

**Graduate Council
September 26, 2008
303C DEV
Approved Minutes**

Faculty Present: D. Cannon, C. Coviak, S. IsHak, P. Leidig, V. Long, M. Luttenton, C. Mader, M. Staves, D. Vaughn, R. Wilson

Absent: S. Borders, J. Houston

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, K. Wildeboer

Guest: B. Merkle

AGENDA ITEM	DISCUSSION	ACTION/DECISION
I. Call to Order	M. Luttenton called the meeting to order at 9:08 AM.	
II. Approval of Agenda		Motion: C. Coviak moved to approve the agenda. M. Staves seconded. Agenda approved.
III. Approval of Minutes of September 5, 2008		Motion: C. Coviak moved to approve minutes with corrections. M. Staves seconded. Minutes approved.
IV. Report of the Chair	M. Luttenton reported that the GC is scheduled to meet with NCA site visitors on Tuesday, Oct. 14, from 3-4 PM in 303C DEV. Separate open fora are scheduled for faculty, staff, students, and alumni and the community.	

	<p>Copies of the NCA’s “Report of a Requested Focused Visit for Change” and GVSU’s response were provided to GC members.</p> <p>M. Luttenton met with library staff regarding the digital repository. The Biology Dept. will participate in a pilot program for digital submission of theses. V. Long is reviewing policies for a standardized thesis format throughout GVSU. The library is also looking at relating degree conferral to thesis submissions.</p> <p>The GC and GSGA are co-sponsoring Fall Fora on Graduate Education on October 29th in DEV, and Oct. 30 in KC.</p>	
<p>V. Report of the Dean</p>	<p>P. Kimboko reported on the following items (report attached): Graduate Directors meeting, EDPAC, NCA visit, WGVU challenge grant, HRRC website, strategic positioning, the Fall 2008 Grad student Celebration on November 21, reminder of the Graduate Education fora, and the University catalog.</p> <p>P. Kimboko welcomed Maxine Gray and Mike Soltis, who were elected by GPSA as GC student representatives</p>	

<p>VI. Curriculum Subcommittee Report</p>	<p>C. Coviak reported that the GC-CC met on the previous two Fridays. Minutes for those meetings are not yet available. No action items have come forward yet.</p> <p>UCC reps Martin Burg and Theresa Bacon-Baguley attended a GC-CC meeting to discuss GC-CC processes and its relationship with UCC. K. Wildeboer researched peer institutions and their relationships between their GC-CC's and UCC's. C. Coviak will have a preliminary report available at the next GC meeting.</p> <p>The next GC-CC meeting is on October 10th from 9-11. Some proposals will be ready for review.</p>	
<p>VII. Policy Subcommittee Report</p>	<p>R. Wilson reported. The GC-PC met twice to work on the draft "Proposal Submitted by the Graduate Council to Establish Standard Expectations for Adjunct and Clinical Faculty (non-tenure track) Engaged in Graduate Education."</p> <p>The GC reviewed the document and recommended adding a policy to limit adjunct faculty participation or to exclude them from overseeing projects and theses, and to exclude adjuncts from being the instructor of record for culminating experiences. The GC-PC will obtain feedback on the document at the Fall Fora on Graduate Education. Once the document is approved by the GC, it will go to the FPPC for review.</p> <p>A draft policy on graduate faculty expectations and requirements for regular and tenure-track faculty will be forthcoming later in the Fall '08 semester or early Winter '09 semester.</p>	<p>Motion: C. Coviak moved to approve the draft Proposal with amendments and minor editorial changes. S. IsHak seconded. Motion passed.</p>

VIII. Report of GPSA	S. Lipnicki reported that GPSA is developing a plan of action to expand the voice of GPSA throughout the university. They will hold activities to draw students that have not yet become involved, such as meeting students at lunchtime at CHS, and using the Grad Student Guidebook to draw students.	
IX. New Business	There was no new business.	
X. Old Business – GA Policy	<p>M. Luttenton gave an overview of the history of the GA policy document. The final, approved policy and procedures will be posted on the Grad Studies website.</p> <p>An amendment to the policy was requested, which would allow GAs assigned to instructional duties to be able to access the course Blackboard site in order to complete their teaching assignments.</p> <p>R. Wilson expressed concerns about evaluating instructional GAs using the same criteria that is used when evaluating faculty.</p> <p>It was noted that potential future changes in the accompanying procedures would not be brought to the GC for a vote because only policy is made in legislative governance.</p> <p>R. Wilson thanked M. Luttenton for his work on the GA Policy document and Grad Faculty draft proposal.</p>	<p>Motion: S. IsHak moved to adopt the new language in the GA Policy to allow GAs with instructional duties to have access to the course Blackboard. C. Coviak seconded. Motion passed.</p> <p>Motion: R. Wilson moved to approve the GA Policy with amendments. C. Coviak seconded. After discussion, M. Luttenton called the question. GA Policy approved.</p>
XI. Adjournment		Motion: S. IsHak moved to adjourn. M. Staves seconded. Meeting adjourned at 10:58 AM.

Minutes approved at Graduate Council meeting of October 24, 2008.