

Fall  
2018



COLLEGE OF EDUCATION AND HEALTH PROFESSIONS

# Graduate Studies Update

## COEHP Graduate Studies Landing Page to be Updated

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The landing page for COEHP Graduate studies will be updated this semester. You can find it at <https://coeHP.columbusstate.edu/grad-studies/index.php>. On the page, you are able to access the following:

- Links to Departments and Graduate Programs
  - News and Events Related to Graduate Studies
  - The COEHP Graduate Studies Handbook and Petition to Appeal Form
  - Archived COEHP Graduate Newsletters
  - Testimonials from Graduate Students
  - Videos Highlighting the COEHP Graduate Studies and Events
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## Responsibilities of the COEHP Graduate Council

The COEHP Graduate Council reviews

- Appeals from students who wish to be readmitted to a program after exclusion
  - Appeals from students who are denied admission to a program
  - Exceptions to graduate policies
  - Changes in admission requirements to programs (These also go to University Graduate Council)
  - New Program Proposals (Informational) ( New Proposals will also go to University Graduate Council)
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2018-2019

## Members of the COEHP Graduate Council

- Rick Gardiner, TED
- Saoussan Maarouf, TED
- Gwen Miller, SON
- Sherika Derico, SON
- Brian Tyo, KHS (Dean Appointed)
- Alicia Bryan, KHS
- Joy Thomas, KHS
- Jennifer Brown, Doctoral Program
- Sonny Waller, CFL
- Mike Baltimore, CFL

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## Graduate Faculty Membership

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Graduate Faculty Membership is awarded to CSU faculty who are recommended by their Department Chairs and Deans and approved by the Graduate Council. Faculty may be granted full, associate, or provisional status based on qualifications that are consistent with SACSCOC guidelines and are identified in the document *Qualifications for Graduate Faculty Membership*. Only faculty who have been approved for Graduate Faculty Membership are eligible to teach graduate level (5000G and above) courses.

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## Qualifications for Full Graduate Faculty Membership

Full Graduate Faculty are faculty members employed at Columbus State University, recommended by the department chair and College Dean and approved by the Graduate Council. Full Graduate Faculty must meet the following criteria:

- hold **full-time appointment** at the rank of assistant professor or higher at the university;
- hold an earned doctorate/terminal degree in the teaching discipline or a related discipline; or, if the terminal degree is in an unrelated discipline, there must be a **minimum of 18 semester hours of graduate coursework** related to the course(s) in which the faculty member will be teaching;
- have a **record of effective teaching at the university level**; and
- have documented evidence of **recent (within last 5 years), ongoing (across multiple years), and productive scholarly/research achievement or creative endeavors at the national or international level**. Scholarly/research achievement must include at least one publication in a refereed scholarly journal and also be supported by presentations at regional, national, or international conferences. Scholarly work that has not yet been published will not be considered as evidence. Exceptions will be made when documentation is provided that a scholarly work has been accepted for publication. Examples of additional forms of scholarship include external grants, accreditation or technical reports, books, and book chapters.

Appointment term: **Three-year renewable term**

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## Do You Know the Following Graduate Academic Regulations?

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### Withdrawal Date on Academic Calendar

If a student withdraws past the Deadline for Withdrawal date, he/she will receive a **WF** in the course. Graduate school does not have grade forgiveness and the **WF** will always be computed as a failing grade in your overall GPA and can only be removed by appeal.

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### Required Academic Standing for Graduate School

Students enrolled in a degree program must maintain a minimum graduate overall grade point average of 3.0 for the masters and specialist degrees and a 3.25 for the Doctor of Education. The overall GPA of **3.0** also applies to undergraduate courses which are required in some graduate programs.

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### Number of “C’s” Allowed in a Program

A maximum of two courses with a grade of “C” may apply to a masters degree. A maximum of one course with a “C” may apply to a specialist or doctorate degree.

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### Repetition of Courses

If a student earns more than the allowable “C’s” or below in a program, he/she may be able to repeat the course with the program’s approval.

Students repeating a course for which credit of a “C” or below has already been earned will forfeit the previous credit hours for that course ; however, the previous credit grade points will be computed into the overall average.

