

Graduate Council

Agenda

January 17, 2023

11:00 a.m. – Hermann Hall Boardroom

1) Review minutes from the 11-15-22 meeting

2) Reports

- a) Update on Physician Assistant Program development
- b) Discussion of Graduate Assistant program and process

3) Old Business:

- a) Deletion of M. Ed in Reading
- b) MAT Program in Secondary/P-12 Education (tabled until February meeting)

Next Meeting: Tuesday, 2/21/23 at 11 a.m.

*Agenda items for the 2/21 meeting will be due on **Friday, 2/17 noon***

Graduate Council
Minutes of November 15, 2022

Dr. Slade called the meeting to order. In attendance were: Carolyn Stufft, Joyce Heames, Alan Hughes, Nancy Mercer, Laurence Baines, Naomi Lee (MBA student), Basil Englis, and Andy Bressette.

Physician Assistant Program

Dr. Slade provided an update on the Physician Assistant program development. We are currently interviewing consultants, completing further work on the feasibility study, and working toward officially starting the provisional accreditation process with ARC-PA this December or January.

New Business

Minutes from October 27, 2022 were approved.

Deletion of M.Ed. in Reading

Dr. Hughes introduced a proposal to delete the M.Ed. in Reading, which was approved by the Charter School of Education and Human Sciences at its October meeting. The program has not matriculated students in more than ten years.

Discussion of Graduate Programs

This was not an item for formal business, but the Council engaged in a brief discussion of graduate programs and whether we should consider moving all of the Education graduate programs to an online format. Dr. Hughes noted that we are not sure if we will have access to satellite campuses moving forward. Dr. Bressette asked if we have been approved by the Department of Education for a fully online format.

Old Business

Graduate Commencement

The Council discussed whether or not Graduate Commencement should be moved to Thursday rather than Friday. The decision was made to leave it as originally scheduled, for Friday, May 5, 2023. Note that this year the Campbell and Charter ceremonies are once again combined into one, rather than the separate ceremonies that we observed during the pandemic. The College Chapel has been reserved for the ceremony.

CSOB – Graduate Catalog Changes

As a point of clarification, this item was on the November 15 agenda as Old Business, but first reading was waived and the motion was approved the October 27 meeting of Graduate Council.

MAT Program

The motion to approve changes to the MAT in Secondary/P-12 Education was tabled until either the January or February meeting of Graduate Council.



Graduate Assistant Form

[RETURN TO PORTAL](#)

Application for Graduate Assistant

Student ID: 487465

Student Name: Nick McGee

Graduate Program: Graduate Business

Experience: Continuing Graduate Assistant

Academic Year: 2019-2020 - Spring (2020)

Current Enrolled Hours: 6.00

Area of Position: Provost

Position Location	Site Supervisor	Tuition Rem Hours	Tuition Account	Work Account
Campbell School of Busines	Nancy Mercer	6.00	1-1-96640-9014	1-1-91142-9011

Comments:

Action: Submit

Name: Nancy Mercer

Date: 12/02/2019 03:30:54 PM

Graduate Student Terms and Conditions

Tuition

I understand that I will receive a full tuition scholarship for no more than 18 credit hours per year. I also understand that I must maintain at least a 3.0 GPA, receive satisfactory performance reviews from the supervisor of my Graduate Assistant work, and I must comply with the regulations of the Berry College Viking Code. I also understand that my progress will be assessed at the end of each semester and the tuition scholarship will automatically be continued for the next term until I complete the program, as long as I meet the conditions stated above.

I understand that if I am interested in receiving student loans, other paperwork will be necessary, and I will contact the Office of Financial Aid to determine what other paperwork may be needed.

Work

I understand that I will receive the prevailing hourly compensation for graduate assistants for up to 20 hours a week (including break periods when authorized).

I understand that I am required to complete the following paperwork (one time only): Tax Forms (I9*, G4, W4) in the Office of Student Work and Experiential Learning (Federal Law requirement. Enables Student Work to add you to the payroll database so that you will receive a paycheck). *Requires Driver's License & original Social Security Card (or passport).

I certify that by submitting this form I confirm that I agree to the terms of this agreement.

Action: I Accept the Terms and Conditions

Name: Nick McGee

Date: 12/02/2019 03:54:32 PM

VP Approval of Graduate Assistant

Action: Approve Application

Name: Mary Boyd

Date: 12/02/2019 05:02:40 PM

Student Financial Services

Per credit hour tuition rate: 670.00

Remission hours: 6.0

Total: 4020

Action: Approve Application

Name: Alice Shiflett

Date: 12/03/2019 08:13:45 AM

Student Financial Services Approval

Action: Approve Application

Name: Kim Melton

Date: 12/03/2019 08:16:19 AM

Berry College Curriculum Form for Majors/Minors

Instructions: Use this form to add, delete or change a major.

1. Action: <div style="text-align: center;">D</div> <small>(Add /Change/ Delete)</small>	2. School EdHS <small>(BUS, EdHS, EHSS, MNS)</small>	3. Major code 934	4. Major title M.Ed in Reading
5. List courses required for major (if major is new). If adding or deleting courses to a major or minor already in the catalog, just list the courses to add or delete. Deleting major but courses should remain active.			
6. Hours /number of courses 34 hours		7. Comments (attach additional documentation if needed) These courses should stay on the books because they are tied to other majors. The M.Ed in Reading needs to be deleted from the catalog and will be deleted with the Georgia Professional Standards Commission.	
8. Library Resources adequate Approved: _____ <div style="text-align: right;">Director, Memorial Library</div>			
9. Submitted by: (please print or type) <div style="display: flex; justify-content: space-between;"> LA Bairner 10/4/22 </div> <div style="display: flex; justify-content: space-between;"> Name Date </div>		10 Approved by: (Dean of School) <div style="display: flex; justify-content: space-between;"> 10-4-22 </div> <div style="display: flex; justify-content: space-between;"> Name Date </div>	
11. Date Submitted to Academic Council			

Registrar's Use Only

23. Major Department	24. School	25. CIP Code	26. Last reading date Approved? Y/N, Date	Effective year/term Inactive date: _____
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Revised 1/12/12