Annual Report • 2018-19

The Graduate School
Grand Valley State University
318C DeVos Center
616-331-7105
www.gvsu.edu/gs
gradschool@gvsu.edu
# Table of Contents

Executive Summary 2018-19.................................................................4
The Graduate School Mission, Vision, and Values ................................5
Profile of Graduate Students: 2018-19 Academic Year..........................6
Major Initiatives ..................................................................................9
  New Graduate Programs 2018-19.....................................................9
  Graduate Assistantship Reallocation Project ....................................9
Ongoing Activities .............................................................................10
  The Graduate School Strategic Plan ..............................................10
  Graduate Exit Survey .......................................................................10
  Outstanding Graduate Student Accomplishments..........................11
  Outstanding Thesis Nominees ........................................................16
  Dissertation and Thesis Approvals ..................................................16
  Requests for Exception to University Policy .....................................17
  Faculty Engaged in Graduate Education ........................................19
  Graduate Assistantships 2018-19 ......................................................19
  Special Projects Graduate Assistantship Positions 2019-20 ..........20
Graduate Student Events and Programs ............................................21
  Graduate Academic Conference Fund ............................................22
  Graduate Presidential Research Grants .........................................22
  Graduate Student Association 2018-19 Annual Report ..................23
Campus-Wide Events .........................................................................24
  3MT: Three Minute Thesis Competition .........................................24
  Graduate Showcase 2019: Tomorrow's Innovators Today ..............24
  Graduate Student Celebration .......................................................26
  Graduate Dean’s Citations for Academic Excellence .....................26
  New Graduate Student Orientation ................................................27
  Graduate Assistant Orientation .....................................................28
Graduate Communications ..................................................................29
  Graduate Advising Handbooks ......................................................29
  Graduate Directors Handbook ......................................................29
  Graduate Student Guidebook .......................................................29
  The Graduate School Podcast Series .............................................29
  6 in 60: The Graduate School Newsletter .......................................29
  “Grad Monthly: Headlines from Across the Nation” Newsletter .......29
  The Graduate School Website .......................................................30
  GradSchoolGVSU: The Graduate School on Facebook .................30
Graduate Leadership ..........................................................................31
  Graduate Council ...........................................................................31
  Graduate Program Directors (GPD) Advisory Group .....................34
The Graduate School Information and Activities .................................35
  The Graduate School – Financial Support ......................................35
  The Graduate School Staff ............................................................36
  The Graduate School Graduate Assistants and Student Assistants .38
List of Tables and Figures

Tables

Table 1: Profile of Graduate Students for the 2018-19 Academic Year .................................................................6
Table 2: Total Graduate Enrollment Headcount of Degree Programs by College 2018-19 ...........................................8
Table 3: Special Project Graduate Assistantship Positions approved for 2019-20 .........................................................21
Table 4: 2018-19 Academic Conference Fund Facts ........................................................................................................22
Table 5: 2018-19 Presidential Research Grant Facts ........................................................................................................23
Table 6: Graduate Showcase Expenses ..........................................................................................................................24
Table 7: Graduate Showcase Participants and Posters ....................................................................................................25
Table 8: Graduate Student Celebration Facts ................................................................................................................26
Table 9: Dean’s Citations Awards 2018-19 .......................................................................................................................27
Table 10: The Graduate School External Financial Support ..........................................................................................35
Table 11: Membership Support........................................................................................................................................36

Figures

Figure 1: Total Degree Seeking Graduate Headcount by College 2009-18 ........................................................................8
Figure 2: Graduate Student Rating of Overall Program Quality ..................................................................................10
The Graduate School at Grand Valley State University is highly engaged in the education of our students. We provide meaningful support to students, staff, and faculty, encouraging their educational, personal, and professional development. We continually strive to give our graduate students the best educational experience possible so they may be lifelong learners who are actively engaged in their professions and their communities. Our rigorous masters and doctoral programs are taught by highly qualified faculty and staff who use innovative strategies and techniques for engaging students. All of GVSU's graduate programs are grounded in rigorous academic plans of study and supported by a university that adheres to policies and procedures that guide the academic process yet provide the flexibility to address unique situations and create individual learning experiences.

The Graduate School actively oversees all areas of graduate education at GVSU. We are responsible for administration of the graduate assistantship program, collaborating with the Graduate Student Association to offer the PACES professional development program, leading the Graduate Showcase, hosting the New Graduate Student Orientations and the Graduate Student Celebrations, supporting the work of faculty governance through Graduate Council, supporting the Graduate Student Association, producing the Graduate Director’s Handbook, the Graduate Student Guidebook, and the Graduate Advising manuals, administering the Presidential Research Grants and Academic Conference Fund programs, reviewing graduate faculty applications and maintaining a graduate faculty database, and enforcing graduate education policies. Major initiatives for 2018-19 included: the Graduate Assistantship Reallocation project, facilitating the new graduate program review process, supporting departments seeking to create combined degree programs, and development and implementation of the Thesis and Dissertation Workshops. The Graduate School plays an important role in supporting our students and the faculty engaged in graduate education. Each of the major initiatives, as well as the annual work of The Graduate School, is described in detail in this report.
Our Mission
To define, support, and advance excellence in graduate education and the scholarly and research activities associated with it. To articulate a vision of excellence in our actions and policies that affect students, faculty, and curriculum. To advocate for graduate education and graduate students, faculty, and staff within the university in terms of resources, services, and other activities that support graduate student endeavors and goals; and encourage a diverse, inclusive, and connected graduate community.

Our Vision
GVSU will become the university of choice for students seeking a strong graduate education in a Carnegie classification “Master's Large” institution of higher education that is grounded in a liberal arts tradition by focusing on the promotion of distinctive and exemplary graduate education programs, comprehensive educational settings, service, and scholarly experiences. The Graduate School will provide exemplary leadership and continuous support for the development and provision of distinctive and exceptional graduate programs that prepare GVSU graduates to be effective leaders in their field, to be engaged lifelong learners, to succeed in attaining a professional career or admission to further graduate or professional study, and to excel in a global environment.

Our Values
- **Critical Thought** - our students actively and skillfully engage in conceptualizing, applying, analyzing, synthesizing, and/or evaluating information as it applies to their area of study as well as their community as a whole.
- **Personal Capacity** - our graduate community develops and sustains personal initiative and maintains a culture of professionalism and integrity.
- **High Impact Challenges** - we offer meaningful opportunities to learn in a holistic environment and those involved are challenged and transformed by the environment and those opportunities.
- **Inclusion** - we provide an environment and climate of collegiality, collaboration, and inclusiveness for all.

The Graduate School Staff at Grand Valley State University for 2018-19 included:

Dean Jeffrey A. Potteiger
Associate Dean Mark Luttenton
Administrative Assistant Irene Fountain
Assistant to The Graduate School Jennifer Palm
Graduate Assistants Amanda Gay, Corinne Jaskiewicz, and Nicholas Ross
Student Assistants Brittany Ackerman and Kelley Heynen.
Graduate Program Profile: 2018–19 Academic Year

The 2018–19 academic year includes the Fall 2018, Winter 2019, and Spring/Summer 2019 semesters. For many graduate programs, students may have applied, been admitted, and/or matriculated in any of those semesters.

The Applied and Admitted columns in Table 1 represent all graduate applications received by each program combined from Fall 2018, Winter 2019, and Spring/Summer 2019 semesters (through June 26, 2019).

The New Enrollees and Total Enrollees columns represent the combined unduplicated headcounts for Fall 2018, Winter 2019, and Spring/Summer 2019 based on official census numbers.

