

**Approved Minutes  
Graduate Council  
March 14, 2008  
303C DEV**

**Faculty Members Present:** J. Biese (for C. Grapczynski), D. Cannon, C. Coviak, S. Hipp (for D. Armstrong), P. Jorgensen, V. Long, M. Luttenton, P. Ratliff-Miller, R. Smith-Colton, M. Staves, R. Wilson

**Absent:** D. Armstrong, C. Grapczynski, C. Long, D. Ross

**Elected Student Representatives Absent:** C. Teerling, K. Wildeboer

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

**Ex-Officio Students Present:** G. Baraza

**Guest Present:** P. Schafer

**I. Call to Order**

M. Luttenton called the meeting to order 9:09 AM.

**II. Approval of Agenda**

**Action:** R. Wilson moved to approve the agenda after reordering the items to allow for Pat Schafer's comments on the DNP before regular business. M. Staves seconded. Agenda approved.

**III. Approval of Minutes**

**Action:** P. Jorgensen moved to approve the Graduate Council minutes of February 29, 2008. C. Coviak seconded. Minutes approved.

**IV. Report of the Chair**

M. Luttenton will attend the ECS meeting this afternoon to answer questions about the GA policy, which is on today's ECS agenda.

He noted that some applicants to the PSM program have been receiving a letter asking for their high school transcript. However, these are not required to apply to graduate school at GVSU. The Registrar's office will investigate why this is happening.

**V. Report of the Dean**

Telephone interviews will be scheduled with the semi-finalists for the Associate Dean of Graduate Studies position in the next week.

P. Kimboko extended a request for applications for special project GAs funded by the GSGA office. Funding is available for 24 positions.

The Graduate Enrollment Management group is holding vendor demonstrations with regard to electronic options for the catalog. The GSGA office contracted with Elaine Eldridge to develop an outline for a graduate catalog, using models from other Michigan and Master's 1 peer institutions.

National Graduate and Professional Students Appreciation week begins March 28<sup>th</sup>. GPSA is sponsoring "Breakfast with the Dean" in the Uclub from 8-9 AM immediately preceding the Graduate Council meeting.

KCP Future Faculty Fellowship application deadline is today, March 14<sup>th</sup>, in the Office of Multicultural Affairs.

N. Giardina reported on a proposal for a Graduate Student Success Model. This proposal was based on a planning team idea with regard to a pathway for measuring undergraduate success and time to graduation. The team analyzed key landmarks that would show student progress toward graduation, and what the institution and departments could do to ensure student success. A similar strategy could be developed for graduate students. Graduate Council members agreed that the Grad Directors could provide feedback for a success pathway. Currently, a demographic study is done annually on undergraduate students who were successful. Reasons are often related to financial, medical, and family/personal issues. A similar study may be done for graduate students.

## **VI. Curriculum Subcommittee**

### **DNP Final Plan**

C. Coviak opened the discussion. She noted that, in a memo to the GC chair, the GC-CC recommended bringing the FP to the full GC for approval. She noted that the DNP is not expected to replace the MSN at this time. However, changes in the Advanced Practice Nursing degree are driving the need for the DNP. A transition plan is being discussed with among the dean and associate dean in KCON. Students are being informed of the changes as well.

C. Coviak and P. Schafer responded to the GC's questions. With regard to online courses, some may be offered this way, but would require onsite class meetings. With regard to competitiveness with other institutions, there are some other universities in the planning stages at this time, and the health care market will require higher qualifications in the future. GVSU is being proactive by getting the DNP into place at this time. GVSU has Spectrum's support. The DNP will focus on informatics, decision making, and health policy. The purpose of the DNP is to prepare practitioners to have skills closer to those of a doctor, or to be geared toward administration.

P. Schafer addressed budget questions. She noted that some items were not listed on the budget. There were some concerns with instructional technology and library expenses. The library had conducted a benchmark survey of colleges that currently offer a DNP, but

had difficulty finding peer institutions. Faculty expenses have the biggest impact on the budget, and costs were calculated based on current FTE and translation of the new workload policy.

The number of enrolled students in the budget is an under-estimate. The early core of the DNP will also include MSN students. The numbers in the budget are based on projections for the DNP, not including MSN numbers.

Graduate assistantships will cost the same at doctorate level as they are at master's level, based on the current GA policy. Tuition is charged at master's level as GVSU does not have a tuition scale above that.

Per P. Kimboko, the Provost is considering making differentiated tuition similar to what other universities in Michigan do.

**Action:** P. Jorgensen moved to table any action on the DNP pending budget review. P. Ratliff-Miller seconded. C. Coviak abstained. Motion passed. DNP tabled.

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

The GC-CC has been editing and correcting documents during their review. However, issues such as typos and so on should not be necessary at this level of review. Documents could go back to the CCC for corrections. The GC-CC should focus on documents that are made public.

### **VIII. Report of the Policy Subcommittee**

#### **Online Degrees and Associated Policies**

R. Wilson noted that the COE Prospectus for online programs requires NCA approval and accreditation changes. GVSU currently has no policies or standards in place for online programs. The College of Ed would like to use their Prospectus as a mechanism for policy development. The question arose as to whether or not this was appropriate at this level. He and C. Coviak reviewed the Faculty Handbook, which clarified that a Final Plan goes to CCC level first, but prospecti are reviewed at all different levels.

P. Kimboko noted that President Haas issued a directive that only graduate programs be offered online. There are standards from NCA as to what is required for NCA approval.

The GC discussed technology and media costs associated with online programs. Further discussion is necessary. M. Luttenton will formalize the GC's feedback in a Q & A to D. Armstrong and will send a memo to the Provost and R. Franciosi, to let them know that the full GC is not ready for a recommendation.

### **IX. Report of GPSA**

The Midwest Association of Graduate and Professional Students is meeting in Lansing. K. Wildeboer is presenting. Kara Kurceski is attending as well as she is vice-president of NGPS.

GPSA is sponsoring an event this evening on the social aspects of networking and cocktail etiquette. The event is in Hager-Lubbers Exhibition Hall.

President Haas is meeting with graduate students on April 1<sup>st</sup>. An announcement is on the grad students Blackboard.

GPSA is hosting "Breakfast with the Dean" on March 28<sup>th</sup> at 8 AM in the University Club. GC members are invited to attend.

## **X. Old Business**

### **Grad Student Survey**

S. Lipnicki reported that 1100 responses were received on the graduate student survey. This is a 30% response and should yield good data.

### **Grad Faculty Qualifications**

M. Luttenton would like comments and feedback on the Grad Faculty Qualifications document. He will revise the documents and make them available to the GC for discussion at the next GC meeting.

## **XI. New Business**

J. Montag reported that a new process is in place with regard to graduate admission. Students applying to a grad program will now receive three reminders that certain documents are missing from their application. The first letter will come from the graduate dean; the other two letters will come from the Registrar.

Students will be dropped from class if not all their documents are received. They will be able to register and enroll, but a hold will go on their record so that they are dropped at the second semester.

## **XII. Adjournment**

Meeting adjourned at 11:21 AM.

Minutes approved at April 11, 2008 GC meeting.