**Graduate Council Meeting**

**February 23, 2018**

**107D DEV**

**Minutes**

**Approved March 23, 2018**

**Faculty Present**: M. Bair, D. Balfour, A. Bostrom, W. Burns-Ardolino, A. Campbell, S. Choudhuri, B. Harvey, L. Huang, P. Ratliff-Miller, G. Schymik, M. Staves, W. Sun, J. Toot, M. VanderKooi, J. Vogelzang, B. Williams for B. Martin, R. Wilson

**Administrative Ex-Officio Present:** I. Fountain, T. James-Heer, M. Luttenton, J. Potteiger, E. Schendel, S. Soman

**GSA Officers Present:** D. Myers, K. Stevenson

|  |  |  |
| --- | --- | --- |
| **AGENDA ITEM** | **DISCUSSION** | **ACTION/DECISION** |
| **I. Call to Order** | A. Bostrom called the meeting to order at 9:02 AM. |  |
| **II. Approval of Agenda** |  | **Motion:** P. Ratliff-Millermoved to approve the agenda. W. Burns-Ardolino seconded. Motion passed unanimously. |
| **III. Approval of Minutes January 26, 2018** |  | **Motion:** D. Balfourmoved to approve the January 26, 2018 minutes. A. Campbell seconded. Motion passed unanimously. |
| **IV. Chair’s Report – A. Bostrom** | Five policies were sent to ECS and will go to UAS next week. A. Bostrom thanked GC members for their support with moving the policies forward. |  |
| **V. Curriculum & Program Review Subcommittee Report – M. Staves** | The nursing program review is underway. The external reviewers for the CMB program review submitted their final report. Program changes in SLP and the combined degree in Accounting were approved. The design thinking certificate is moving forward but there are some process issues that need to be cleared up.  The GC-CPR will be discussing the micro masters in emerging leadership badge. SCB created this badge for a business that wants its employees to get this credential. The proposal includes 4 new courses.  Badging is a currently a pilot program. Courses are credit-bearing, but badges will not be tracked by the Registrar’s office. |  |
| **VI. Policy Subcommittee Report – S. Choudhuri** | For the remainder of the academic year, the GC-PC will work on remaining charges, including the use of GAs as teaching assistants, roles and responsibilities of GPDs, quality control in 580/680 courses, and the workload policy. |  |
| **VII. Graduate Student Association Report – D. Myers, K. Stevenson** | N. Ross will replace R. Bhurtel as Graduate Council student rep and will serve on the GC-CPR.  Currently, there is good graduate student representation on the standing committees. A graduate student rep will be added to the university libraries committee.  $110k has been spent in 2017-18 to date, with $15k remaining. There are also funds in reserve. In 2018-19, the budget is expected to be $107k plus rollover from the current fiscal year. There are 22 graduate RSO’s, but the GSA would like more programs to have their own RSO’s so students can obtain funding.  Upcoming social events include a Whitecaps game on Sunday, April 29. Seventy-five tickets were sold. GSA will begin hosting GSA graduate socials at area locations. The first gathering will be on February 27 from 8-10 PM at the Knickerbocker. Finals Foodfest will be held the Wednesday of finals week in the UClub, and another one may be held on the Allendale campus, and consideration will be given to holding a Finals Foodfest in CHS as well.  Nominations will be accepted for the e-board for 2018-19. Nominations will be accepted for 3 weeks, followed by elections. The GSA will ask the Lanthorn to run an article about the elections.  The GSA president is serving on the fall break task force. The university is considering adding a break during the 9th week of the fall semester on a Monday and Tuesday. |  |
| **VIII. Dean’s Report – J. Potteiger** | New Program Updates The doctor of audiology was approved by the HLC. We will begin marketing the program very soon.  The SLP program is undergoing a site visit. The program is positioned well to become accredited.  The Master’s in Social Innovation was approved at the last Board of Trustees meeting. It still needs to be approved by HLC. After that, it can be marketed.  3-Minute Thesis Competition The 3-MT competition was held on February 15. Fifteen students participated. The winners are: 1st place-Kathryn Ellens, DNP, 2nd place-Christopher Timmer, BMS, 3rd place-Sarah Thompson, CMB, and People’s Choice-Chelse Hawkins, CSAL.  Program Review Decisions will be made soon which programs will be reviewed in AY 2018-19. Three or four programs will be chosen. The process will begin much earlier than it began this year.  Graduate Assistantship Reassessment The Provost has asked TGS to conduct a GA reassessment. An announcement will go out in about 2 weeks. The process will include a list of questions and a rubric for evaluation, and recommendations will be made to the Provost. Any reallocation of GAs will take place in 2019-20.  European General Data Protection Regulation  This regulation was put into effect by the European Union (EU) and Great Britain (GB) to protect data by commercial entities in the United States. It protects anyone who is a citizen of GB or EU, and applies to U.S. entities, including universities, and individuals who travel to those areas and bring or send information back to the United States. If an EU or GB citizen sends a request for information or participates in a research study, and they ask for their data back, they must be guaranteed that the data is returned or permanently erased. The data include personally identifiable information such as name and email address. The regulation goes into effect May 25, 2018. Entities found in violation could be fined up to 24 million euros.  GVSU staff in IT, Admissions, Financial Aid, the Registrar, and other offices are working to ensure compliance. |  |
| **IX. Old Business** | Graduate Faculty Workload Discussion  The faculty workload is a joint charge between the Graduate Council and FPPC. The GC previously worked on this charge specifically with thesis credit because thesis was unique to graduate education. All colleges now give minimal credit for thesis supervision.  The university needs to identify where projects/theses/dissertations fit within the faculty workload, with regard to teaching, mentoring, research, service, or significant focus. After that is decided, a policy could simply state that every unit must have a workload policy.  The FSBC might be a better fit with which to work on this charge. The GC could request the chair of ECS to make this change. The GC-PC could construct an argument that chairing a thesis is generating credit just like any other course as it generates revenue and offers value for students. The GC-PC could consider in its deliberations how the tenure policy relates to thesis guidance.  Other comments/suggestions included: look at what other institutions are doing; use caution discussing graduate vs. undergraduate workload; look at HLC guidelines for workload and any statements made about faculty workload from the last HLC report; and for the next meeting, provide a list of policies/compensation across units for projects/thesis. |  |
| **X. New Business** | There was no new business. |  |
| **XI. Adjournment** |  | **Motion:** P. Ratliff-Miller moved to adjourn. M. Staves seconded. Meeting adjourned at 10:31 am. |