Due to the timing of this report, the Degrees Awarded column represents Spring/Summer 2018, Fall 2018, and Winter 2019.

Table 1: Profile of Graduate Students for the 2018-19 Academic Year

<table>
<thead>
<tr>
<th>College</th>
<th>Program</th>
<th>Applied</th>
<th>Admitted</th>
<th>New Enrollees</th>
<th>Total Enrollees</th>
<th>Degrees Awarded</th>
</tr>
</thead>
<tbody>
<tr>
<td>Brooks College of Interdisciplinary Studies</td>
<td>Social Innovation</td>
<td>11</td>
<td>11</td>
<td>7</td>
<td>7</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>Subtotal</td>
<td>11</td>
<td>11</td>
<td>7</td>
<td>7</td>
<td>0</td>
</tr>
<tr>
<td>College of Community &amp; Public Service</td>
<td>Criminal Justice</td>
<td>32</td>
<td>30</td>
<td>11</td>
<td>25</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Health Administration</td>
<td>61</td>
<td>58</td>
<td>27</td>
<td>79</td>
<td>18</td>
</tr>
<tr>
<td></td>
<td>Nonprofit Leadership Certificate</td>
<td>6</td>
<td>6</td>
<td>3</td>
<td>6</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Philanthropy &amp; Nonprofit Leadership</td>
<td>14</td>
<td>11</td>
<td>5</td>
<td>17</td>
<td>6</td>
</tr>
<tr>
<td></td>
<td>Public Administration</td>
<td>117</td>
<td>104</td>
<td>48</td>
<td>133</td>
<td>40</td>
</tr>
<tr>
<td></td>
<td>Social Work</td>
<td>270</td>
<td>253</td>
<td>148</td>
<td>368</td>
<td>150</td>
</tr>
<tr>
<td></td>
<td>Subtotal</td>
<td>500</td>
<td>462</td>
<td>243</td>
<td>628</td>
<td>220</td>
</tr>
<tr>
<td>College of Education</td>
<td>Educational Leadership</td>
<td>156</td>
<td>155</td>
<td>108</td>
<td>361</td>
<td>58</td>
</tr>
<tr>
<td></td>
<td>Educational Technology</td>
<td>17</td>
<td>17</td>
<td>9</td>
<td>39</td>
<td>19</td>
</tr>
<tr>
<td></td>
<td>General Education</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>38</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>Higher Education</td>
<td>109</td>
<td>97</td>
<td>38</td>
<td>118</td>
<td>49</td>
</tr>
<tr>
<td></td>
<td>Instruction &amp; Curriculum</td>
<td>133</td>
<td>132</td>
<td>100</td>
<td>303</td>
<td>64</td>
</tr>
<tr>
<td></td>
<td>Leadership Ed.</td>
<td>16</td>
<td>14</td>
<td>12</td>
<td>29</td>
<td>9</td>
</tr>
<tr>
<td></td>
<td>Literacy Studies</td>
<td>85</td>
<td>85</td>
<td>63</td>
<td>183</td>
<td>38</td>
</tr>
<tr>
<td></td>
<td>Online/Blended Instruction &amp; Assessment</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>Reading</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>2</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>School Counseling</td>
<td>51</td>
<td>45</td>
<td>33</td>
<td>64</td>
<td>19</td>
</tr>
<tr>
<td></td>
<td>Special Education</td>
<td>52</td>
<td>50</td>
<td>41</td>
<td>121</td>
<td>23</td>
</tr>
<tr>
<td></td>
<td>Subtotal</td>
<td>620</td>
<td>596</td>
<td>405</td>
<td>1259</td>
<td>279</td>
</tr>
<tr>
<td>College</td>
<td>Program</td>
<td>Applied</td>
<td>Admitted</td>
<td>New Enrollees</td>
<td>Total Enrollees</td>
<td>Degrees Awarded</td>
</tr>
<tr>
<td>----------------------------------------------</td>
<td>----------------------------------------------</td>
<td>---------</td>
<td>----------</td>
<td>---------------</td>
<td>----------------</td>
<td>-----------------</td>
</tr>
<tr>
<td>College of Health Professions</td>
<td>Clinical Dietetics</td>
<td>41</td>
<td>25</td>
<td>24</td>
<td>50</td>
<td>25</td>
</tr>
<tr>
<td></td>
<td>Medical Dosimetry</td>
<td>21</td>
<td>17</td>
<td>15</td>
<td>18</td>
<td>14</td>
</tr>
<tr>
<td></td>
<td>Occupational Therapy</td>
<td>139</td>
<td>69</td>
<td>62</td>
<td>138</td>
<td>59</td>
</tr>
<tr>
<td></td>
<td>Physical Therapy</td>
<td>412</td>
<td>101</td>
<td>62</td>
<td>178</td>
<td>60</td>
</tr>
<tr>
<td></td>
<td>Physician Assistant Studies</td>
<td>348</td>
<td>53</td>
<td>48</td>
<td>143</td>
<td>48</td>
</tr>
<tr>
<td></td>
<td>Public Health</td>
<td>95</td>
<td>80</td>
<td>45</td>
<td>90</td>
<td>42</td>
</tr>
<tr>
<td></td>
<td>Speech-Language Pathology</td>
<td>217</td>
<td>47</td>
<td>37</td>
<td>77</td>
<td>31</td>
</tr>
<tr>
<td><strong>Subtotal</strong></td>
<td></td>
<td><strong>1273</strong></td>
<td><strong>392</strong></td>
<td><strong>293</strong></td>
<td><strong>694</strong></td>
<td><strong>279</strong></td>
</tr>
<tr>
<td>College of Liberal Arts and Sciences</td>
<td>Applied Behavior Analysis Certificate</td>
<td>9</td>
<td>7</td>
<td>5</td>
<td>7</td>
<td>13</td>
</tr>
<tr>
<td></td>
<td>Applied Linguistics</td>
<td>16</td>
<td>16</td>
<td>11</td>
<td>20</td>
<td>7</td>
</tr>
<tr>
<td></td>
<td>Biology</td>
<td>20</td>
<td>20</td>
<td>17</td>
<td>43</td>
<td>11</td>
</tr>
<tr>
<td></td>
<td>Biomedical Sciences</td>
<td>35</td>
<td>19</td>
<td>8</td>
<td>20</td>
<td>7</td>
</tr>
<tr>
<td></td>
<td>Biostatistics</td>
<td>30</td>
<td>28</td>
<td>22</td>
<td>41</td>
<td>14</td>
</tr>
<tr>
<td></td>
<td>Cell &amp; Molecular Biology</td>
<td>24</td>
<td>23</td>
<td>14</td>
<td>41</td>
<td>12</td>
</tr>
<tr>
<td></td>
<td>Communications</td>
<td>64</td>
<td>60</td>
<td>23</td>
<td>57</td>
<td>22</td>
</tr>
<tr>
<td></td>
<td>English</td>
<td>19</td>
<td>15</td>
<td>10</td>
<td>34</td>
<td>10</td>
</tr>
<tr>
<td></td>
<td>School Psychology</td>
<td>40</td>
<td>17</td>
<td>14</td>
<td>43</td>
<td>24</td>
</tr>
<tr>
<td><strong>Subtotal</strong></td>
<td></td>
<td><strong>257</strong></td>
<td><strong>205</strong></td>
<td><strong>124</strong></td>
<td><strong>306</strong></td>
<td><strong>120</strong></td>
</tr>
<tr>
<td>Kirkhof College of Nursing</td>
<td>Palliative and Hospice Care Certificate</td>
<td>9</td>
<td>8</td>
<td>1</td>
<td>1</td>
<td>7</td>
</tr>
<tr>
<td></td>
<td>Nursing-DNP</td>
<td>31</td>
<td>31</td>
<td>23</td>
<td>112</td>
<td>49</td>
</tr>
<tr>
<td></td>
<td>Nursing-MSN</td>
<td>4</td>
<td>3</td>
<td>3</td>
<td>7</td>
<td>5</td>
</tr>
<tr>
<td><strong>Subtotal</strong></td>
<td></td>
<td><strong>44</strong></td>
<td><strong>42</strong></td>
<td><strong>27</strong></td>
<td><strong>120</strong></td>
<td><strong>61</strong></td>
</tr>
<tr>
<td>Padnos College of Engineering and Computing</td>
<td>Computer Information Systems</td>
<td>91</td>
<td>65</td>
<td>31</td>
<td>99</td>
<td>24</td>
</tr>
<tr>
<td></td>
<td>Data Science and Analytics</td>
<td>101</td>
<td>65</td>
<td>24</td>
<td>31</td>
<td>4</td>
</tr>
<tr>
<td></td>
<td>Engineering</td>
<td>70</td>
<td>44</td>
<td>23</td>
<td>87</td>
<td>32</td>
</tr>
<tr>
<td></td>
<td>Health and Bioinformatics</td>
<td>27</td>
<td>26</td>
<td>18</td>
<td>45</td>
<td>10</td>
</tr>
<tr>
<td><strong>Subtotal</strong></td>
<td></td>
<td><strong>289</strong></td>
<td><strong>200</strong></td>
<td><strong>96</strong></td>
<td><strong>262</strong></td>
<td><strong>70</strong></td>
</tr>
<tr>
<td>Seidman College of Business</td>
<td>Accounting</td>
<td>67</td>
<td>66</td>
<td>50</td>
<td>101</td>
<td>44</td>
</tr>
<tr>
<td></td>
<td>Business General</td>
<td>152</td>
<td>146</td>
<td>115</td>
<td>253</td>
<td>59</td>
</tr>
<tr>
<td></td>
<td>Taxation</td>
<td>4</td>
<td>4</td>
<td>4</td>
<td>18</td>
<td>6</td>
</tr>
<tr>
<td><strong>Subtotal</strong></td>
<td></td>
<td><strong>223</strong></td>
<td><strong>216</strong></td>
<td><strong>169</strong></td>
<td><strong>372</strong></td>
<td><strong>109</strong></td>
</tr>
<tr>
<td>Grand Valley State University</td>
<td>Non-Degree Graduate</td>
<td>566</td>
<td>547</td>
<td>231</td>
<td>366</td>
<td>NA</td>
</tr>
<tr>
<td><strong>GRAND TOTAL</strong></td>
<td></td>
<td><strong>3783</strong></td>
<td><strong>2671</strong></td>
<td><strong>1595</strong></td>
<td><strong>4014</strong></td>
<td><strong>1138</strong></td>
</tr>
</tbody>
</table>
The total graduate enrollment headcount information in both Figure 1 and Table 2 is based on the Fall census data of the corresponding academic year.

