion to approve the changes was made by Dadpay, seconded by Pearce-Moses, and approved by the committee.
* NURS 6100 (Principles of Leadership and Management in Healthcare Organizations): Minor changes in course description. Added culture and ethical frameworks to objective #2.Eliminated pre and co req.

The committee agreed that items such as course objectives, learning outcomes, and wordsmithing to syllabi did not need to be approved by the Graduate Affairs committee. The committee did indicate major changes to course descriptions and titles, and the addition or deletion of courses would need to be approved by the Committee. A memo summarizing proposed changes should accompany any of the aforementioned change requests that involve more than one course. The by-laws subcommittee will prepare a policy statement for review at the next Graduate Affairs Committee meeting. This policy statement will detail the documentation that needs to be presented with any course proposal requests.

Meeting adjourned at 3:10 p.m.

Respectfully Submitted by Elizabeth Taylor