**Graduate Council Meeting**

**November 22, 2019**

**201D DEV**

**Minutes
Approved 1/24/20**

**Faculty Present**: Dan Balfour, Andrea Bostrom, Wendy Burns-Ardolino, Amy Campbell, Xiang Cao, Shabbir Choudhuri, Barbara Harvey, Betsy Williams for Jon Jeffryes, Courtney Karasinski, Emily Nichols, Rui Niu-Cooper, Karen Ozga, Jennifer Pope, Mark Staves, Marie VanderKooi, Joel Wendland-Liu

**Administrative Ex-Officio Present:** Irene Fountain, Tracey James-Heer, Mark Luttenton, Jeffrey Potteiger, Steven Lipnicki

**Graduate Student Association:** 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 10:05 AM.  |  |
| **II. Approval of Agenda**  |  | **Motion:** S. Choudhurimoved to approve the agenda. D. Balfour seconded. Motion passed unanimously.  |
| **III. Approval of Minutes October 25, 2019** |  | **Motion:** D. Balfourmoved to approve the October 25, 2019 minutes with corrections. W. Burns-Ardolino seconded. Motion passed unanimously.  |
| **IV. Chair’s Report – A. Bostrom**  | The Policy for Culminating Experience Projects was approved at ECS and will be voted on at UAS today. ECS requested that the memo accompanying the policy would include where the policy will be published. They also asked for clarification about certain types of projects submitted to Scholarworks. Exceptions can be made for projects that include proprietary information, and projects including audio/video can be linked from Scholarworks to outside sources such as YouTube. Some ECS members had concerns that the policy might not require enough writing. |  |
| **V. Curriculum & Program Review Subcommittee Report – M. Staves** | Graduate Program ReviewThe MPH program external reviewer site visit was held on Monday and Tuesday, November 11 and 12. The reviewers met with students, alumni, employers, faculty, the Provost, two members of the Graduate Council, and deans. The external reviewer report is due on November 26. Program review teams may meet at their discretion prior to their external reviewer site visit. Log 10944: New Certificate Program-Psychiatric/Mental Health Nurse PractitionerThe GC-CPR subcommittee reviewed and approved this proposal pending corrections to course titles in the document. It is a stand-alone certificate for working professionals and students in the DNP program.  | **Motion:** The Curriculum and Program Review Subcommittee’s motion to approve Log 10944 pending corrections to course titles was approved.  |
| **VI. Policy Subcommittee Report – S. Choudhuri**  | The uniform course numbering policy was approved and forwarded to ECS/UAS. The draft policy for converting professional learning into graduate credit is under discussion with the Dean of the Graduate School and GPDs to gather feedback. A draft policy for converting badges and certificates into graduate degrees is being developed with a number of issues to be considered such as, credits allowed prior to admission, and awarding badges to students in cohort programs. Programs will provide feedback on how the policy could be implemented in their programs.  |  |
| **VII. Graduate Student Association Report – C. Lunn** | GSA MeetingsThe GSA e-board met last week. The meeting focus was on the dinner/conference for RSO officers held on Wednesday, Nov. 21. Also discussed was starting the nomination process for a new GSA president for next year. This would be done earlier than past years but would assure a smooth transition. The GSA funding board met on Friday, Nov. 15 and approved three proposals. Approximately $42,500 has been approved so far in AY 2019-20. The next funding board meeting is December 13. Standing Committee UpdatesSeveral students withdrew from serving on standing committees, including the Graduate Council and UAC. Time commitment might be an issue but GSA officers need to find out why and plan how to have students maintain their commitment to serve. EventsAll but one ticket were sold for the November 8 Griffins game. The conference/dinner for RSO officers was held yesterday, November 21. Representatives from 15 organizations attended. President Mantella attended and shared her vision for graduate students at GVSU. This meeting was the first time that RSOs were brought together in such a manner to discuss matters of mutual concern. There was interest in holding monthly RSO officer meetings or perhaps a town hall meeting every semester. The GSA is discussing bylaws changes. Some RSO’s try to get funding for events, but the bylaws have restrictions which make it challenging. For event funding, RSOs want to bring in speakers, but the GSA does not have the ability to make contract arrangements. If needed, this might be something that could be worked out with Student Life. The bylaws were originally based on Student Senate bylaws. There was some discussion about eliminating event funding and increasing travel funding. |  |
| **VIII. Dean’s Report – J. Potteiger**  | New InitiativesJ. Potteiger attended the president’s investiture wherein she spoke of changes coming to GVSU. Innovative ways of offering graduate programs are already being explored and implemented, such as combined degree programs, increasing our offerings of badges and stand-alone certificates, lifelong learning opportunities for students to return and finish their degrees, and obtaining continuing education credit that counts as academic credit. Additional resources will be available along with more support from Institutional Marketing to market programs. There is a plan to hire a staff member to help GPDs promote their graduate programs and recruit students. Dean of Students Loren Rullman, Vice Provost and Dean of Students, will attend the January Graduate Council meeting to discuss student services on the various campuses. Graduate Council members should be prepared to ask questions. International Student Credit HoursInternational students must be enrolled full-time. The only exception is for the last semester at the end of their academic career. At the end of that semester they would need to either be employed or go back to their home country. They will not be allowed to stay multiple semesters where they are enrolled in fewer than 9 credits. The Graduate School cannot approve exceptions. This policy will impact the School of Engineering and the continuous enrollment policy. The Graduate Council might need to consider a policy on what full time enrollment is expected to be. Travel Risk DocumentTGS is working with the Risk Management office to draft an acknowledgment for graduate students to sign when they apply for the Academic Conference Fund. Beginning in January, the acknowledgment will be online as part of the ACF application. Students would read it and check a box for acknowledgement. The GSA will need to decide if they should have such an acknowledgment for student travel. TerminologyThe GCEC recently discussed the varying terminology used at graduate level for tracks, concentrations, emphases, and areas of study. These terms are not defined, and the Registrar’s office enters the terms in the system based on what the programs give them. There needs to be consistent terminology, particularly with the increased use of badges and micro-credentials. International Student RecruitmentGC members had concerns about how the agents are selected for recruiting internationally. J. Potteiger is kept apprised of agents in foreign countries but not necessarily potential strategies for international recruitment going forward. Enrollment of international students continues to decline overall due to external factors going on in this country so a plan for recruitment is needed.  |  |
| **IX. Old Business**  |  There was no old business.  |  |
| **X. New Business** | There was no new business.  |  |
| **XI. Adjournment** |  | **Motion:** M. Staves moved to adjourn. S. Choudhuri seconded. Meeting adjourned at 11:03 AM.  |