

Approved Minutes

Graduate Council Meeting September 23, 2005

Faculty Members Present: D. Cannon, C. Coviak, M. Luttenton, N. Mack, J. Ray, B. Reinken, B. Rudolph, R. Wilson

Faculty Members Absent: C. Grapczynski, P. Parker, D. Ross

Ex-Officio Student Representatives Present: R. Damm, M. Jones, R. Stern

Administrative Ex-Officio Present: C. Bajema, B. Cole, I. Fountain, P. Kimboko, S. Lipnicki, W. Widmaier

Absent: T. James-Heer

Provost Office Representative: N. Giardina

I. Call to Order

C. Coviak called the meeting to order at 9:35 AM. She welcomed Nancy Giardina, Associate Vice President for Academic Affairs.

II. Approval of Agenda

Action: B. Reinken motioned to approve the agenda with no modifications. D. Cannon seconded. Motion passed.

III. Approval of Minutes

a) April 22

Action: B. Reinken motioned to approve the minutes of April 22 as amended. J. Ray seconded. Motion passed.

b) September 9

Action: N. Mack motioned to approve the minutes of September 9 with revisions. R. Wilson seconded. Motion passed.

IV. Report from the Chair

a) Provost Visit

C. Coviak confirmed the Provost's attendance at the GC meeting scheduled for November 4. The Provost will attend the beginning of the meeting. The GC will decide on agenda items to discuss with the Provost.

b) Scholarship Center

Discussion: C. Coviak received a document from R. Franciosi which was the report for developing the Scholarship Center. The GC has not had sufficient time to review. R. Franciosi had his position that both the GC and R & D should be represented as the Scholarship Center is planned.

Discussion: C. Coviak has received many responses from grad students interested in serving as GC student reps. This will be discussed in Old Business.

V. Report of the Dean

P. Kimboko had no report. She introduced N. Giardina, who addressed the GC.

Discussion: N. Giardina clarified her role in the Provost's office in relation to the GC. She is the graduate curriculum liaison with the GC. She also handles undergrad curriculum issues. She hopes to attend most GC meetings. Her role in the Provost's office is to be a resource for faculty and others at GVSU. She explained she is currently serving in a capacity similar to the one previously held by Dean Seeger in oversight of advising resources. John Miko is now responsible for the day to day operations of ARSP.

She noted that the GC's minutes reflect a concern in the area of marketing of graduate programs and IM's involvement and offered her assistance. While she handles undergrad student issues, she will help regarding grad student issues as needed.

A current initiative is the Academic Advising Council (AAC). It is not a policy-making body. She asked the GC if they would prefer to have someone from GC on the AAC to represent graduate advising issues. Otherwise, N. Giardina could report to the actions of the AAC to the GC. So far, Financial Aid, Registration, Faculty, FTLC, and advisors are represented. It was agreed that the AAC should focus on undergrad issues and the GC and Grad Directors would address graduate advising issues. There is a possibility that some of the faculty serving on that committee may teach in graduate programs.

Per N. Giardina, the university is taking a comprehensive look at undergrad advising which includes a self-study using a survey as a data collection tool. The impetus is to improve communication pathways, structures, and the advising experience for students. They will look at the role of the professional advisor vs. a faculty member. This would allow faculty to do some real mentoring and help students learn how to access resources themselves.

The GC discussed the completion and attrition rates of master's students. According to the Council of Graduate Schools, PhDs have a fifty percent completion rate. Masters are less than that. Some reasons could be that many masters' students go part time and there are financial issues. Masters students get little support other than loans. The GC will request data from Phil Batty re. GVSU's rates.

VI. Report of the Curriculum Subcommittee

Discussion: The GC-CC met September 9 and requested changes throughout the two program overviews.

Re: Ed. Leadership masters and dual endorsement in Special Ed., a primary concern was that students would have to pay one course credit to take the comprehensive exam in the dual endorsement area. There were other concerns, e.g., who should take the test, and what is required to get into the program There will be substantial revisions necessary.

The GC-CC tabled action on the program until the authors provide revisions and further documentation.

Action: N. Mack motioned to approve the GC-CC minutes of September 9. B. Rudolph seconded. Motion passed.

Discussion:

B. Reinken received an Excel file listing all course documents that should be at GC for review. The GC has not received many of those listed. The GC discussed the status of some of the missing proposals. P. Kimboko clarified that some courses never came to GC because the process of review had started before the GC was established.

N. Giardina reported that the Provost's office is trying to improve the system of distributing curriculum items. This process will become electronic so that anyone who logs in can see the status of the proposals. Final plans and prospecti will not be included.

VII. Report of the Policy Subcommittee

M. Luttenton had no report. The Policy Subcommittee is meeting at 11:30 today.

VIII. Old Business

a) Student Reps

Discussion: C. Coviak will forward the list of nominees to the Student Senate. The GC discussed selection criteria, such as having students from different colleges and be available to meet on Friday mornings. C. Coviak will ask the Student Senate to consider other criteria as well, such as gender and minority distribution. The names of those not selected will be sent to R. Stern to include in the grad student organization.

b) Report from Students

Discussion: R. Stern met with Student Life about the graduate student organization. They want to go forward with the paperwork to make it easier to obtain funds. In order to do so, there need to be four students and an advisor on documents. GC members are asked to advertise in their departments and ask for candidates who have experience in this role. P. Kimboko will make an announcement at the GD meeting, and there will be a notice in the Forum.

IX. New Business

a) Faculty Research Center

Discussion: C. Coviak gave a synopsis of the handout. P. Kimboko discussed the history of the document as she had been on the committee originally. FTLC emerged from a task force that wanted teaching support. They also recommended that R & D be a similar model, with a faculty director. The task force saw a need for increased funds for scholarship, but R & D has a need for an AP level staff member or faculty. She feels that this center should not be separate from R & D to maintain close communication with the Grants office.

Currently, the primary function of the R & D Committee is to review apps for internal funding. Student Summer Scholars had been moved to CIS. R & D does not have funding

for workshops related to research methods or to bring in speakers. The Grants office has offered consultations, and grant workshops since 2001. It also has the Grant Leadership Advisory (GLAD) Team. The Grants office has the capability to offer anything grant related.

The GC discussed the need for the Faculty Research Center. It would be helpful to have resources for educational speakers on topics such as research ethics, research design, and so on. The Scholarship Center could facilitate these as well as collaborative projects.

There is pressure from federal sources for universities to make faculty and students aware of responsible conduct of research. There should be budget support that allows R & D and the Grants office to provide education on compliance. It would make sense to link the Faculty Scholarship Center to something that already exists where there is expertise.

The Faculty Scholarship Center would be a good parallel to the growth in graduate education. Both faculty and grad students could benefit.

The Faculty Senate has not yet acted on this Center. N. Giardina will share the GC's concerns with Jean Nagelkerk.

Action: C. Coviak will request Rob Franciosi's and Jean Nagelkerk's presence at an upcoming GC meeting. R. Wilson will be chairing the next meeting.

X. Adjournment

Action: B. Rudolph motioned to adjourn and N. Mack seconded. Meeting adjourned at 11:17 AM.

Minutes approved at 10/7/05 Graduate Council meeting.