



Annual Report from the Dean

Benjamin D. Caldwell, PhD

March 2023-March 2024

This report outlines the various activities of the College of Graduate Studies since submission of the last Annual Report in March 2023. Since these reports are due in March, this report will contain

promoting innovation, professional development, applied learning, and the betterment

The College of Graduate Studies (or simply the Graduate College) is responsible for over

administration of policies, procedures and processes needed to assist and support graduate faculty, and graduate programs at Radford University. Graduate programs exist in all colleges. Thus, the Graduate College

- Dr. Ben Caldwell, Graduate Dean
- Dr. Agida Manizade, Interim Associate Dean
- Ms. Rebecca Conner, Director of Graduate Enrollment Management and Graduate Admissions
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Table 1

Fall Graduate Applications 2020-2023										
Program	Fall 2020		Fall 2021		Fall 2022		Fall 2023		2023-2022 Change	
	Apps	Admit	Apps	Admit	Apps	Admit	Apps	Admit	Apps	Admit

Graduate Assistant Support

The Graduate College manages the administration of graduate assistantships for graduate programs and the university. Graduate Assistants provide a variety of service roles for the university, from graduate teaching fellows (GTFs) and teaching assistants (GTAs) who help in the delivery of academic programs (100 level courses), to service roles as non-teaching graduate assistants (GAs) both internally within graduate programs and externally to academic and nonacademic units across campuses. In return, graduate assistants receive a stipend; GTAs and GTFs also receive tuition assistance for up to 9 credits per semester at the in-state-tuition rate. Ms. Michele Ralston coordinates assignments from graduate programs for GTAs and GTFs and final assignments for GAs and manages hiring documentation and disbursement of funds for tuition and stipends.

The Graduate College assists with administration of assistantships and tuition assistance:

- HR and onboarding
- Payroll management,
- Notification/communication of awards
- Orientation and training for GAs/GTAs/GTFs (discipline specific training for GTAs/GTF's take place at the academic unit level).

Graduate assistantships provide financial support for graduate students, and actntsiic ()10.()10.((3428 0 Td(an)2.3 (o)

Additional GA Opportunities

During the past year, the Graduate College was able to offer additional assistance to

Continuous Enrollment	6	21	23	24	4	11	21	16
Program Change Requests	4	14	3	28	14	4	23	13
Credit Transfer Requests	0	42	20	10	8	11	24	16

student and a professio

- **GAC Bylaws**

The Graduate Affairs Council has been operating without any specified guidelines or rules governing GAC operations or procedures other than those included in t ta.9 (h)-04.9 5an if3.3 (n)1.3 (t)-2.9 (n)-0.7

Areas for Improvement

The Graduate College acknowledges that some areas need more emphasis or can be improved.

- Increased timely responsiveness to requests from students and faculty times to inquiries.
- With the ability to now implement electronic forms, many Graduate College forms can be converted for electronic submission, which will assist in improving turnaround time in processing requests.
- Graduate Admissions experienced some significant difficulties with processing late applications during August and January prior to the start of the fall and spring semester.
- Some students experienced late probation and dismissal notifications between the fall and spring semesters. This was due to staff-related issues, and some accommodations and allowances for students were needed in a small number of cases.
- The Graduate College Newsletter has been a source for communicating information on upcoming events, activities, and opportunities, as well as celebrating accomplishments and kudos for graduate students for the past several years. Due to staffing issues the newsletter has not been published regularly since the end of spring 2023.
- Even with a significant increase in professional development opportunities during the past year, only about 10% of graduate students took advantage of these opportunities. Finding ways to offer or engage more student development opportunities, or make them more accessible, particularly for online students, needs to be expanded.

Appendices

A. Recruitment Events Fall 2023 and Spring 2024

Fall 2023 Recruitment Events	Spring 2024 Recruitment Events
VCU Health Professions Fair	Univ of Richmond
RU Club Fair	NC State
RU PT/Internship Fair	Wake Forest
Elmwood Park-Alumni Event	Appalachian State
Univ of Richmond	Roanoke College Expo
JMU Grad Fair	Longwood University
VWU Grad Fair / Norfolk State Visit	Emory & Henry
Floyd County Public Library	WVU Tech
UVA Grad Fair	VMI
William & Mary Grad Fair	Roanoke College OT day
Virginia Tech Grad Fair	RUC Spring Open House
Roanoke College	Wyth Hospital
Guilford College Grad Fair	Averett College
RU Grad Fair	
Bridgewater Fair	
RUC Patrick Henry	
UNC Greensboro Table	
Hampden-Sydney	
Longwood Career Fair	
UNC-Asheville Grad Fair	
RU Parade of Tents Homecoming	
CNU Grad Expo	

B. Graduate College Sponsored/Co-sponsored Student Activities & Professional Development Events

Spring 2023	Graduate Student Appreciation Week April 3-8	Sponsor/Presenter	Event Type
4/3/2023	Afternoon Coffee for Graduate Students	Graduate College	Social
4/3/2023	Hazel Batrezchavez: When the Cicadas Sing - Art Exhibition	Art Department/Graduate Collage	Cultural Awareness/Social
4/4/2023	Mindfulness Meditation for Graduate Students	Dr. Frank Napolitano	

9/27/2023	Culturally Responsive Teaching Practices	Dr. Darryl Corey	Professional Development/ Cultural Awareness
9/28/2023	Stick With It! Applying to Grad School - Writing a Winning Personal Statement	Dr. Justin Grimes - Center for Diversity and Inclusion	Professional Development
10/4/2023	Safe Zone Level II Certification Training	Safe Zone/Graduate College	Professional Development/ Cultural Awareness
10/4/2023	Mindfulness Meditation for Graduate Students	Dr. Frank Napolitano	Wellness
10/11/2023	Afternoon Coffee for Graduate Students	Graduate College	Social
10/12/2023	How to Create Your Professional Resume and CV	Nicole Ramsey/Center for Career and Talent Development	Professional Development
10/18/2023	Graduate Student Paint Party	Graduate College	Social
10/25/2023	LGBTQ+ Dating and Domestic Violence Workshop	Safe Zone/Graduate College	Cultural Awareness
10/30/2023	APA 7/Zotero/Citation Support	McConnell Library	Professional Development
11/8/2023	Afternoon Coffee for Graduate Students	Graduate College	Social
11/15/2023	Mindfulness Meditation for Graduate Students	Dr. Frank Napolitano	Wellness

Ending publishing opportunities over 1.04 die7WBTO Tc 6 1333-2.9 (e)-3fae760.

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2/26/2024	Inclusive Citations: Amplifying Marginalized Voices	McConnell Library	Professional Development/ Cultural Awareness
3/6/2024	Afternoon Coffee for Graduate Students	Graduate College	Social
3/13/2024	Mindfulness Meditation for Graduate Students	Dr. Frank Napolitano	Wellness
3/13/2024	FREE Professional Headshots	Radford University	Professional Development
3/13/2024	Career Fair	Center for Career and Talent Development	Professional Development
3/16/2024	International Culture Night	McGlothlin Center for Global Education and Engagement	Cultural Awareness/Social