**Figure 1: Total Graduate Degree-Seeking Headcount 2009-18**

![Total Graduate Enrollment 2009-18](image)

**Table 2: Total Degree Seeking Graduate Headcount by College 2009-18**

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>College of Community and Public Service</td>
<td>631</td>
<td>709</td>
<td>649</td>
<td>636</td>
<td>675</td>
<td>660</td>
<td>608</td>
<td>588</td>
<td>533</td>
<td>518</td>
</tr>
<tr>
<td>College of Education</td>
<td>1454</td>
<td>1438</td>
<td>1402</td>
<td>1294</td>
<td>1104</td>
<td>1134</td>
<td>1054</td>
<td>908</td>
<td>885</td>
<td>779</td>
</tr>
<tr>
<td>College of Health Professions</td>
<td>262</td>
<td>281</td>
<td>331</td>
<td>372</td>
<td>473</td>
<td>607</td>
<td>643</td>
<td>679</td>
<td>692</td>
<td>690</td>
</tr>
<tr>
<td>College of Liberal Arts and Sciences</td>
<td>205</td>
<td>190</td>
<td>182</td>
<td>183</td>
<td>172</td>
<td>202</td>
<td>225</td>
<td>261</td>
<td>271</td>
<td>270</td>
</tr>
<tr>
<td>Kirkhof College of Nursing</td>
<td>75</td>
<td>60</td>
<td>66</td>
<td>82</td>
<td>93</td>
<td>111</td>
<td>124</td>
<td>130</td>
<td>118</td>
<td>118</td>
</tr>
<tr>
<td>Padnos College of Engineering &amp; Computing</td>
<td>107</td>
<td>138</td>
<td>118</td>
<td>143</td>
<td>128</td>
<td>150</td>
<td>160</td>
<td>170</td>
<td>177</td>
<td>213</td>
</tr>
<tr>
<td>Seidman College of Business</td>
<td>406</td>
<td>388</td>
<td>352</td>
<td>326</td>
<td>317</td>
<td>349</td>
<td>332</td>
<td>310</td>
<td>270</td>
<td>273</td>
</tr>
<tr>
<td>University (Non-Degree Seeking)</td>
<td>418</td>
<td>351</td>
<td>326</td>
<td>301</td>
<td>280</td>
<td>246</td>
<td>207</td>
<td>205</td>
<td>166</td>
<td>136</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>3558</strong></td>
<td><strong>3555</strong></td>
<td><strong>3426</strong></td>
<td><strong>3337</strong></td>
<td><strong>3242</strong></td>
<td><strong>3458</strong></td>
<td><strong>3353</strong></td>
<td><strong>3251</strong></td>
<td><strong>3112</strong></td>
<td><strong>2997</strong></td>
</tr>
</tbody>
</table>
Major Initiatives

New Graduate Programs 2018-19
During the 2018-19 academic year, two new graduate programs were approved through the University Curriculum process, bringing the total number of graduate programs at GVSU to 42:

Master of Science in Cybersecurity (M.S.)
www.gvsu.edu/grad/security/
Doctor of Occupational Therapy (Dr.O.T.)
www.gvsu.edu/grad/drot/

The Graduate School supported the programs by assisting with the curricular development and approval process, creating program websites, and assisting with admissions criteria and information development. The programs and all applicable admissions and recruitment materials were added to the TGS Policies & Procedures Manual. The Graduate School continues to support newly-appointed Graduate Program Directors and assist with issues related to recruitment, admission, and enrollment in all graduate programs.

New Combined Degree Programs
During the 2018-19 academic year, four new combined degree programs were approved through the University Curriculum Review Process, bringing the total number of combined degree programs at GVSU to 8.

Computer Science and Computer Information Systems (B.S./M.S.)
Information Systems and Computer Information Systems (B.S./M.S.)
Computer Engineering and Computer Information Systems (B.S.E./M.S.)
Exercise Science and Athletic Training (B.S./M.A.T.)

Graduate Assistantship Reallocation Project
The GVSU GA allocation had as a primary purpose the advancement of the University’s strategic plan. The limited number of assistantships requires a regular evaluation of how those assistantships are allocated within the university. The 2018-19 allocation review process allowed programs, units, departments, offices, and centers to provide a justification for needing and requesting GAs and represents an ongoing effort to focus the University’s assistantship allocation, which is a valuable resource, to areas of demonstrable benefit to graduate students and the University.

