**Graduate Council Meeting**

**April 24, 2015**

**109D DEV**

**Minutes  
(approved 9/4/15)**

**Faculty Present:**  S. Alaimo, D. Balfour, A. Booth, S. Choudhuri, N. Diarrassouba, M. Harris, L. Huang, F. Kraft, C. Leiras, V. Long, M. Luttenton, B. Martin, P. Ratliff-Miller, M. Shell-Weiss, M. Staves, G. Tusch,

**Elected Students Present:** M. VanWyk

**Administrative Ex-Officio Present:** C. Bajema, B. Cole, I. Fountain, T. James-Heer, J. Potteiger, S. Lipnicki, S. Soman

**Ex-Officio Students Present**: A. Hubbard, A. Kabalyan, B. Showerman

**GSA E-board Present:** A. Clarke, S. Asamoa-Tutu, C. Cascarilla, Sunny Dickson, S. Eslamian, L. Presutti, N. Zweifel

|  |  |  |
| --- | --- | --- |
| **AGENDA ITEM** | **DISCUSSION** | **ACTION/DECISION** |
| **I. Call to Order** | M. Luttenton called the meeting to order at 9:04 AM. New members in attendance were recognized and the new GSA e-board was introduced. M. Luttenton thanked outgoing members for their service. |  |
| **II. Approval of Agenda** |  | **Motion:** P. Ratliff-Millermoved to approve the agenda. G. Tusch seconded. Motion passed unanimously. |
| **III. Approval of Minutes – March 27, 2014** |  | **Motion:** S. Choudhurimoved to approve the March 27, 2015 minutes. N. Diarrassouba seconded. Motion passed unanimously. |
| **IV. Chair’s Report – M. Luttenton** | The Graduate Council Annual Report is submitted at the end of the year to ECS. GC members should email M. Luttenton with any corrections and check to make sure their term of service, name, and college are accurate. |  |
| **V. Dean’s Report – J. Potteiger** | J. Potteiger thanked Graduate Council members for their work.  The leave of absence policy will be implemented beginning July 1, 2015.  UAS passed the revised continuous enrollment policy.  All faculty who are chairing research projects, theses, and dissertations will be listed in Banner for students to register with and the number of credit hours they’re signing up for. The information can go into Digital Measures so faculty members can report on their workload. The only sections to be added currently are faculty who are chairing theses or dissertations. For the 2016-17 academic year all faculty will need to be added.  The Board of Trustees approved the Medical Dosimetry program. Applied Linguistics and Clinical Dietetics are expected to be approved soon. Also coming forward are a Doctor of Audiology, Doctorates in OT, a Doctor of Organizational Management in Philanthropy, Doctor of Health Science, a Masters in Sustainability from BCOIS.  Next year the Graduate Studies should start looking at the quality of programs. Quality could be evaluated a number of ways, e.g., making sure that the clinical experiences of health professions students are high quality and that there are enough opportunities. The quality of Presidential Research Grant proposals needs to be better, to ensure that master’s theses reflect good quality in research and scholarly activities. CSCE could be involved to ensure good quality scholarship from both students and faculty. A universal research design and methods class could be offered.  J. Potteiger noted that the Graduate Council is a well-respected committee and he extended thanks to M. Luttenton’s leadership and the hard work of the subcommittees. |  |
| **VI. GSA Report – A. Clarke** | The e-board will hold a planning retreat May 16/17. New officers include: president-Lauren Presutti, vice president-Colette Cascarilla, membership-William Sullivan, administration-Shahrzad Eslamian, finance-Nadina Zweifel, communications-Sunny Dickson.  The Finals Food Fest on 4/21 had many attendees and ran out of food. Next year GSA will expand the event to CHS and Allendale.  The “How to Survive a Golf Outing” PACES event was well attended with 22 students and 8 faculty members. |  |
| **VII. Curriculum Subcommittee Report – M. Staves** | M. Staves thanked subcommittee members for their work. The committee finished the year with all proposals in the queue addressed and helped units correct some issues in their proposals. |  |
| **VIII. Policy Subcommittee Report – M. Luttenton** | Potential policies to work on next year include graduate faculty workload for students registering for thesis/dissertation.  J. Potteiger, M. Luttenton, and R. Hollister met with K. Gulembo regarding the costs of graduate programs. The university will not use cost as a measure to discontinue programs. Some programs will always be high cost but they add value to the university and the community. Programs that are regularly under-enrolled would be asked to increase enrollment before being discontinued.  Programs could be evaluated internally, e.g., the ratio of students to faculty, student success, and other measures such as the employability of graduates. The Graduate Council could take on a larger role in graduate program assessment.  The GC chair will work with the ECS chair to develop charges for the next year. GC members may contact M. Luttenton if they have suggestions for items to work on. One suggestion is to help programs with recruitment by offering benefits to graduate students such as health insurance. |  |
| **IX. Old Business** | Graduate Studies Strategic Plan The Board of Trustees is voting today on the university strategic plan 2016-2021.  The goals that are set for graduate education require a baseline. For example, a goal that 10% of graduate students will make a professional presentation outside of GVSU would need input from graduate program directors because funding would need to come from a number of sources, including ACF and department funding. Another example is the goal that 90% of graduate students have at least one high impact learning experience. 100% of graduate students already have such an experience via their thesis, dissertation, or capstone.  Establishing a goal of engaging faculty in high impact productivity would affect the quality of student experiences as well, such as better quality presidential research grant proposals. Faculty could share the types of research they are working on more with students to encourage the faculty/student relationship.  A goal for graduate faculty could include revising the policy to require new faculty with no mentoring experience to serve on a thesis/dissertation committee before being allowed to chair a committee.  GC members should send suggestions and ideas on the graduate strategic plan to J. Potteiger. A draft strategic plan will be ready for GC review in the Fall 2015 semester. |  |
| **X. New Business** | Officer Elections  The Graduate Council elected the following officers for 2015-16: M. Luttenton-Chair, C. Leiras-Vice-Chair, M. Staves-GC-CC Chair, A. Booth-GC-PC Chair. |  |
| **XI. Adjournment** | J. Potteiger thanked the GAs A. Kabalyan and A. Hubbard for their work in the OGS. He also thanked the GSA e-board for their efforts throughout the academic year. | **Motion:** N. Diarrassouba moved to adjourn. S. Choudhuri seconded. Meeting adjourned at 10:43 AM. |