

**Graduate Council
November 20, 2009
303C DEV
Approved Minutes**

Minutes were unanimously approved at the Graduate Council meeting on January 15, 2010

Faculty Present: D. Armstrong, W. Boeve, S. Borders, A. Bostrom, D. Cannon, N. Diarrassouba, P. Jorgensen, V. Long, A. Lowen, M. Luttenton, R. Smith-Colton, M. Staves, R. Wilson

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

Elected Students Present: A. Crosby, C. Torri

Ex-Officio Students Present: T. Jones, M. Soltis

AGENDA ITEM	DISCUSSION	ACTION/DECISION
I. Call to Order	M. Luttenton called the meeting to order at 9:04 AM.	
II. Approval of Agenda		Motion: V. Long moved to approve the agenda. A. Lowen seconded. Motion passed unanimously.
III. Approval of Minutes – October 23, 2009		Motion: D. Armstrong moved to approve the Graduate Council minutes of October 23, 2009. A. Lowen seconded. Motion passed unanimously.

<p>IV. Report of the Chair-M. Luttenton</p>	<p>The proposed policy on Faculty Engaged in Graduate Education was sent to Teresa Beck in FPPC and Kristine. Mullendore of ECS. It will be on the FPPC's agenda at their meeting on Tuesday, which M. Luttenton plans to attend. The proposal will be back on the ECS agenda at their December meeting.</p> <p>J. Stevenson commented that the GC needs to ensure that the criterion for qualified graduate faculty is a university wide effort and not perceived to be program-based. Each college would have criteria for its disciplines. He noted that there could be ramifications of policy on workload and compensation.</p> <p>P. Jorgensen serves on the FPPC and noted that the committee would support the policy.</p>	
<p>V. Report of the Dean-J. Stevenson</p>	<p>J. Stevenson reported that the Provost supports the proposed Policy on Faculty Engaged in Graduate Education. She would like to see it put into place as soon as possible. He presented the PACES program to the Provost and Dean's Council; both were enthusiastic about the program. The program will be put into place in 2010-11. It supports grad students and creates a co-curricular program that contributes to their success after graduation. Other departments that will be part of the initiative include Student Services, Career Services, and other constituent groups. Advisory boards will be formed, including members from the Alumni Association and Continuing Education.</p> <p>He reported on Dean's Council news. The deans are reviewing a draft policy regarding paying faculty for completing their PhD's. The policy is expected to include expectations of continuance and payback if the PhD is not completed, and for every 15 hours of course work they finish, the faculty member would owe the university a year of service. The policy also includes language regarding tenure-track status. It is important for the GC to follow</p>	

	<p>this as it could impact graduate faculty quality.</p>	
<p>VI. Report of the Policy Subcommittee – V. Long</p>	<p>V. Long noted that Jerry Montag and Tracey James-Heer were helpful with enlightening the GC-PC on the processes for graduate admission statuses. The committee continues to explore different admission categories to attract students and retain them.</p> <p>It is too soon for the guidelines for theses, dissertations and research projects to go on the Deans Council agenda; however it is on the Deans Retreat agenda in January. The draft policy is on the GC Blackboard site under the Policy Subcommittee.</p> <p>Some units may feel that a university wide policy challenges the autonomy of the unit regarding their curriculum. However, the purpose is to standardize it for the entire university. The policy may impact faculty workload as it includes guidelines on chairing the thesis committee and other workload related issues.</p>	
<p>VII. Report of the Curriculum Subcommittee – M. Staves</p>	<p>The next GC-CC meeting will include Maria Cimitile, Sue Korzinek, and Julie Guevara, to discuss the COE online program. The meeting will be held on Friday, December 11, at 8:30 AM. This is a full online program with no on-campus interaction. Julie will discuss the NCA’s role in approving the program. They will review the quality of the program and the quality of support services students will have. The GC-CC has questions about the availability of support and if students and faculty will be technologically capable.</p>	
<p>VIII. Report of GPSA – M. Soltis</p>	<p>The Grad Student Celebration and Dean’s Citations for Academic Excellence event is tonight. The faculty members receiving the mentor award are: Mike Payne, Eric Snyder, and Kathleen Blumreich. GC members are encouraged to attend.</p>	

	<p>The GC discussed travel support for graduate students. GPSA does not have funding now. However, the Provost doubled the budget for student travel, which was moved from being approved by Student Senate to Integrative Learning. They have \$20k each for Fall and Winter semesters. Individuals attending conferences have to make their own case to be funded rather than the organization asking Student Senate.</p>	
<p>IX. New Business</p>	<p>TOEFL Scores</p> <p>The GC discussed TOEFL scores for graduate students. The electronic TOEFL is scored differently than the paper version. University wide TOEFL scores for both graduate and undergraduate are listed on the international student web pages. T. James-Heer will move the information to the graduate admissions page.</p> <p>It was noted that some graduate programs require higher scores, depending on subject areas. Undergrads generally have a lower score than what is expected of grad students. The wording could be changed to state that the minimum score applies to undergrad scores but students should check with their individual program to see if the graduate score requirement is higher. They would like to see a comparison with peer institutions on the difference between undergrad and grad scores. The GC will invite Chris Hendree and the chair of the ESL task force, Colleen Brice, to a future GC meeting.</p> <p>D. Cannon suggested identifying the different ways that students could be exempt from taking the TOEFL, e.g., if they have a bachelors degree from a domestic institution. Per J. Stevenson, ETS previewed the new version of TOEFL, using voice files, to examine the competency in spoken English. He has data from the summer CG meeting.</p>	

	<p>Presidential Research Grants The Presidential Research grant reviewers will meet today to select the awardees. J. Stevenson recognized Matt Cooper, whose thesis was submitted to the Midwestern Association of Graduate Schools thesis competition.</p>	
<p>X. Old Business</p>	<p>Provisional &/Conditional Admissions The GC-PC is revisiting provisional and conditional admissions status. D. Cannon has researched GVSU’s peers in Michigan and elsewhere. Every Michigan public university has this status except Michigan Tech, which is unique in mission and geography. GVSU needs to implement these admissions statuses. Currently, if students are not successful, the university can’t dismiss them because of the current academic review policy. The GC would like to put conditions on certain admissions and be able to enforce them.</p> <p>J. Montag explained the university’s position. In the opinion of the Registrar, the current admissions procedures are working, and enrollment is growing. There are concerns about follow-up with students, with regard to the quality of their experience, and accountability and follow-up from the academic departments. GVSU needs to work on retention. T. James-Heer supports the registrar’s position, and noted that every time a new category is added, there has to be a process to move from one status to another.</p> <p>Some programs have developed their own systems for handling “conditional” admissions, such as COE, that uses a deferred admissions process.</p> <p>The current records system automatically produces letters to non-degree students. There should be a way to flag conditional and provisional admits as well. Currently, they are not allowed to register for more classes unless they meet with an advisor. The system has three categories: admit, deny, and withhold.</p>	

	<p>Non-degree students are not eligible for financial aid. One reason to implement the new statuses is to allow students to attend and get financial aid. Provisional and conditional admissions are considered to be admitted for loan purposes.</p> <p>There were concerns that these admission statuses would expand non-degree students, and have implications for courses and instructors if students are admitted who may not be able to perform.</p> <p>The GC will prepare a rationale for conditional and provisional admissions to bring forward to the university for consideration.</p>	
<p>XI. Adjournment</p>		<p>Motion M. Staves moved to adjourn. R. Wilson seconded. Meeting adjourned at 10:41 AM.</p>