Allocating graduate assistantships for 2019-20 employed a systematic process that used an evaluation of the five major categories (GA Responsibilities, GA Evaluation Process, Recruitment and Enrollment Plan, Student Benefits, and University Benefits). Each category was evaluated and scored (on a scale of 0-10) to establish how well each request achieves the expressed purpose. These evaluations were considered and the GA positions were distributed consistently with the priorities established for graduate assistantships as detailed in the Faculty Handbook Section FH 1.09.
The Graduate School Strategic Plan: 2016-21

The Graduate School completed the strategic planning process during Spring/Summer 2016 and received approval to implement the plan from the GVSU administration. The strategic plan includes objectives that will enhance graduate education and support graduate students and faculty alike. During 2018-19, The Graduate School gathered data for each objective, allowing staff to measure future progress toward our goals. The Graduate School is currently implementing many of the 2016-21 strategic objects and will continue to develop mechanisms to implement the plan fully.

Graduate Exit Survey

In an effort to continually improve graduate education, The Graduate School administers the graduate exit survey. At the end of each semester, graduate students who are nearing the end of their degree program are invited to complete the survey, and assess their graduate experience at GVSU. Of the 1,144 invitations sent to graduate students during the 2018-19 academic year, 356 (31%) completed the survey.

Students receiving their undergraduate degree from GVSU accounted for 46% of the respondents. Overall program quality was rated as very good to excellent by 71% of respondents (Figure 2), and was similar to program quality ratings for 2017-18. When asked if they would choose GVSU again if they were to start graduate school over, 84% answered yes.

Figure 2: Graduate Student Rating of Overall Program Quality

A majority of the respondents (84%) indicated that the intellectual quality of the faculty was very good to excellent and 78% noted that departmental/program staff had been very helpful. Many respondents noted that the interaction with faculty, their cohort, and the educational opportunities offered by their program in general were the highlights of their graduate experience.

Overall Program Quality

Intellectual Quality of Faculty
Outstanding Graduate Student Accomplishments

Milan Aryal, Master of Science in Engineering

Milan Aryal, a recent graduate of the School of Engineering, presented at the Institute of Navigation (ION) Precise Time and Time Interval Systems and Applications (PTTI) conference. The conference was “designed to disseminate and coordinate PTTI information at the user level, review present and future PTTI requirements, inform government and industry engineers, technicians, and managers of precise time and frequency technology and its problems, and provide an opportunity for an active exchange of new technology associated with PTTI.”

Milan’s presentation based on his thesis paper, Object Detection, Classification and Tracking for Autonomous Vehicles, focused on assisting with the challenges related to self-driving cars with respect to safely navigating to avoid collision. Through his presentation, he described the sensors used by the vehicles to interpret their environment and how using information from those sensors he developed an algorithm to detect objects and classify them when self-driving cars are traveling down the street.

While his presentation was based on simulations, Milan hoped the other attendees could learn from his approach. Regarding the conference as a whole, Milan said, “Presenting at the conference was a great opportunity for me. I had never presented my work on such a big stage. I not only had the chance to learn from other presenters but was also able to share my work.”

Milan also wanted to thank his thesis advisor, Dr. Nicholas Baine, for the support and contributions to his success. Milan is currently working as an intern at Steelcase and looks forward to further developing his skills.

Christine Ledezma, Master of Science in Criminal Justice

Christina Ledezma, a School of Criminal Justice graduate, is now serving as a Resource Navigator Aide for Alternative Directions within the Kent County Parole Office. She graduated this past spring with a Master of Science in Criminal Justice from GVSU.

In this position, Christina helps provide returning citizens the resources they need to become self-sufficient as they reintegrate back into the community from prison. These resources can be anything from bus passes to hygiene essentials to housing and employment opportunities. She enthusiastically describes her job saying, “It’s exciting and worthwhile to work both directly with those I’m helping and those who have the same goals as my organization.”

As a Resource Navigation Aide, she is always trying to gain a better understanding of what she is aiming to achieve both on a micro-level and macro-level within the criminal justice system. Christina credits her graduate program for helping her become a critical thinker, as the skills and knowledge she learned during her program extended beyond the classroom. She recalls the night of her first Criminology class, “It was utterly new as one of my first classes ever in [graduate school] and ultimately one of my favorites. That night, I was captivated, compelled and hooked on everything: my professor’s passion, my peers’ interjections, and Criminology.”

During her time at GVSU, Christina was the recipient of the Graduate Dean’s Citation Award for Outstanding Thesis for her thesis, Cold Careers and Occupational Hazards: Canadian Serial Killers and their Occupational Preferences. While she is thankful there isn’t a direct connection between her thesis subject and current job, she notes that the experience she gained in conducting research was invaluable. She is constantly looking for new resources that will better help returning citizens, and has found “regardless of the topic, knowing which sources to trust and which sources are best is a valuable skill.”
Mariana Naddaf, Master of Education in Higher Education

Mariana Naddaf, a College of Student Affairs Leadership Alumni, is now serving as the Assistant Director of Student Engagement - Student Employment & Advising at the University of Michigan (U of M) within the College of Literature, Science and the Arts. She graduated in 2016 from GVSU with a Masters of Education in Higher Education. Through her current position at U of M, she focuses on helping students prepare for what comes post-graduation. She is also responsible for “the hiring, training, and development of student positions within [her] unit that includes 10-15 interns and 50-100 Student Advisory Team (SAT) ambassadors”. Mariana credits her graduate assistantship with the Student Academic Success Center and course practicums with helping her refine her interests which ultimately led her down the professional path she is on today. She also noted that she had “educational and professional support from faculty and staff at GVSU that led to mentorship relationships and networking opportunities”.

Mariana is optimistic about her future looking potentially toward higher positions, but focusing on positions providing personal growth and further exploration of her field. She has a practical understanding of her career as she explained that “[her degree from GVSU helped her] think about a variety of roles possible within higher education and also to consider what is best for [her] individual needs”.

During her time at GVSU, Mariana was the recipient of the Graduate Dean’s Citation Award for Outstanding Thesis. Her thesis, *Coming Home: How Identity Plays a Role in Students who Study Abroad in an Area that is Representative of Their Heritage*, was submitted to the Midwestern Association of Graduate Schools (MAGS) 2019 Distinguished Master’s Thesis Award Competition as GVSU’s representative in the competition’s Social Sciences category.

Regarding her thesis, Mariana said, “I look back at it now and I can say it was one of my proudest accomplishments in my life. I had the chance to take a real world situation I had personal interest in and conduct research on the topic.”
Benjamin Sparks, Master of Arts in Applied Linguistics

Benjamin Sparks, a Masters of Arts student in Applied Linguistics, presented at the East Central Writing Center Association Conference (ECWA). According to the ECWA's mission, the purpose of the conference “fosters communication, encourages scholarship and research, and promotes effective practices among colleagues in secondary, community college, and university writing centers.” Benjamin's presentation, Assessing Linguistic Bias in New Writing Center Consultants, focused on linguistic discrimination at university writing centers. Through his presentation, he described why the topic was relevant, proposed a method to collect relevant data, and made suggestions as to how writing centers could use such data to inform consultants’ training.

Regarding his presentation, Benjamin said his ultimate goal “was to promote efforts that challenge writing center staff to think critically about academic writing, [meaning] why we choose to value a single language variety over all others, and the sociopolitical implications and consequences of that choice.” He also found that conferences have helped him contextualize his work as part of a bigger conversation on a national and global scale. He has also found conferences to be reaffirming as being part of a community who share concerns and are working toward a common goal. He said, “I returned from the ECWCA with a renewed sense of purpose and fresh ideas.”

