

**Approved Minutes  
Graduate Council  
Meeting  
October 6, 2006**

**Faculty Members Present:** D. Cannon, C. Coviak, S. IsHak, L. Konecki, M. Luttenton, P. Parker, J. Ray, R. Wilson

**Absent:** S. Berlin, C. Grapczynski, D. Ross

**Elected Student Representatives Present:** T. VanHaitsma

**Absent:** Ruqaiyah Rogers

**Ex-Officio Student Representatives Present:** N. Farr, K. Drake

**Administrative Ex-Officio Present:** C. Bajema, B. Cole, I. Fountain, N. Giardina, T. James-Heer, P. Kimboko, S. Lipnicki

**Absent:** W. Widmaier

**I. Call to Order**

**Action:** D. Cannon called the meeting to order at 9:43 AM.

**II. Approval of Agenda**

**Action:** J. Ray moved to approve the agenda. R. Wilson seconded. Agenda approved.

**III. Approval of Minutes of September 22, 2006**

**Action:** R. Wilson moved to approve the Graduate Council minutes of September 22, 2006, with corrections. C. Coviak seconded. Minutes approved.

**IV. Report of the Chair**

D. Cannon noted that President Haas was quoted in the Grand Rapids Press, using incorrect data with regard to the number of graduate students at GVSU. The President hopes to increase the number of graduate students from 3,000 to 5,000 students. D. Cannon wants to ensure that the President is given accurate information regarding graduate student numbers.

The electronic curriculum submission site is down and is being worked on.

The GC's next meeting is November 17<sup>th</sup>.

**V. Report of the Dean**

P. Kimboko reported that Institutional Analysis puts the unduplicated head count of grad students at 6,600.

**Update on NCA**

P. Kimboko was asked to serve on NCA Self Study "Challenges and Concerns Subcommittee." The NCA listed six areas of concern, with graduate education and sponsored research as one. P. Kimboko was charged with writing the university report on Challenge No. 4 (see Dean's Report handout). P. Kimboko will provide the GC with the criteria of what the university is being evaluated on upon request. She noted that Dr.

Robert Appleson, the NCA consultant, wants to look at measurable objectives, and to consider such things as how majors, programs, and degrees are counted.

There is no one on the Assessment Committee representing graduate education. The NCA is concerned with graduate faculty qualifications and will be studying that area as well.

NCA will visit in the fall of 2008. Eleven people will be at GVSU for three days, each with a specific assignment. The team will include a graduate dean.

### **Programs/Degrees**

The GC discussed how programs and degrees are counted at GVSU. P. Kimboko noted that GVSU offers a range of 46 graduate degrees, although the number is officially given as 27 graduate degrees, and 46 programs. Other universities would count programs and majors as degrees themselves, rather than being emphases in a broader degree category.

P. Kimboko discussed the charts on her report. She asked colleges to look at their enrollment for a full year vs. fall, and how much they offer in the summer. She noted that the numbers of faculty teaching graduate courses includes 188 tenured, tenure-track, and 133 adjuncts. The NCA questioned this concern.

P. Kimboko invited GC members to send her comments re. the NCA.

### **VI. Report of GPSA**

**Action:** R. Wilson motioned to modify the agenda to have the GPSA report as the next item. J. Ray seconded. Motion passed.

T. VanHaitsma reported that the grad student social was held on Friday, Sept. 29. Thirty-eight people attended.

The deadline for mini-grants is October 13<sup>th</sup>. There has been a good response, particularly from KCON students. The October GPSA newsletter will be distributed mid-month. The officers are working on tentative budget for the organization. The Student Senate asked GPSA to see if there is graduate student interest in such programs as alternative spring break.

The GC discussed the difficulty GPSA has reaching all grad students. Suggestions were made, including having a separate URL, and having physical location for grad students to meet.

T. VanHaitsma noted that the newsletter includes activities such as Toastmasters, network for young professionals, and other community activities. However, only 3-4 GPSA members meet on a regular basis. Michele Burke and Steven Lipnicki are the advisors, but there is no faculty advisor.

N. Giardina suggested that grad programs could be approached to commit funds, for example, \$500, to GPSA on a yearly basis as it would be a benefit to have graduate faculty supporting it.

**Action:** C. Coviak motioned to call to question that GC Chair David Cannon attend the next Graduate Directors meeting on October 20 to present the case for colleges and graduate programs to provide a financial commitment to GPSA, and to address the deans for the same. L. Konecki seconded. Motion passed.

### **VII. Report of the Curriculum Subcommittee**

C. Coviak reported that the GC-CC met briefly after the last GC meeting and met today. The primary agenda item is to develop white paper. They have looked at a variety of resources that discuss the desired outcomes of graduate education both at masters level and above. The next meeting is October 20 at 9 AM in 303C DEV. A draft will be ready by the end of that meeting so that it will be ready for the next full GC meeting.

C. Coviak has been monitoring the curriculum submission website, but there have been no graduate proposals to review. N. Giardina recommended contacting Lisa Haight. There is still a problem with courses that come with a range of credits.

### **Update on Electronic Submission**

N. Giardina reported that the electronic process had been pilot tested, and glitches were expected. There are only two people working on the submission system, and they have other duties as well, so the problems have yet to be corrected. She would welcome the GC to put its support behind hiring more people.

**Action:** L. Konecki motioned that the GC send a recommendation to Nancy Giardina, that the university improve its curriculum submission process as quickly as possible so GC can do its curriculum work in a timely fashion so it can get into the revised catalog schedule. J. Ray seconded. Motion passed.

### **Report of the Policy Subcommittee**

M. Luttenton reported that business was conducted via email regarding the certificate program document. He noted this geared toward certificates under GVSU auspices rather than external accreditation issues. S. IsHak suggested this be put in an addendum.

Existing certificate programs will not need to be resubmitted. There is an expectation that they meet the standards and guidelines of the proposed policy. R. Wilson suggested an addendum be included that existing programs are grandfathered in.

**Action:** S. IsHak motioned to approve the graduate certificate policy document so that it can be distributed. C. Coviak seconded. Motion passed.

### **Motion to Adjourn**

**Action:** L. Konecki motioned to adjourn. J. Ray seconded. Meeting adjourned at 11:15 AM.

Minutes approved at November 17, 2006 Graduate Council meeting.