

**Graduate Council
September 5, 2008
303C DEV
Approved Minutes**

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

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

Ex-Officio Students Present: M. Gray, M. Soltis, K. Wildeboer

Guest: J. Guevara

AGENDA ITEM	DISCUSSION	ACTION/DECISION
I. Call to Order – Welcome and Introductions	M. Luttenton called the meeting to order at 9:10 AM. GC members introduced themselves.	
II. Approval of Agenda		Motion: C. Coviak moved to approve the agenda. D. Cannon seconded. Agenda approved.

<p>III. NCA Update</p>	<p>M. Luttenton gave an overview of the GC's role in the NCA visit on October 13, 14, and 15, 2008. The NCA team may ask to meet with any GC member during their visit.</p> <p>The NCA report and COE site visit report will be available for review. The DNP proposal will be reviewed as well. There are resource rooms set up in Allendale, DeVos, and CHS for the DNP documents as well as other university documents.</p> <p>J. Guevara gave an update on the upcoming NCA visit. She noted that the team is made up of 13 individuals with a broad range of experience, and includes a university president, provost, deans, and others familiar with graduate education. They will be on campus Monday through Wednesday, October 13 through 15, 2008. The team will meet with individuals across the university on Monday and Tuesday, and will make their recommendations to the President and Provost on Wednesday. All GC members are asked to be available to meet with the NCA team upon request. They will hold open forums with students, faculty, and staff in Allendale. J. Guevara will ask that they do the same on the Grand Rapids campus. The Traverse City and Holland campuses will be included via interactive video. The team will also meet with the library, IT, and other units. GC members were asked to review the Self Study on the GVSU website.</p> <p>J. Guevara noted that President Haas believes GVSU has made progress in a number of areas. He is committed to offering high quality graduate education. It is likely that the NCA will ask for more work to be done in this area.</p> <p>S. IsHak suggested that the Graduate Council make a specific request to the NCA for more support and commitment for graduate education.</p>	
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<p>IV. Approval of Minutes of April 25, 2008</p>		<p>Motion: C. Coviak noted corrections and requested that the Dean's report and subcommittee reports be attached to the official minutes. S. IsHak moved to approve the Graduate Council minutes of April 25, 2008 with changes. D. Cannon seconded. Minutes approved.</p>
<p>V. Report of the Chair</p>	<p>M. Luttenton reported that ECS charged the GC with examining the idea that the GC-CC could reconfigure as a full committee independent of UCC. This way, proposals reviewed by the GC-CC would not go to UCC for final approval. The UCC supports the GC Curriculum Roles & Responsibilities.</p> <p>The GC officers met Friday, August 29th, and discussed a change in the GC's work practices. Full GC meetings will be held once per month, and subcommittees will meet on the open Fridays. More time will be spent on subcommittee work this year and items will come to the full GC for a final vote.</p>	

<p>VI. Report of the Dean</p>	<p>P. Kimboko provided handouts of her report. She asked for items for discussion to be added to the agenda in new business or at a later meeting. She noted that John Stevenson's name was omitted from the campus directory.</p> <p>Items to note from her report included: 1) EDPAC - Strategic Enrollment Management Plan, 2) Graduate Assistantships, 3) WGVU challenge grant, 4) Strategic Positioning 2010, and 5) The Fall Graduate Student Celebration on November 21st.</p>	
<p>VII. Curriculum Subcommittee Report</p>	<p>C. Coviak gave the report. The GC-CC will work on drafting potential bylaws changes. Regarding proposals, no major programs have come to GC yet, but some are anticipated.</p> <p>UCC and CCC chairs met to discuss committee responsibilities at various levels of review. The Graduate Curriculum Standards document that the GC-CC developed contributed to that discussion as well as the Roles & Responsibilities document developed by UCC in collaboration with GC-CC and the CCC's. Faculty governance supports the idea of an independent graduate curriculum committee.</p>	

<p>VIII. Policy Subcommittee Report</p>	<p>R. Wilson reported that a number of items continue to be reviewed, such as the GA Policy, and a policy for online graduate programs. A task force was created to address online programs. D. Cannon represents the GC on that task force.</p> <p>A draft policy addressing qualifications for faculty engaged in graduate education is under review.</p> <p>Catalog changes were approved at GC level last spring.</p>	
<p>IX. Review ECS Charge</p>	<p>M. Luttenton reviewed the ECS Charge to the Graduate Council (attached).</p> <p>It was noted that the policy on qualifications for faculty who teach graduate courses, will be an agenda item at the next GC meeting on September 26th.</p>	
<p>X. Subcommittee Assignments</p>	<p>GC-CC Voting Members: C. Coviak, Chair, C. Mader, M. Staves, D. Vaughn, and GPSA student rep Non-voting members: B. Cole, P. Kimboko, K. Wildeboer Late Additions: PCEC representative (replacing P. Jorgensen), SCB rep who replaces S. IsHak in the W '09 semester</p> <p>GC-PC: Voting Members: R. Wilson, Chair, D. Cannon, J. Houston, S. IsHak, V. Long, M. Luttenton, and GPSA student rep Non-Voting Members: C. Bajema, T. James-Heer, S. Lipnicki, J. Stevenson</p> <p>Steve Border's assignment was discussed.</p>	
<p>XI. New Business</p>	<p>There was no new business.</p>	

XII. Old Business	There was no old business.	
XIII. Adjournment		Motion: S. IsHak moved to adjourn. D. Cannon seconded. Meeting adjourned at 11:01 AM.

Minutes of the September 5, 2008 Graduate Council were approved at the Graduate Council meeting on Friday, September 25, 2008.