

**Graduate Council Meeting  
February 3, 2006  
Approved Minutes**

**Faculty Members Present:** D. Cannon, C. Grapczynski, M. Luttenton, N. Mack, J. Ray, B. Reinken, D. Ross, B. Rudolph, L. Veeneman for P. Parker, R. Wilson

**Absent:** C. Coviak, P. Stowe-Bolea

**Elected Student Representatives Present:** M. Kundrat

**Absent:** C. Daly

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

**Absent:** R. Damm

**Administrative Ex-Officio Present:** C. Bajema, B. Cole, I. Fountain, N. Giardina, T. James-Heer, P. Kimboko, B. Widmaier

**Absent:** S. Lipnicki

**I. Call to Order**

R. Wilson called the meeting to order at 9:40 AM.

**II. Approval of Agenda**

**Action:** C. Grapczynski moved to approve the agenda. J. Ray seconded. Motion approved.

**III. Approval of Minutes**

**Action:** B. Reinken moved to approve the minutes of January 20, 2006 with corrections. N. Mack seconded. Motion approved.

**IV. Report of the Chair**

R. Wilson's report is discussed under New Business.

**V. Report of the Dean**

**Grad Directors Meeting**

P. Kimboko discussed the Grad Directors (GD) meeting of 1/27/06. Copies of the GD agenda will be sent to Grad Council members.

**ECS Actions**

The Specialist in Ed Leadership program was approved by ECS and now goes to UAS. ECS has also asked UCC to look at graduate course numbering issues again. Further input has been requested from GC-CC (see below).

**HRRC** now has regularly scheduled board meetings for proposals requiring full board review, and the information about submission deadlines have been added to the R&D Center website ([www.gvsu.edu/research\\_dev](http://www.gvsu.edu/research_dev))

### **King Chavez Parks Future Faculty Fellowships**

Some fellowships are available under this State of Michigan program. It is no longer limited to students who are going to become higher education faculty. The fellowships are available to Native American, Hispanic/Latino, and African American students. The requirements are that they must be a resident of MI and pursuing a graduate degree that might lead them to service in higher ed. as faculty or administrators. The information is on the Multicultural Affairs website. Deadline for receipt of applications was extended to March 15.

### **New Grad Directors (GD) Orientation**

P. Kimboko discussed idea of an orientation for new grad directors. Some of the GD started at GVSU recently, while others are new to the position but not to GVSU. GC members were asked to provide feedback and possibly be available to meet with new GD.

### **Benchmarks for Grad Programs**

P. Kimboko provided a list of peer institutions from the Provost: Western WA U; Towson State U; Portland State U; U of Northern IA; James Madison U; Appalachian State U; U of Omaha; Montclair State U; CUNY-Hunter College; Boise State U; and Youngstown State U. She asked the GD and GC to review the CGS quality benchmarks for graduate/master's programs.

The GC discussed criteria for selecting benchmarks. Emphasis on liberal education at grad level; urban location; and master's vs. doctoral institutions were some of those used. Carnegie classifications are no longer applicable as these have been changed. All were asked to review the list of indicators/benchmarks for masters programs developed by the graduate deans at a summer workshop.

### **Grants Director Position**

The GSGA office is working on a job description and will soon begin a search for a director of grants.

## **VI. Report of the Curriculum Subcommittee**

B. Reinken reported that no meetings have been held since the last documents were approved. The GC-CC will meet again on Friday, Feb. 10, at 9 AM in 303C. Seven new documents have arrived from the Provost's office. The GC-CC will begin writing a White Paper on the GC criteria for proposals after Feb. 8<sup>th</sup>.

R. Wilson continued the report after B. Reinken's departure. He discussed the GC recommendation to extend the current course numbering system to include 700's. ECS met and had questions about undergrads taking 500 level courses, and if 700's are reserved primarily for post masters, how they would impact clinical doctorates. Questions will be directed to B. Reinken.

P. Kimboko pointed out that ECS originally asked GC to address the course numbering issue, and that the Ed Specialist program approval may be delayed if this is not resolved.

