I. CALL TO ORDER

II. APPROVAL OF AGENDA

III. CHAIR’S UPDATE
   A. Comprehensive Program Review

IV. NEW BUSINESS (Click code to access curriculum forms)
   A. College of Education
      Department of Teaching and Learning
      Information Item:
      Collaborative MAT Program

   B. College of Liberal Arts and Social Sciences
      Department of Writing and Linguistics
      New Course:
      WRIT 5231G  Advanced Screenwriting

      Department of Psychology
      Course Revision(s):
      PSYC 7235  Group & Family Therapy
      PSYC 7433  Foundations & Skills II

      Program Revision:
      DPSYCP-PSYC  Clinical Psychology Psy.D.

   C. Jack N. Averitt College of Graduate Studies
      Information Item:
      International Transcript Evaluations

V. OLD BUSINESS
   A. Prior Learning Assessment Update

   B. Discussion of Degree Description

   C. Curriculum Inventory Management Update

VI. ANNOUNCEMENTS

VII. ADJOURNMENT

*Graduate Committee meetings are recorded.*
MEMORANDUM

DATE: August 17, 2016

TO: Dr. Tina Butcher
Interim Provost and Vice President for Academic Affairs
Columbus State University

FROM: John Micheal Crafton, Ph.D.
Interim Executive Vice Chancellor and Chief Academic Officer

RE: Collaborative MAT Program

We are in receipt of the request to formally disband the collaborative online MAT program with Columbus State University, Valdosta State University, and Georgia Southern University. Based on your letter there are no students enrolled from Valdosta State University and Georgia Southern University. Columbus State University was the lead and continues to have students enrolled in its program. As of August 16, 2016, the collaborative online MAT program is officially disbanded.

Cc: Dr. Marti Venn
    Dr. Marci Middleton
    Dr. Angela Bell
    Dr. Brian Gerber
    Dr. Jean Bartels
    Dr. Bob Micheal
referred to the department for reconsideration and a new admissions recommendation.

The College of Graduate Studies will refuse admission to applicants whose files are incomplete after the beginning of the semester of expected matriculation and when the applicants have not requested deferrals to future semesters. The application and supporting documents become the property of the University and cannot be returned or forwarded elsewhere.

Domestic (U.S. Citizens and Resident Alien) Applicants

Must fulfill the following requirements.

- Submit a completed on-line Graduate Application for Admission Form.
- Pay the $50.00 non-refundable application fee (subject to change).
- Submit official transcripts from each college or university previously attended. Transcripts must be designated as official and sent directly from the institution(s) previously attended to the Office of Graduate Admissions. Transcripts marked “Issued to Student” will not be accepted as official. Applicants who have attended Georgia Southern University are not required to submit official Georgia Southern transcripts. Applicants who attended foreign institutions not regionally accredited by a US regional accrediting body are may be required to have transcripts evaluated by a member of the National Association of Credential Evaluations Services, Inc. (NACES).
- Provide official test scores as required for the selected program. Scores must be within the last five years (two years for the TOEFL/IELTS) and sent directly from the testing agency to the Office of Graduate Admissions.
- Submit the Certificate of Immunization Form. (Not required for applicants in fully on-line programs.) This form should be completed and sent directly to the Office of Health Services.
- Provide other documents as required by the department, college, or program. These may include letters of reference, personal statement, or letter of intent. See http://cogs.georgiasouthern.edu/ for information on program specific requirements.
- Applicants who are applying for a graduate assistantship must complete the Graduate Assistantship Application.

International Graduate Applicants

All international students admitted to the College of Graduate Studies must demonstrate the same level of achievement as U.S. students. They must have an outstanding undergraduate record, have the demonstrated ability to do graduate work, and give evidence of language proficiency sufficient for the pursuit of a graduate degree. International applicants must qualify for “Regular” admission and may not be granted “Provisional” admission. International applicants are not granted non-degree admission status unless holding an immigration status that permits non-degree admission. Questions about the qualifications of international students should be directed to the College of Graduate Studies.