Unlike undergraduate regulations, there is no grade forgiveness at the graduate level. **No more than two courses may be repeated and for no more than one time each.**

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# Graduate Studies Update

## CSU Resources Available to Support Faculty Research, Scholarship and Creative Endeavors

**Office of Institutional Research and Effectiveness:** The Office of Institutional Research and Effectiveness conducts research and analysis about the university's students, faculty, staff, and programs. Data available include official enrollment information, graduation and retention information, historical data, course information, and other statistical data <https://ir.columbusstate.edu/> .

**Faculty Center for the Enhancement of Teaching and Learning:** The Faculty Center serves as a hub for promoting faculty development and offers a variety of webinars and workshops, including *Funding Your Research and Creative Activity* and *Taking Care of Human Subjects: Your Students*. The Faculty Center also sponsors *Interdisciplinary Initiative Grants* which include stipends of \$1000 to faculty from two or more academic departments for interdisciplinary projects <https://facultycenter.columbusstate.edu/commonroom.php> .

**Institutional Review Board:** Current IRB applications, examples, and detailed information about conducting human research can be found on this web page, <https://aa.columbusstate.edu/research/irb/index.php> .

**Office of Sponsored Programs:** The Office of Sponsored Programs assists with proposal research and development, financial guidance, administrative oversight and other research administration support services to faculty, staff, and students who pursue and receive grant and contract awards <https://grants.columbusstate.edu/> .

**Sabbatical Leave Awards:** Sabbatical leaves may be granted to faculty who meet the published criteria so that the faculty member may devote time and energy to research <https://faculty.columbusstate.edu/handbooks/faculty-handbook/faculty-development.php#a> .

**Junior Faculty Research Accommodations:** In some cases, junior faculty may negotiate for research accommodations, which are generally governed at the college level at CSU. Examples of the kinds of accommodations the university grants include support for summer research programs, reduced teaching loads during the academic year, subsidizing laboratory costs, and others. Junior faculty interested in exploring research accommodations not specifically covered in this section of the handbook should consult with administrators in their college <https://faculty.columbusstate.edu/handbooks/faculty-handbook/faculty-development.php#a>.

**University Grants:** The University Grants Program provides funding for faculty activities related to research, professional development and scholarship [https://aa.columbusstate.edu/univ\\_grants.php](https://aa.columbusstate.edu/univ_grants.php) .

**Internal Grants:** Internal grants are available to faculty and students for scholarship, creative endeavors and research <https://aa.columbusstate.edu/grants.php> .

# RECRUITMENT GRANTS

The Graduate School sets aside a portion of its budget to provide small (up to \$500) grants to support the recruitment efforts of programs or departments. Program directors, other program faculty or department chairs may apply. Grant proposals should focus on new recruitment efforts for graduate level programs. Initial submissions are due by **October 3**. Complete guidelines and the grant application are linked to <https://gradschool.columbusstate.edu/recruitment/RecruitmentGrants.php>  
Direct questions to [roberts\\_ellen@columbusstate.edu](mailto:roberts_ellen@columbusstate.edu).

## COLUMBUS STATE UNIVERSITY



# FACULTY RESEARCH CONFERENCE

**What:** For the first time, Columbus State University will host, as a part of its annual Graduate Research Conference for graduate students, a one-day **Faculty Research Conference**. This is a great opportunity for faculty and students to attend together and to support one another's research presentations.

**When:** Wednesday, November 7, 2018, 9:00 - 5:00 p.m., immediately preceding the reception and 3-Minute Thesis Competition that usher in the beginning of the conference for graduate students.

**Where:** Cunningham Conference Center at Columbus State University, Columbus, Georgia

The conference gives faculty from any discipline the opportunity to present their research through a short (up to 25 minutes with Q & A) oral presentation. While research on any topic may be presented, those in which the faculty have engaged graduate students in their research are especially valued.

## CALL FOR PROPOSALS

Faculty are invited to submit proposals (title and abstract) via the Graduate Conference website. The **deadline for submission is September 1, 2018**. Registration for the conference will be expected shortly after confirmation that the proposal has been accepted.

For additional information  
and to submit a proposal, go to:

[gradschool.columbusstate.edu/gradconference/faculty.php](https://gradschool.columbusstate.edu/gradconference/faculty.php)



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