Benjamin has finished his thesis and looks forward to working overseas as an English teacher in the future.
Kimberly Oldenborg, Master of Science in Biology

Kimberly Oldenborg, an alumna of the Biology graduate program at GVSU, received the Graduate Dean’s Citation Award for Outstanding Publication this past fall. Based on her thesis, an article she co-authored with Dr. Alan Steinman of the Annis Water Resources Institute, was published in the Journal Science of the Total Environment with high reviewer acclaim. Kimberly studied the impacts of dredging phosphorus laden sediments from a former celery farm which utilized phosphorous fertilizing within the Muskegon Lake Area of Concern. The restoration project was funded by the Great Lakes Restoration Initiative through a partnership with the Great Lakes Commission. Building upon her success, Kimberly has accepted a position with the Wisconsin Department of Natural Resources as the Northeast Lakeshore Total Maximum Daily Load Project Coordinator.

Deb Dila, Master of Science in Biology

The February issue of EOS, Earth and Space News, featured a GVSU alumna in the Postcard from the Field segment. Deb Dila graduated from the Master’s in Biology program and worked with the Annis Water Resource Institute (AWRI) between 2009 and 2010. Deb’s postcard featured an out of this world image captured from her epifluorescence microscopy work while inventorying microbes in Lake Michigan. After being stained, the microbes glow creating an image reminiscent of the night sky. Deb is currently a Senior Research Specialist at the School of Freshwater Sciences within the University of Wisconsin – Milwaukee.

The EOS archive, including the February issue, is available online.
Joseph Kissling, Master of Science in Engineering

Joseph Kissling, a Padnos College of Engineering and Computing graduate, is now serving as a mechanical engineer at the aerospace company NanoRacks in Houston, Texas. He graduated this past spring with a Master of Science in Engineering with an emphasis on Mechanical Engineering from GVSU.

Joseph is responsible for providing engineering support for NanoRacks External Platform (NREP). The NREP is an experiment table that is on the outside of the International Space Station that tests payloads and experiments for short and long term exposure to space. As NERP support comes and goes with the rocket launch cycles, Joseph also has a variety of other tasks such as participating in design/safety reviews at the Johnson Space Center.

Regarding the unique problems of his job, Joseph said, “I get to tackle problems that are literally out of this world. What more could an engineer possibly want? Designing hardware for space is a whole other level of difficulty because so many things that you take for granted on Earth when designing do not apply. I love the challenge.”

While at GVSU, Joseph worked with the applied Medical Device Institute (aMDI) where he gained valuable experience with various projects that changed from day to day. He supported numerous projects primarily focusing on early ideation/proof of concept types of work across a variety of disciplines such as cutting edge surgical technologies to helping runners exercise better. Joseph said his time at GVSU and aMDI, “helped me refine my existing skill sets and learn new ones.”

Joseph looks forward to further growing his skills as a designer and builder of space flight hardware. He hopes “[to] get a chance to tackle even more challenging problems and to help mankind become an interplanetary species.”
Outstanding Thesis Nominees

The Midwestern Association of Graduate Schools calls for nominations for the annual Distinguished Thesis Award. Each school is allowed to nominate one student thesis for the award competition in each discipline category. The award categories rotate each year to allow for greater student representation across the disciplines.

The theses representing GVSU are selected by a committee of faculty members from multiple disciplines and approved by the Dean of The Graduate School.

The GVSU faculty who served on the 2018 MAGS selection committee included:

- Dr. Bradley Ambrose, Department of Physics
- Dr. Colleen Brice, Department of English
- Dr. Lindsay Corneal, School of Engineering
- Dr. Samantha Riggleman, College of Education
- Dr. Steven Smith, School of Social Work
- Dr. Gregory Wolffe, School of Computing and Information Systems

Dr. Jeffrey Potteiger, Dean of The Graduate School and Associate Dean Dr. Mark Luttenton also served on the review committee and approved the final thesis selections.

- 2018 Categories: Social Sciences and Math, Physical Sciences and Engineering
  - ReChard L. Peel, Master of Education in Higher Education, Thesis Title: Racial Ideology and Black Students’ Leadership Experiences at a Historically White Institution
  - Joshua O. Usoro, Master of Science in Engineering, Thesis Title: Information Theoretic EEG Analysis of Children with Severe Disabilities

The 2019 categories will be Biological and Life Sciences and the Humanities.

Dissertation and Thesis Approvals

In the academic year 2017-18, the Graduate Council passed an update to the policy on Preparation of a Thesis or Dissertation at GVSU to include a mandatory Thesis and Dissertation Workshop for students beginning a thesis or dissertation. Students are required to attend a workshop the first semester they are enrolled in thesis or dissertation credit hours.

The Graduate School hosted seven workshops in 2018-19, led by Dr. Jeffrey Potteiger and Dr. Mark Luttenton. In total, 92 students attended these workshops. The workshop includes an overview of thesis and dissertation related policies, how to select a chair and build a committee, resources for writing and editing, and helpful suggestions on time lines, getting started, and finishing the project. The Graduate Student Association generously provided refreshments for these workshops.

The Graduate School also continued to update the Guidelines for Preparation of Theses and Dissertations to assist students in the timely submission of their final work. Communication is sent to students regarding submitting thesis/dissertation committee membership, reminders on defense and submission dates, and follow-up on continuous enrollment. When students form a thesis or dissertation committee, the Graduate School provides a Thesis and Dissertation Flowchart outlining the steps students must take to comply with the current guidelines. The Graduate School maintains this and other documents on two “quick links” created for students and faculty to reference all thesis or dissertation related documents:

- Dissertations: www.gvsu.edu/gs/dissertation
- Theses: www.gvsu.edu/gs/thesis

The Graduate School continued to review and approve all final theses and dissertations. After each document is approved, The Graduate School notifies the Registrar’s Office that a student’s diploma can be released and assists the students with submitting the final documents to ScholarWorks. In 2018-19, dissertations and theses were approved from the following academic Colleges:

- College of Community and Public Service: 1
- College of Education: 2
- Padnos College of Engineering and Computing: 21
- College of Health Professions: 3
- College of Liberal Arts and Sciences: 24

Note: there are no graduate programs with a thesis option in the Brooks College of Interdisciplinary Studies or the Seidman College of Business.
Requests for Exception to University Policy

8-Year Time Limit Requests: The Graduate School reviewed 19 petitions to extend the 8-Year Time Limit and all were approved. A summary of the number of student petitions by program is provided below:

8-Year Petitions by Program:
Accounting: 1
Biology: 1
Communications: 1
Computer Information Systems: 1
Education (all programs): 11
Nursing: 2
Public Administration: 1
Taxation: 1

12-Credit Limit Requests: The Graduate School received 2 requests from a student who had exceeded the limit of completing 12 credits as a non-degree seeking student and both were approved. A summary is provided below:

12-Credit Petitions by Program:
Communications: 1
Education: 1

Requests for Graduate Course Withdrawal, Graduate Program Withdrawal, and Graduate Program Leave of Absence: The Graduate School received a total of 60 requests and all were approved. The approvals were from the following programs:

Course Late Withdrawal: 23
Accounting: 1
Biomedical Sciences: 1
Business: 3
Communications: 1
Criminal Justice: 2
Education: 3
Engineering: 1
English: 2
Medical Dosimetry: 1
Nursing: 1
Public Administration: 1
Social Work: 5
Speech Language Pathology: 1

