**Graduate Council Meeting**

**September 6, 2019**

**201D DEV**

**Minutes   
(approved 9/27/19)**

**Faculty Present**: Dan Balfour, Andrea Bostrom, Wendy Burns-Ardolino, Amy Campbell, Xiang Cao, Rui Niu-Cooper, Barbara Harvey, Lihua Huang, Jon Jeffryes, Courtney Karasinski, Karen Ozga, Jennifer Pope, Paulette Ratliff-Miller, Mark Staves, Jane Toot, Marie VanderKooi, Joel Wendland-Liu

**Administrative Ex-Officio Present:** Steven Lipnicki, Mark Luttenton, Jennifer Palm, Ellen Schendel

**Graduate Student Association:** Christina Chong

**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 9:05 AM. |  |
| **II. Welcome and Introductions** | Need to identify student voting members. |  |
| **II. Approval of Agenda** |  | **Motion:** W. Burns-Ardolino moved to approve the amended agenda. J. Pope seconded. Motion passed unanimously. |
| **III. Approval of Minutes April 19, 2019** |  | **Motion:** J. Popemoved to approve the April 19, 2019 minutes. W. Burns-Ardolino seconded. Motion passed unanimously. |
| **IV. Chair’s Report – A. Bostrom** | Review of Charges  A. Bostrom presented ECS charges and asked members to review the Graduate Council Bylaws.  Graduate Program Review: One person from Policy Subcommittee (PC) will join one person from Curriculum & Program Review (CPR) to assist with the Graduate Program Review process.  Beginning a discussion of converting Continuing Education Credits into course equivalences. |  |
| **V. Curriculum & Program Review Subcommittee Report – M. Staves** | One curricular item remained from 2018-19: Master of Science in Recreational Therapy. This will be discussed at the first subcommittee meeting.  Program review will be the main assignment. First program will be reviewed tentatively in October. DNP will occur later in the year. The calendar for review is currently is process.  Assignments (to avoid conflicts of interest): One lead from CPR, another member from CPR, and one member from PC.  Staves: Executive Committee has meet with all respectively Graduate Program Directors. Each GPD has provided a list of prospective reviewers. The list is reviewed by the chairperson of CPR and the academic dean and then the Dean of the Graduate School begins inviting reviewers.  Reviewers will arrive on campus and meet with various parties over the course of 2-3 days. Reviewers will then write a final report based on the information presented from the program and meetings/interviews.  The subcommittee will then compile a report based on the reviewers’ feedback and other information provided. It will them be presented to Full Graduate Council, is then reviewed by multiple parties, and a final report is presented to the Provost.  Possible revised data in October (E. Schendel). |  |
| **VI. Policy Subcommittee Report – S. Choudhuri** | The PC will discuss charges. Once the schedule for program review is set, PC may set aside meetings to allow members to participate in the Program Review process.  Relevant charges: uniform course numbering, graduate assistantship funding, experiential credit for graduate programs, policy review/evaluation. |  |
| **VII. Graduate Student Association Report – C. Chong** | GSA successfully held the Fall Welcome event with over 80 students in addition to guests at the event.  GSA looking to add social events for graduate students and targeting different populations of students to increase attendance and engagement at events.  Graduate Appreciation Week: benchmarking from other institutions shows the size of GVSU’s graduate population could benefit from a Graduate Student Appreciation Week (Winter semester).  Standing Committees: GSA is working to recruit students to the standing committees and ensure regular attendance. How can GSA show appreciation for these students for giving their time to committee work?  An annual meeting to include all graduate students in GSA planning and decision making. Looking to collaborate with all interested students.  Discussion on making the process easier for Graduate Student Organizations to request money for conferences, events, and other funding.  Elections and transitions will be earlier for the E-Board, GSA working on a manual/guidebook. |  |
| **VIII. Dean’s Report – M. Luttenton** | M. Luttenton thanked everyone for participating in Graduate Council and welcomed new and returning members. He also acknowledged the hard work of The Graduate School staff.  Handbooks/guidebooks/manuals are all updated.  Graduate Program Director policy; updates to combined degree program policies and thesis and dissertation policy.  Graduate Program Review: TGS concluded the reviews from the 18-19 academic year and distributed the final reports. Potteiger and Staves have met with the GPDs for the 2019-20 program review.  A meeting is set with the Office of the Registrar and Intuitional Marketing to bring the SICD form online.  Special thanks to GA Cori Jaskewicz for updating and compiling the Graduate Exit Survey Reports. This will now include Spring/Summer surveys to reflect an entire year’s worth of exit survey data. Worked with CHP to have a representative from TGS at their final meeting period to have the students complete the grad exit survey. |  |
| **IX. Old Business** | There was no old business. |  |
| **X. New Business** | Subcommittee Assignments: no requests for changes.  Badges: discussion of stacked badges and if this is a “back door” for students to get admitted into a program. Students must adhere to the 12-credit limit for students to take courses as a non-degree seeking student and count those credits toward a graduate degree.  Badges can also be used as a recruitment tool or a way to offer professional development/continuing education for alumni. Could someone give Graduate Council or GPDs a presentation on badging and how it can be used to increase enrollment and benefit students?  College of Education and Computing programs are beginning to design micro-credentials that will go to the University Curriculum Committee. UCC policy website. |  |
| **XI. Adjournment** |  | **Motion:** S. Choudhuri moved to adjourn. P. Ratliff-Miller seconded. Meeting adjourned at 10:40 AM. |