

**Graduate Council
April 24, 2009
303C DEV
Minutes**

Unanimously approved at the Graduate Council meeting of September 25, 2009

Faculty Present: S. Borders, D. Cannon, C. Coviak, V. Long, M. Luttenton, C. Mader, P. Mudde, R. Smith-Colton, M. Staves, D. Vaughn, R. Wilson

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

Elected Student Reps Present: M. Gray, M. Soltis

Ex-Officio Students Present: T. Valdez

AGENDA ITEM	DISCUSSION	ACTION/DECISION
I. Call to Order	M. Luttenton called the meeting to order at 9:20 AM.	
II. Approval of Agenda		Motion: M. Staves moved to approve the agenda. C. Coviak seconded. Agenda approved unanimously.
III. Approval of Minutes of March 27, 2009		Motion: C. Coviak moved to approve the Graduate Council minutes of March 27, 2009. R. Wilson seconded. Minutes approved unanimously.

<p>IV. Report of the Chair</p>	<p>a) M. Luttenton provided GC members with the year-end report that was submitted to Kristine Mullendore, ECS, UAS, and the Provost. He thanked the Graduate Council for its efforts.</p> <p>b) The Proposal for Non-Tenure Track Faculty engaged in Graduate Education was passed by ECS/UAS. The next step is Provost and Board of Trustees approval.</p> <p>The draft policy proposal for tenure-track faculty teaching graduate education should be ready for UAS/ECS review in early fall 2009. M. Luttenton asked the GC to approve moving the proposal forward to be reviewed by Deans Council and other faculty committees over the summer so the draft can be revised prior to UAS/ECS review. Some of the language in the adjunct faculty policy was interpreted differently by various entities at the university. Therefore, M. Luttenton will contact Kristine Mullendore to ask if ontology will be part of the review for the tenure-track faculty document. GC members discussed potential additions to the document, including: a timeline for faculty improvement for those who are partially engaged, if they aspire to obtain full graduate status, and language allowing existing faculty to be grandfathered in under the new policy.</p>	<p>Motion: M. Staves moved to approve the Proposal for Tenure Track Faculty Qualifications to move forward to the Deans Council and other faculty committees. C. Coviak seconded. Motion approved unanimously.</p>
<p>V. Report of the Dean</p>	<p>P. Kimboko presented her annual report to the Graduate Council. She noted the major accomplishments of the Graduate Studies office. Also noted in the Dean's Report were Graduate Enrollment Management Team activities, provost and deans meetings on graduate education, Graduate Education Week, and Michigan Graduate Education Day in Lansing. Graduate education needs to be recognized as a possible solution to Michigan's economic difficulties, and it provides an opportunity for GVSU to enhance the graduate infrastructure with President Haas's support.</p>	
<p>VI. Curriculum Subcommittee</p>	<p>Discussion: C. Coviak announced that her new title in KCON,</p>	

<p>Report</p>	<p>as of May 1, is Associate Dean for Nursing Research & Faculty Development. As an associate dean, she is not eligible for service on faculty governance. Beginning in 09-10, Andrea Bostrom will be the KCON Graduate Council representative.</p> <p>GC members discussed the importance of continuity on the GC-CC that would include a mentoring process for new members and the new chair. The GC-CC curriculum review process has been transparent, with emails and other discussions and correspondence with the authors made available to all GC-CC members. Robert Adams will be the UCC chair next year. He will start off the fall semester with a meeting for all CCC chairs and the GC-CC chair.</p> <p>a) Acceptance of GC-CC Minutes</p> <p>b) Report on the Status of the UCC-GC-CC Future Relationship</p> <p>C. Coviak informed the GC of the recent discussions regarding the future of the GC-CC. Her position, on behalf of the GC, is that it is not time yet for the GC-CC to separate from the Graduate Council. A memo including a rationale was provided to Robert Adams and the UCC. The document discusses review procedures. There was additional language in the proposed procedure that the GC-CC would work with the UCC on some proposals. The full GC would be involved with Final Plans and Prospectuses, but new courses, course changes, and other more minor changes, would not be subject to full GC review. P. Kimboko suggested that there should be a structure in place wherein every college would be represented on GC-CC and GC-PC. In the event that graduate curriculum becomes a stand-alone committee, the Graduate Council would be the policy committee by default. The GC's current membership does not permit</p>	<p>Motion: C. Coviak moved to accept the GC-CC minutes of March 20, April 10, and April 17. D. Vaughn seconded. Motion passed unanimously.</p>
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	<p>KCON or CHP to be represented on both subcommittees because those colleges have only one GC rep. Additionally, some representatives are not reporting back to their colleges concerning GC actions. The GC may need to add representatives next year.</p> <p>c) GC-CC Final Report C. Coviak reviewed the report. M. Staves thanked C. Coviak for her leadership on the GC and as chair of the GC-CC..</p>	
<p>VII. Policy Subcommittee Report</p>	<p>R. Wilson gave a summary of the GC-PC's work in 2008-09. Items included a thesis and dissertation manual for a standard format for the university. The format would include continuity in appearance, as well as a sign-up process and instructions on how to submit the document to the library. R. Wilson thanked M. Luttenton for his efforts with the non-tenure track faculty policy.</p>	
<p>VIII. Report of GPSA</p>	<p>M. Gray reported that GPSA has been working on recruiting new members across graduate programs. They have continued to host open meetings to improve communications and outreach.</p> <p>One of the main challenges with graduate students is that some students want to be engaged and others prefer to just take their classes and leave. A variety of ways could be employed to reach them, for example, emails from the Registrar or faculty advisors. Sometimes outreach can be initiated by a faculty member who will bring students together. M. Soltis will participate in graduate orientation as well as individual program orientations. The objective is to recruit GPSA members from each program. Having students participate virtually rather than physically being together could potentially reach more of them. M. Gray conducted a survey and some physical locations were mentioned that appeal to graduate students. N. Giardina suggested creating an annual grad symposium, and having outstanding thesis and project presentations. This would give students more connectedness. M. Soltis was elected president for 09-10 and T. Valdez is vice-president. They will get together</p>	

	during the summer to do some planning.	
IX. New Business	<p>a) Officer Elections The Graduate Council elected the following officers for the 2009-10 academic year: Chair: Mark Luttenton, nominated by C. Coviak and seconded by D. Cannon. Vice-Chair: David Cannon, nominated by C. Coviak and seconded R. Wilson. GC-CC: Mark Staves, nominated by C. Mader and seconded by D. Cannon. GC-PC – Valeria Long, nominated by herself and seconded by D. Cannon.</p> <p>Recognition of Outgoing Members P. Kimboko presented certificates of appreciation to the officers and outgoing members.</p> <p>The new GC officers may hold a summer retreat to review and revised the Graduate Council Strategic Plan.</p>	
X. Old Business		
XI. Adjournment		Motion: M. Staves moved to adjourn. C. Coviak seconded. Meeting adjourned at 11:13 AM.