A similar issue concerned thesis vs. dissertation at the clinical doctorate level, e.g., the DPT. C. Grapczynski explained that the capstone requirement for DPT programs is at thesis or project level rather than a dissertation level.

## **VI. Report of the Policy Subcommittee**

M. Luttenton provided a draft of policies and guidelines for graduate certificate programs and a statement providing rationale for using and expanding certificates. The GC-PC used Council of Graduate Schools model policy which will bring GVSU closer to other masters institutions. These will apply to certificate programs that are internal to GVSU and not necessarily to state or federal programs, such as those in COE that are required for teachers.

In response to a request to give examples of possible certificates, P. Kimboko discussed a gerontology certificate as an example of a potential graduate certificate program. Those who already have a master's degree, such as nurses or physical therapists, may seek a gerontology certificate if they do not have experience or knowledge of working with the elderly; others may want to complete the certificate while completing another degree here at GVSU. In other instances, there may be some emerging expertise that overlaps two disciplines.

Further discussion ensued, including how needs assessment is addressed in the document; and that the university should look at national trends as well as local community needs.

P. Kimboko suggested that the document should allow for multiple units to be involved in a single certificate so some terms should be plural rather than singular. Certificates can be interdisciplinary and involve more than one department.

The new certificate policy would resolve the problem of inflated drop out rates as those completing certificates will be counted as finishing their program.

The document will go forward after the full GC approves it. GC-PC expects to have a vote at our next meeting. GC members were asked to send comments to M. Luttenton.

The GC-PC will be addressing thesis/project issues and block scheduling of classrooms within grad programs in the future. The GC-PC meets today and will prioritize their issues.

## **VII. Report of GPSA Executive Committee**

R. Stern gave the report. She handed out the February Graduate and Professional Student Association (GPSA) newsletter and reviewed its contents. Reaching students continues to be a challenge. GPSA documents are distributed via grad directors, the BlackBoard site, and the listserv, but they do not reach everyone.

GPSA is still working on the budget process for 06-07.

P. Kimboko mentioned that some students at the GPSA kickoff thought they would be meeting professors and were disappointed that their professors weren't there.

## **VII. Old Business**

### **Moving Courses Directly from GC-CC to UCC**

R. Wilson recommended tabling the discussion to wait until C. Coviak and B. Reinken are present.

### **Presidential Search**

**Discussion:** Several GC members had attended presidential search forums. However, members felt that the GC should issue an official statement on the presidential search. Some concerns were that the new president would support graduate education as GVSU's growth will take place at grad level; and what resources would be available to support the growth in a quality manner.

R. Wilson will e-mail the GC for input and will write a draft to work on with C. Coviak.

## **VIII. New Business**

### **Center for Scholarly and Creative Excellence**

**Discussion:** J. Ray reported that the Faculty Research Center previously recommended by the UAS in 2000-2001 is now called the Center for Scholarly and Creative Excellence (CSCE). The committee has met three times and, under direction of the Provost's office, expects to have by spring break a plan for what the Center should do and how it should function. They want to hear what units, colleges, and faculty think the Center should do for them.

P. Kimboko had spoken with the Provost about R & D. One COT handles everything. If the CSCE gets a director and a part-time COT, they will have more staff than R & D. She would like to see that the current R & D is fully staffed and get funds for guest speakers and other activities. In other words, she has lobbied for the resources that would be dedicated to the new Center to be added to the R&D Center allowing it to offer a wider range of services.

Per J. Ray, the committee had done benchmarking from other universities and found that all had an R & D component, but at this time, the plan is for the new Center to be separate. It may be housed in CIS. The Provost's office wants the Center to be in place before the new president arrives. However, there is very limited funding for it.

GC members questioned whether the Center is actually needed, and if it may be spreading faculty and monetary resources too thin. R. Wilson suggested the Provost's office should provide assurances that R & D would not lose support once this Center is put in place.

## **IX. Adjournment**

N. Mack moved to adjourn the meeting. J. Ray seconded. Motion passed.

Meeting adjourned at 11:10 AM

Minutes approved at the Graduate Council meeting of February 17, 2006.