

# LONGWOOD



## GRADUATE COUNCIL ANNUAL SUMMATIVE REPORT

**2022-2023**

Council Members	Council Meeting Dates
Business Administration Dr. Adrienne Sudbury <i>Term: 2021 - 2024</i>	<i>Tuesday, 3:30 to 5:00 p.m.</i> August 23, 2022
Communication Sciences & Disorders Dr. Alison King <i>Term: 2020-2023</i>	September 20, 2022
Counselor Education Dr. Marsha Rutledge <i>Term: 2021-2024</i>	October 18, 2022
Education/Educational Leadership Dr. Sarah Tanner-Anderson <i>Term: 2021-2024</i>	November 15, 2022
Education/Health & Physical Education Dr. R. Dan Michael, <i>Faculty Senate Representative, Term: 2022-2025</i>	January 17, 2023
Education/Special Education Dr. Kat Alves, <i>Chair</i> <i>Term: 2021-2024</i>	February 21, 2023
Graduate Student Association Courtney Hooker <i>Term: 2022-2023</i>	March 21, 2023
Greenwood Library Ms. Tammy Hines <i>Term: 2022-2025</i>	April 18, 2023
Reading, Literacy & Learning Dr. Angelica Blanchette, <i>Vice Chair</i> <i>Term: 2020-2023</i>	<del>May 11, 2023</del> <i>Graduate Retreat - Postponed to Fall</i>
School Librarianship Dr. Jen Spisak <i>Term: 2020-2023</i>	

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## Council Sub-committees

- Executive Council (Chair: Kat Alves)
- Faculty & Student Awards (Tammy Hines)
- Symposium (Jen Spisak)
- Policy (Alison King)
- Student Support, Advocacy & Equity (SSAE) (Marsha Rutledge)

## Ongoing reports shared monthly

- Graduate Curriculum Committee
- Faculty Senate
- Graduate Student Association

## Summer 2022 work

- Policy workgroup completed revisions to FPPM supervision language -submitted to Council for discussion in October
- Policy workgroup will continue working on FPPM faculty designation language
- Student & Faculty Awards workgroup proposed revisions to awards and award procedures -submitted to Council for discussion
- Symposium workgroup compiled a manual

## Reports

- BOV report generated by CGPS on Longwood Graduate Studies -Dean Perry shared with BOV September 9, 2022

## Action Items

- Policy: Council's role in shared governance with respect to faculty load was tabled for 2022-2023 to provide new deans with time to review data, class sizes, etc. and analyze fiscal viability. (August)
- Awards: Proposed revisions approved (September)
- Policy: Commencement policy participation language updates approved (November)
- Policy: Course Repeat policy updates approved (January)
- Policy: Academic Warning & Dismissal policy updates approved (January)
- Policy: Grading update approved (February)
- Awards: New awards for 2023-2024 approved (March)
- Elections: Alison King elected Council Chair and Kat Alves elected Vice-Chair for 2023-24 (April)

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## Guest Speakers

- Jennifer Beach (September) -Canvas plagiarism module available, endorsed, and recommended for inclusion in research courses
- Dianna Baldwin (October) -Writing Center will take over the Graduate Arm; Dianna & Abby will serve graduate students and welcome collaboration
- Susan Hines (November) -FERPA
- Jenny Retallick CAPS (April)

## Discussion Items

### August:

- Summer workgroups (accomplishments noted above)
- Plagiarism module (will invite Jennifer Beach as guest speaker)
- Meeting format (unanimously agreed on Zoom)
- Writing Center (huge and sincere thanks to Dr. Chene Heady for establishing the Graduate Writing Center!)

### September:

- Interest in Graduate Orientation/101 Canvas module
- Program areas thanked for productive meetings with David Shoenthal
- Policy group targets include FPPM supervision language and catalog section on the Honor System, as well as program dismissal language (specifically CSD & MBA)
- SSAE committee's current focus is students of color; an additional arm is needed to take on additional advocacy items (e.g., Grad 101 module)
- FPPM supervision language

### October:

- Graduate assistantships -changes to compensation
- Student activity fee -consider a flat fee
- Commencement -indoors, hooding, department groups, December ceremony
- Council targets based on Kat Alves review and updates to Task Force items
- Sub-committees have additional faculty membership -Thank you Dean Perry
- Awards is advancing new process for nominations
- Symposium has secured ForagerOne, April 29th, and space in Upchurch
- Policy group working on: Supervision, Faculty Designation, Repeat Courses, Honor Board, Commencement, and Pass/Satisfactory Pass/Not Pass
- SSAE's fall focus is mental health and spring will be career; Kat Alves will solicit faculty for an additional Student Advocacy subgroup
- Catalog vs. Program Handbooks -uncertainty over enforceability of program policy in handbooks
- FPPM supervision language

### November:

- Repeat Policy -automatically allowing three retakes (January vote)

### February:

- Gift for Dr. Heady
- May Graduate Retreat

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- Assistantship changes
- Commencement changes
- Calendar changes
- Preliminary AACSB accreditation report is positive
- Teacher of the Year Event
- Registrar has concerns with recent updates to commencement participation policy

March:

- Subgroup will be formed to discuss graduation ceremonies

April:

- Recap of actions and accomplishments

May -*Graduate Retreat postponed until August*

Special Thank You to Kate Morgan for her support with meeting minutes and record keeping in Canvas.

Respectfully compiled by:

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Pronouns: she/her/hers