International applicants for admission to the COGS must submit the following:

- Completed on-line Graduate Admission Form.
- $50.00 non-refundable application fee (subject to change).
- Certified copy of diploma and certified English translation of diploma. This must be sent directly from the institution(s) previously attended to the Office of Graduate Admissions.
- Certified original and English translations of transcripts. Transcripts designated as official must be sent directly from the institution in a sealed envelope to the Office of Graduate Admissions. Transcripts marked “Issued to Student” will not be accepted as official. Applicants who have attended Georgia Southern University are not required to submit official Georgia Southern transcripts. Applicants are may be required to have transcripts evaluated by a member of the National Association of Credential Evaluations Services, Inc. (NACES).
- Official test scores as required for the selected program. Scores must be current, within the last five years, and sent directly from the testing agency to the Office of Graduate Admissions.
- Official TOEFL or IELTS scores not more than two years old.
- SEVIS Data Form. This form should be completed and sent directly to the Center for International Studies.
- Certified Bank Statement (not more than six [6] months old) confirming finances. (See page 1 of the SEVIS Data Form for specifications.) This statement should be completed and sent directly to the Center for International Studies.
- Other documents as required by the department, college, or program. These may include letters of reference, personal statement, or letter of intent. See http://cogs.georgiasouthern.edu for information on program specific requirements.
- Applicants who are applying for a graduate assistantship must complete the Graduate Assistantship Application.

International applicants admitted must submit the completed Certificate of Immunization Form to the Health Services Office to be eligible to register for classes.

Credentials evaluated by any U.S. agency that is a member of the National Association of Credential Evaluation Services, Inc. (NACES) may be presented. The evaluation must be sent directly from the agency to the Office of Graduate Admissions. Three such agencies are:

Joseph Silny and Associates, Inc.
International Education Consultants
7101 WS 102 Avenue
Miami, FL 33173
(305) 273-1616
Fax (305) 273-1338
Email: info@jsilny.com
http://www.jsilny.com

World Education Services
P.O. Box 5087
Bowling Green Station
New York, NY 10274-5087
(212) 966-6311
Fax: (212) 739-6100
Email: INFO@WES.ORG
http://www.wes.org/

Lisano International
PO Box 407
Auburn, AL 36831-0407
(334) 745-0425
Fax: (334) 745-0425
Email: LisanoINTL@AOL.com
http://www.LISANO-Intl.com

Graduate Admission Test Score Requirements

Depending on the graduate program for which the student is applying, one of the following standardized admission tests will be required: GMAT, GRE, MAT or GACE. Standardized admission tests are listed among each program’s itemized list of requirements for admission. To determine which admission test is required for each program, review the admission requirements on the program’s webpage. Test scores must be sent from
Prior Learning Assessment Policy

Georgia Southern University graduate programs may offer students an opportunity to obtain select graduate credit by Prior Learning Assessment (PLA). For programs opting-in, PLA is the means by which university credit can be awarded for learning gains resulting from experiences outside of the traditional university milieu. A maximum of 9 credit hours may be earned via PLA, with the total number of PLA credit hours earned and credit hours transferred from another institution not to exceed 9 credit hours.

A student’s eligibility for PLA will be determined by the department chair in collaboration with the subject area program faculty and approved by the College of Graduate Studies. The department will determine the number of semester hours of graduate credit for which a student may request eligibility. A student may be deemed eligible for PLA before or within the first semester of admission to one of the University’s graduate programs. Note: Eligibility for PLA does not guarantee program admission. Program admission and eligibility for PLA are separate and distinct decisions.

If deemed eligible for PLA, the student must pay a nonrefundable PLA evaluation charge to the Cashier’s Office in Deal Hall. Graduate credit earned by PLA will be considered resident credit. A grade of “B” or better on any and all assessments is required to receive graduate credit. Graduate credit earned by PLA will be noted as “K” on a student’s Georgia Southern University transcript. Program faculty will determine the appropriateness of accepting PLA for their individual degree programs. Program faculty may also specify courses to be excluded or included for possible PLA credit.

Prior Learning Assessment Procedures

The procedure for seeking PLA credit is as follows:

1. Student petitions the department chair of the subject area before or within the first semester of program admission for an opportunity to demonstrate competence in the learning outcomes associated with a particular course or set of courses listed in the University’s Graduate Catalog.

2. The department chair or his/her designee will provide guidance to the student regarding how competence must be demonstrated, the acceptable timeframe for demonstrating competence, and the process of review (previously determined by department chairs in conjunction with program faculty members).

3. If the petition is approved, the eligible student will pay a PLA evaluation charge and obtain a receipt from the Cashier’s Office.

4. The student submits evidence of competence in the form and within the timeframe acceptable to the faculty of the program from which credit is
sought. The evidence appropriate for each course under consideration for PLA will be determined by program faculty. Options include but are not limited to portfolios, exams, digital badges, or other means consistent with the learning outcomes of the course or courses at the program discretion.

5. The program faculty members will determine acceptable dates of evidence submission for each course or set of courses for which credit is sought via PLA.

6. The student will receive notification of performance results within 20 business days of submitting evidence.

7. Students may appeal PLA decisions by following the procedures established by the university grade appeal process.