Leave of Absence: 36
Computer Information Systems: 2
Criminal Justice: 1
Education: 1
Medical Dosimetry: 1
Occupational Therapy: 2
Physical Therapy: 1
Physician Assistant Studies: 1
Public Administration: 1
Public Health: 1
Social Innovation: 1
Social Work: 22
Speech-Language Pathology: 2

Program Withdrawal: 4
Engineering: 1
Medical Dosimetry: 1
Physical Therapy: 1
Public Health: 1

Exception to the Policy for Continuous Enrollment in Project, Thesis, or Dissertation Stage of a Program: The Graduate School received 6 requests for an exception to the Continuous Enrollment policy and all were approved. A summary of the number of student requests by program is provided below:

Biology: 1
Computer Information Systems: 1
Education: 2
Public Health: 2

Extension of the Thesis Final Submission Deadline: The Graduate School received 9 requests for an extension to the Thesis Final Submission Deadline and all were approved. A summary of the number of student requests by program is provided below:

Applied Linguistics: 1
Education: 1
Engineering: 5
English: 2
Academic Review and Renewal: The Graduate School received 5 requests regarding the Academic and Academic Renewal policies. Of these requests, 4 were approved.

Exception to Graduate Policies: The Graduate School received 10 requests for Exception to an Academic Graduate Policy. All 10 requests were approved. A summary of the student requests is provided below:

**Admission to a graduate program without an earned Bachelor’s degree:**
Business: 1

**Transfer of Credit to a Graduate Program:**
Communications: 1
Education: 1

**Exclude Previous Grades from Graduate GPA:**
Business/Non-Degree: 1
Computer Information Systems: 1
Engineering/Business: 1

**Exception to the limit of 500-level courses that can count towards a degree:**
Engineering: 2

**Exception request to include a 400-level course toward a graduate degree:**
Engineering: 1

**Exception to the RCR Training Requirement for Graduation:**
Education: 1

Total Requests for Exception to University Policy reviewed by The Graduate School in 2018-19: 113
Faculty Engaged in Graduate Education

The Graduate School continues to work with the Academic Unit Heads and Deans to ensure that qualified faculty members are engaged with our graduate students at GVSU. All graduate faculty applications are submitted electronically to the Graduate School.

The Graduate School held a luncheon at the start of the academic year to welcome new regular graduate faculty members to GVSU. Staff from The Graduate School presented new graduate faculty with an overview of graduate education at GVSU.

Non-tenure Track Faculty Engaged in Graduate Education as of June 5, 2019
Approved Adjunct Faculty: 272

Tenured and Tenure Track Faculty Engaged in Graduate Education as of June 5, 2019
Faculty approved with Full Graduate Faculty Status: 388
Faculty approved with Associate Graduate Faculty Status: 61

These numbers do not include faculty members whose initial status has expired without renewal (or those applications approved for faculty no longer with the university).

A complete listing of approved faculty is available on the Graduate School website at www.gvsu.edu/gs/gradfaculty. Access to the policies and the electronic application forms can also be found on this page.

Graduate Assistantships 2018-19

The Graduate School oversees the graduate assistantship program at GVSU. Our primary role is to ensure that hiring departments adhere to the Graduate Assistantship (GA) Policy, to verify student eligibility for holding a GA position, and to ensure that funds allocated for graduate assistantships are appropriately utilized. We serve as a liaison between the appointing departments and Financial Aid and Student Employment on budget, payroll, and tuition issues, offer advice and guidance to faculty and staff who administer GA appointments for their units, and work with units and students to resolve problems relating to any aspect of their graduate assistantships.

Typically, GA appointments are made for the academic year, corresponding with the first day of the Fall semester and ending the last day of finals week at the end of the Winter Semester. Some units maintain a number of extended positions (10-month and 12-month). Extended positions are mostly utilized by units that need assistance beyond the regular academic year, such as the Office of Financial Aid and Housing. Some appointments are made semester-by-semester. Spring/Summer appointments are considered to be separate positions from the academic year.

In 2018-19, the Graduate School reviewed and approved the following full time (1.0 FTE, 20 hrs. per week) and half time (.5 FTE, 10 hrs. per week) graduate assistant appointments:

- **Academic Year:**
  - 101 full time
  - 95 half time

- **10-Month Extended:**
  - 43 full time
  - 0 half time

- **12-Month:**
  - 1 full time
  - 7 half time

- **Semester-by-Semester:**
  Fall 2018 -
  - 8 full time
  - 69 half time

  Winter 2019 -
  - 15 full time
  - 71 half time

  SS 2019 -
  - 8 full time
  - 15 half time
Special Projects Graduate Assistantship Positions 2019-20

TGS provides funding for special project GAs to departments, units, and faculty that demonstrate a specific need. Criteria used for awarding special project GAs are: the impact of the project on the academic mission of the university, the project’s congruence with the university’s mission and vision and the objectives of the Strategic Plan, the roles and responsibilities for the requested GA were appropriate for a graduate student and congruent with a degree program or a set of skills required in an academic discipline, and evidence that the need could not be met through other budget processes.

Thirty-one faculty/staff members submitted proposals for special projects GAs for the 2019-20 academic year. Of those, 20 full-time (1.0) positions for 1 academic year were awarded, and 8 half-time (.5) positions for 1 academic year were awarded.

