**Graduate Council Meeting**

**January 24, 2020**

**201D DEV**

**Minutes**

**Approved 2/28/20**

**Faculty Present**: Dan Balfour, Andrea Bostrom, Amy Campbell, Shabbir Choudhuri, Dianne Conrad, Betsy Williams for Barbara Harvey, Jon Jeffryes, Courtney Karasinski, Emily Nichols, Rui Nui-Cooper, Karen Ozga, Linda Pickett, Jennifer Pope, Paulette Ratliff-Miller, Mark Staves, Guenter Tusch, Joel Wendland-Liu

**Administrative Ex-Officio Present:** Tracey James-Heer, Mark Luttenton, Jeffrey Potteiger, Steven Lipnicki, Ellen Schendel, Pam Wells

**Graduate Student Association:** Kirsten O’brien for Christina Lunn

**Ex-Officio Students Present:** Amanda Filkins, Cori Jaskiewicz

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| **AGENDA ITEM** | **DISCUSSION** | **ACTION/DECISION** |
| **I. Call to Order** | A. Bostrom called the meeting to order at 9:02 AM. |  |
| **II. Approval of Agenda** |  | **Motion:** S. Choudhurimoved to approve the agenda. P. Ratliff-Miller seconded. Motion passed unanimously. |
| **III. Approval of Minutes November 22, 2019** |  | **Motion:** S. Choudhurimoved to approve the November 22, 2019 minutes. P. Ratliff-Miller seconded. Motion passed unanimously. |
| **IV. Chair’s Report – A. Bostrom** | GC Midyear report  Midyear report submitted in December. Five ECS charges provided for the upcoming year. The initial charge regarding GA funding has carried over. J. Potteiger and S. Choudhuri are working on a follow up report. New polices regarding conversion of micro-credentials and professional learning to be discussed further by the Policy Subcommittee. |  |
| **V. Graduate Student Association Report – K. O’brien** | GSA Meetings The GSA e-board met last week. Nominations for next e-board will open from January 13, 2020 to February 9, 2020 and a funding meeting will occur later today. Additionally, a new graduate student RSO has been approved for Communications.  Standing Committee Updates GSA is continuing to work on filling Standing Committee positions. Currently looking to fill a spot on the Inclusion and Equity committee.  Events GSA assisted in funding for MLK day event. Future social events include a Winter Welcome planned at Grand Rapids Brewing Company on February 6, 2020 and a Griffins game on March 14, 2020. |  |
| **VI. Curriculum & Program Review Subcommittee Report – M. Staves** | Graduate Program Review Eight reviews are slated for this year. The MPH program review is near completion. Draft MPH report is in review with Unit. The DNP program and Criminal Justice review site visits have occurred this past month. Nursing and Criminal Justice external reports have not yet been received. Upcoming external reviews in February include Biology, English, TESOL, Reading and Literacy Studies, and Education Technology.  Dean Potteiger reports that program reviews are well received by the Provost, and are highly valued for the institution. Dean Potteiger thanked all members involved.  M. Staves reviews the role of Policy Subcommittee members within the program review including external site visit attendance and drafting reports.  Additionally, the MS in Nursing and Mental Health Certificate has been approved. |  |
| **VII. Policy Subcommittee Report – S. Choudhuri** | Uniform Course Numbering Policy  The revised uniform course numbering policy was approved by the policy committee. The revised draft policy for uniform course numbering presented to the Graduate Council for approval to be sent forward to ECS.  Converting Professional Learning Into Graduate Credit Policy  The draft policy was brought to Graduate Council for discussion. The policy looks to quantify professional learning in a way that counts toward graduate degree. The draft policy for converting professional learning into graduate credit to set standards for the process of up to 20% of program credits and opt-out policy. Concerns regarding lack of appeal options given the flexibility in assessment criteria in regards to bias, and culmination experience credit. Professional experience may not be a one-to-one replacement of course, therefore distinct course number is to account for professional learning differences. Strategic planning and a clear rubric will help maintain the rigor of the programs. Policy committee to continue to revise and develop the policy in subsequent meetings.  Policy for Converting Micro-credentials to Graduate Degree  The draft policy was brought to Graduate Council for further discussion. The policy looks to further establish a path for students to create a smooth transition into a graduate program. The policy allows for a flexible number of credits to be applied to degree. Micro-credentials may allow for more cross-departmental learning for interdisciplinary degrees. Concerns regarding student enrollment timeframe, and double counting credits. Some micro-credentials have an admission process, and these students may be different than non-degree seeking but are still not admitted to a graduate program. However, not all micro-credentials may need admission process. Tuition costs also vary between non-degree seeking/micro-credential students and degree seeking students, and financial aid barriers may occur. Policy committee to continue to revise and develop the policy in subsequent meetings. | **Uniform Course Numbering Motion:** Motion passed unanimously. |
| **VIII. Dean’s Report – J. Potteiger** | EAB Speaker  This afternoon a speaker will be discussing marketing to adult learners in Loosemore Auditorium and all are invited to attend.  New Hire  The University is moving forward with new positions for enrollment management in order help GPDs promote their graduate programs and recruit students. The search for the individual has begun.  Applications  Currently the number of applications appears about the same as the previous year, however the numbers vary across programs. The difference between accepted applicants and acutal enrollment may be better data metric. In the past, the general sense that accepted applicants attend wherever the student receives the best financial package. After financial barriers, the quality of the program and accreditation appear to be the most significant determinants. |  |
| **IX. Old Business** | There was no old business. |  |
| **X. New Business** | There was no new business. |  |
| **XI. Adjournment** |  | **Motion:** J. Pope moved to adjourn. G. Tusch seconded. Meeting adjourned at 11:05 AM. |