

**GRADUATE ADMINISTRATORS' COUNCIL MEETING**  
**Thursday, February 11, 2021**  
**8:30 – 10:30 am**

**via Zoom Meeting ID:**

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**Attendees:** Robert Wojtowicz, Bryan Porter, Missy Barber, Genny Conwell, Bill Heffelfinger, Craig Bayse, Dale Miller, David Chapman, Jane Dane, Karen Eck, Khan Iftekharuddin, Lamar Reams, T

System. Council was reminded that this originated out of the need to track the number of graduate assistant positions more accurately. Missy Barber will email the RSVP link next week.

### **Forms & Policies Committee**

**Graduate Credits by Transfer:** This transfer policy was edited after it was approved, and the new language was provided during the meeting for review. Clarification was provided about credits that can be used from conferred degrees or certificates obtained from other Universities. There was open discussion about this new language and how experiences gained in these courses may be evaluated with a Prior Learning Assessment (PLA) through the department of Continuing Education. Council was also informed that this process requires a fee from the student. A motion to approve the new language to this policy was passed approved.

**Graduate Appeals Committee Tie Votes:** Council was informed of an issue that resulted in a tie vote by the Appeals Committee and the recommended resolution from University Counsel was provided. Bryan Porter asked if language needed to be added in the catalog regarding this resolution. There was open discussion regarding why a seventh Appeals Committee member was not added in this situation. Because this is a rare occurrence, it was decided that the language of a tie vote by the Appeals Committee should be added to the catalog.

Concerns were raised with investing in another software due to current constraints on resources and redundancy in services already provided.

This led to a discussion about the Grammarly software, which is a similar but advanced version of spell and grammar check provided by Microsoft. Robert Wojtowicz and Stuart Frazer were tasked with investigating the Grammarly subscription. It was reported that the annual cost of Grammarly is about \$60,000 and that the ODU Engineering and Athletics departments already have a limited subscription. There was open discussion about the benefits of purchasing and using Grammarly and its overall effectiveness. Advantages and disadvantages were provided, and Council was informed that the Writing Center is not enthusiastic about utilizing this software. This discussion was concluded by notifying Council that ODU will receive a free trial of Grammarly for one course during the spring 2021 to measure student usage and responses. These findings will be provided in a report and Robert Wojtowicz requested the assistance of Tisha Paredes for this study.

### **Other Topics for Discussion**

**Faculty Senate Updates:** Wie Yusuf informed Council that the Faculty Senate approved the revisions to the Graduate Certification Policy, and a request was sent to the Provost to extend the deadline. Robert Wojtowicz was asked to follow up on this request.

### **Next Meeting**

The next Graduate Administrators' Council Meeting is scheduled for Thursday, March 8, 2021 from 8:30 am – 10:30 am.

Meeting adjourned.