Table 3 on the following page offers a full report of Special Project GAs awarded for the 2019-20 academic year.
<table>
<thead>
<tr>
<th>College/Department</th>
<th>Position Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Brooks College of Interdisciplinary Studies</td>
<td>Writing Consultant GA (1.0)</td>
</tr>
<tr>
<td>Frederick Meijer Center for Writing</td>
<td>Sustainability Assessment GA (1.0)</td>
</tr>
<tr>
<td>Office of Sustainability Practices</td>
<td></td>
</tr>
<tr>
<td>College of Community and Public Service</td>
<td></td>
</tr>
<tr>
<td>Criminal Justice</td>
<td>Higher Ed for Incarcerated and Returning Citizens GA (0.5)</td>
</tr>
<tr>
<td>College of Education</td>
<td></td>
</tr>
<tr>
<td>Education Foundations</td>
<td>Charter School Movement GA (1.0)</td>
</tr>
<tr>
<td>College of Health Professions</td>
<td></td>
</tr>
<tr>
<td>Allied Health Sciences</td>
<td>Applied Food and Nutrition GA (0.5)</td>
</tr>
<tr>
<td>Communication Sciences &amp; Disorders</td>
<td>Graduate Lab and Research Assistant GA (1.0)</td>
</tr>
<tr>
<td>Occupational Science &amp; Therapy</td>
<td>Accreditation &amp; Process Improvement Research GA (1.0)</td>
</tr>
<tr>
<td>College of Liberal Arts and Sciences</td>
<td></td>
</tr>
<tr>
<td>Applied Linguistics</td>
<td>MA Applied Linguistics GA (1.0)</td>
</tr>
<tr>
<td>Biology</td>
<td>Brook Trout and Brown Trout GA (0.5)</td>
</tr>
<tr>
<td>Cell and Molecular Biology</td>
<td>Scientific Writing GA (1.0)</td>
</tr>
<tr>
<td>Cell and Molecular Biology</td>
<td>GA for Course-Based Undergraduate Research Experience GA (1.0)</td>
</tr>
<tr>
<td>Cell and Molecular Biology</td>
<td>Alpha synuclein-related microRNAs in Parkinson's disease GA (1.0)</td>
</tr>
<tr>
<td>CLAS Dean's Office</td>
<td>Experiential Major Mapping GA (1.0)</td>
</tr>
<tr>
<td>CLAS Dean's Office</td>
<td>Lab Safety Program GA (1.0)</td>
</tr>
<tr>
<td>Data Inquiry Lab</td>
<td>Data Inquiry Lab GA (0.5)</td>
</tr>
<tr>
<td>Movement Science</td>
<td>Academic Success Camp Research Project GA (1.0)</td>
</tr>
<tr>
<td>Speech Lab</td>
<td>Speech Lab GA (1.0)</td>
</tr>
<tr>
<td>Statistics</td>
<td>WWI Woman's Defense Council Cards Data Cleaning GA (0.5)</td>
</tr>
<tr>
<td>Statistics</td>
<td>Statistical Consulting Center GA (1.0)</td>
</tr>
<tr>
<td>Enrollment Development</td>
<td></td>
</tr>
<tr>
<td>Information Technology</td>
<td>eLearning Accessibility and Universal Design GA (1.0)</td>
</tr>
<tr>
<td>Padnos College of Engineering and Computing</td>
<td></td>
</tr>
<tr>
<td>Data Science &amp; Analytics</td>
<td>Open Educational Resources Development GA (1.0)</td>
</tr>
<tr>
<td>School of Engineering</td>
<td>Electromagnetic Compatibility (EMC) Research GA (1.0)</td>
</tr>
<tr>
<td>School of Engineering</td>
<td>SDR Digital Laboratory Development GA (0.5)</td>
</tr>
<tr>
<td>School of Engineering</td>
<td>Mentoring Women in Engineering GA (1.0)</td>
</tr>
<tr>
<td>School of Engineering</td>
<td>Biomedical Signal Processing Research GA (0.5)</td>
</tr>
<tr>
<td>Provost Office</td>
<td></td>
</tr>
<tr>
<td>Provost Office</td>
<td>Faculty Initiatives for Student Success GA (1.0)</td>
</tr>
<tr>
<td>Student Services Division</td>
<td></td>
</tr>
<tr>
<td>Dean of Students</td>
<td>Non-Allendale Campus Student Support GA (0.5)</td>
</tr>
<tr>
<td>Vice Provost for Health Office</td>
<td></td>
</tr>
<tr>
<td>Vice Provost for Health</td>
<td>VPH Interprofessional Education and Collaborative Care GA (1.0)</td>
</tr>
</tbody>
</table>
Graduate Student Events and Programs

Academic Conference Fund

The Graduate School administers the Academic Conference Fund for graduate students to provide grants ($500 for domestic travel and $750 for international travel) for presentations at academic conferences. Students must be the primary presenter of research at a professional conference, or whose creative work is accepted for an exhibition or performance at a recognized event.

The application is submitted along with a budget, evidence of acceptance to the conference, and a letter of reference from a faculty member who can attest to the quality of the student’s work or the academic benefit of attending the conference/meeting. Students must be in good standing with the University and should be either current graduate students or recent graduates whose research was accepted for presentation prior to graduation.

Table 4: 2018-19 Academic Conference Fund Facts

<table>
<thead>
<tr>
<th>Applications Received</th>
<th>49</th>
</tr>
</thead>
<tbody>
<tr>
<td>Applications Approved</td>
<td>48</td>
</tr>
<tr>
<td>Average Amount of Award</td>
<td>$402.53</td>
</tr>
<tr>
<td>Total Dollars Approved</td>
<td>$19,321.69</td>
</tr>
</tbody>
</table>

Awards by College/Department:

College of Liberal Arts & Sciences
- Applied Linguistics: 5
- Biology: 10
- Biostatistics: 3
- Biomedical Sciences: 2
- Cell and Molecular Biology: 1
- Communications: 1
- English: 3

College of Community and Public Service
- Social Work: 2

College of Health Professions
- Public Health: 3
- Occupational Therapy: 5
- Speech Language Pathology: 1

Kirkhof College of Nursing
- Doctor of Nursing Practice: 4

Padnos College of Engineering & Computing
- Engineering: 7
- Computer Information System: 1

Graduate Presidential Research Grants

The Graduate School administers the Graduate Presidential Research Grant program. Grant awards up to $1,500 are provided to graduate students to support their research and scholarship endeavors. Students must be degree-seeking, and the research must be tied to completion of some aspect of their graduate degree. Usually these grants will be in support of research undertaken for purposes of the completion of a dissertation, thesis, or final scholarly project.

Students submit an application with a detailed budget, description of their research, and a letter of support from their major advisor or research advisor. Applications are reviewed by a committee comprised of the Dean of The Graduate School and faculty members representing a cross-section of disciplines. Grants are competitive therefore, not all applicants will receive an award. Faculty reviewers for 2018-19 included:

- Dr. Shannon Biros, Associate Professor of Chemistry
- Dr. Mark Luttenton, Associate Dean of the Graduate School
- Dr. Jeffrey Potteiger, Dean of The Graduate School
- Dr. Robert Smart, Vice Provost for Research Administration
- Dr. Mark Staves, Professor of Cell Molecular and Biology
- Dr. Laurie Stickler, Associate Professor of Physical Therapy
Table 5: 2018-19 Presidential Research Grant Facts

The Graduate School received 29 grant applications in 2018-19. The following data refers to the 23 grants awarded for research conducted during the Fall 2018, Winter 2019, and Spring/Summer 2019 semesters.

<table>
<thead>
<tr>
<th>Number of Grants Awarded</th>
<th>Awards in Dollars:</th>
</tr>
</thead>
<tbody>
<tr>
<td>7 awards at $1,500 each</td>
<td>$10,500.00</td>
</tr>
<tr>
<td>1 award at $1,498.00</td>
<td>$1,498.00</td>
</tr>
<tr>
<td>1 award at $1,494.95</td>
<td>$1,494.95</td>
</tr>
<tr>
<td>1 award at $1,490.00</td>
<td>$1,490.00</td>
</tr>
<tr>
<td>1 award at $1,423.50</td>
<td>$1,423.50</td>
</tr>
<tr>
<td>1 award at $1,275.00</td>
<td>$1,275.00</td>
</tr>
<tr>
<td>1 award at $1,250.00</td>
<td>$1,250.00</td>
</tr>
<tr>
<td>1 award at $1,155.00</td>
<td>$1,155.00</td>
</tr>
<tr>
<td>1 award at $1,075.00</td>
<td>$1,075.00</td>
</tr>
<tr>
<td>1 award at $1,020.48</td>
<td>$1,020.48</td>
</tr>
<tr>
<td>1 award at $900.00</td>
<td>$900.00</td>
</tr>
<tr>
<td>1 award at $766.00</td>
<td>$766.00</td>
</tr>
<tr>
<td>3 awards at $750.00</td>
<td>$2,250.00</td>
</tr>
<tr>
<td>1 award at $400.00</td>
<td>$400.00</td>
</tr>
<tr>
<td>1 award at $350.00</td>
<td>$350.00</td>
</tr>
<tr>
<td><strong>Total Awards:</strong></td>
<td><strong>$26,847.93</strong></td>
</tr>
</tbody>
</table>

Number of Awards by College/Department:

**College of Liberal Arts & Sciences**
- Biology: 15
- Biomedical Sciences: 2
- Cell and Molecular Biology: 2

**Kirkhof College of Nursing**
- Doctor of Nursing Practice: 2

**College of Health Professions**
- Occupational Therapy: 1
- Physical Therapy: 1

Graduate Student Association 2018-19 Annual Report

The GSA strives to promote interdisciplinary communication and collaboration in order to enhance a holistic graduate student experience. By fostering the development of the graduate student community at Grand Valley State University, graduate students will develop academically, intellectually, professionally, and socially.

In 2018-19, the GSA accomplished their goals to bring graduate students in all disciplines and programs together for a shared experience by hosting a number of events including:
- Fall Welcome Picnic, which was held in the Daniel and Pamella DeVos Foundation Courtyard at the Seidman Building. The event included speakers, great food, and a photographer to take professional portraits which were free of charge to students.
- Finals Foodfest at the end of the Fall 2018 and Winter 2019 semesters. The events were held on the Pew Grand Rapids Campus, Health Campus, and Allendale Campus to accommodate graduate students taking final exams at those locations.
- Whitecaps Baseball at Fifth Third Ballpark. This event was held at the end of the academic year and included a picnic and cash bar.

The GSA Funding Board approved funding for over 160 students for travel to professional conferences and provided funds for on-campus social and professional development events for registered student organizations.

The GSA also sponsored the refreshments at The Graduate School's thesis/dissertation workshops, provided the prize money for the 3MT competition's 1st, 2nd, and 3rd place winners, and covered the cost of the 1st place winner's travel to the Midwestern Association of Graduate Schools 3MT competition.
Campus-Wide Events

3-Minute Thesis Competition
The Graduate School hosted GVSU’s fourth annual 3-Minute Thesis (3MT) competition on February 20, 2019. The winner of this competition continued on to compete in the Midwestern Association of Graduate Schools regional 3MT competition in St. Louis, MO. Students presented their independent research in exactly three minutes with the aid of one static PowerPoint slide. A panel of faculty judges from a variety of disciplines at GVSU evaluated the competitors and determined the winner.

The GVSU faculty who served on the 2019 3MT judging panel included:

- Dr. Dan Balfour, College of Community and Public Service
- Dr. James Dunn, College of Liberal Arts and Sciences
- Dr. Brian Hatzel, College of Liberal Arts and Sciences
- Dr. Libby MacQuillan, College of Health Professions
- Dr. Wendy Reffoor, Padnos College of Engineering and Computing
- Dr. Steven Smith, College of Community and Public Service
- Dr. Gregory Warsen, College of Education
- Dr. Janet Winter, Kirkhof College of Nursing

Dr. Len O’Kelly from the School of Communications served as the competition’s MC.

Fourteen students participated in the competition and the top three students were announced at the end of the event. Audience participation ballots were also tabulated to determine a “People’s Choice” winner. The students recognized at the event were:

People’s Choice (Laker Store Gift Basket): Noelle Lynn, Social Work
Third Place ($100 winner): Anne Gembrowski, Nursing
Second Place ($250 winner): Jenna Buchman, Nursing
First Place ($500 winner): Sarah Lamar, Biology

Graduate Showcase 2019: Tomorrow’s Innovators Today
On April 15, 2019, the Graduate School and the Center for Scholarly and Creative Excellence co-sponsored the ninth annual Graduate Showcase in the Charles W. Loosemore Auditorium and Hager-Lubbers Exhibition Hall. This year’s Graduate Showcase featured 37 poster presentations from 48 student scholars.

During this event graduate students and their faculty mentors displayed poster presentations of scholarly work. Prospective students and guests visited the poster presentations to view the research and scholarship activities of the presenters. Provost Maria Cimitle greeted each student and provided opening remarks for the recognition ceremony. Each student scholar was presented with a Certificate of Participation by Dean of The Graduate School Jeffrey Potteiger and Vice Provost for Research Administration Robert Smart. Students were provided with photos from the event, which can be found at www.gvsu.edu/gradshowcase.

The Graduate School invited faculty, staff and students from GVSU to attend the event. Invitations were also sent to students at local colleges and universities, as well as business leaders and state legislators.

The University Library assisted updating the event page on ScholarWorks to house current and previous years’ programs and student abstracts. All abstracts from 2011-19 are available online at http://scholarworks.gvsu.edu/gradshowcase/.

Table 6: Graduate Showcase Expenses

<table>
<thead>
<tr>
<th>Expense</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Marketing/Promotion</td>
<td>$215.00</td>
</tr>
<tr>
<td>Conference Services</td>
<td>$616.41</td>
</tr>
<tr>
<td>Program Materials</td>
<td>$371.45</td>
</tr>
<tr>
<td>Photography</td>
<td>$230.00</td>
</tr>
<tr>
<td>Event Total</td>
<td>$1,432.86</td>
</tr>
<tr>
<td>Program</td>
<td>Student(s)</td>
</tr>
<tr>
<td>----------------------------------------------</td>
<td>------------------------------------------------</td>
</tr>
<tr>
<td>Applied Linguistics</td>
<td>Nicole De Windt</td>
</tr>
<tr>
<td>Applied Linguistics</td>
<td>Nguyet Nguyen</td>
</tr>
<tr>
<td>Biology</td>
<td>Sarah Lamar</td>
</tr>
<tr>
<td>Biology</td>
<td>Nicholas Preville</td>
</tr>
<tr>
<td>Biomedical Sciences</td>
<td>Christopher Timmer</td>
</tr>
<tr>
<td>Biomedical Sciences</td>
<td>Hannah Vermeer</td>
</tr>
<tr>
<td>Biostatistics</td>
<td>Adam Heiss</td>
</tr>
<tr>
<td>Biostatistics</td>
<td>Taylor Young</td>
</tr>
<tr>
<td>Cell and Molecular Biology</td>
<td>Sanjana Arora</td>
</tr>
<tr>
<td>Cell and Molecular Biology</td>
<td>Alyssa Benn</td>
</tr>
<tr>
<td>Cell and Molecular Biology</td>
<td>Sana Khan</td>
</tr>
<tr>
<td>Communications</td>
<td>Kelsey Gronda</td>
</tr>
<tr>
<td>Computer Information Systems</td>
<td>Mayura Kumar</td>
</tr>
<tr>
<td>Computer Information Systems</td>
<td>Jidnyasa Mantri</td>
</tr>
<tr>
<td>Computer Information Systems</td>
<td>Bibek Thapaand Rikesh Puri</td>
</tr>
<tr>
<td>Data Science and Analytics</td>
<td>Chit Zin Win and Placid Ugoagwu</td>
</tr>
<tr>
<td>Education: Higher Education</td>
<td>Katie Gaither</td>
</tr>
<tr>
<td>Education: Higher Education</td>
<td>Andrew McDonough</td>
</tr>
<tr>
<td>Education: Literacy Studies</td>
<td>Alexandra Dunn</td>
</tr>
<tr>
<td>Education: School Counseling</td>
<td>Danira Angel</td>
</tr>
<tr>
<td>Education: School Counseling</td>
<td>Katelynn James, Kathryn Dirkmaat, Ashley Oommen, and Kasey Wierzbicki</td>
</tr>
<tr>
<td>Engineering</td>
<td>Taylor Rieckhoff and Nicoline Ying Jei Saw</td>
</tr>
<tr>
<td>Engineering</td>
<td>Souleymane Saddy, Bhagawan Upreti, Dan Hoovler, and Nabin Ghimire</td>
</tr>
<tr>
<td>Engineering</td>
<td>Clayton Spore, Bhagawan Upreti, and Spencer Boer</td>
</tr>
<tr>
<td>English</td>
<td>Nicholas Langenberg</td>
</tr>
<tr>
<td>Health Informatics and Bioinformatics</td>
<td>Shahryar Oliai and Casimir Tokarski</td>
</tr>
<tr>
<td>Health Informatics and Bioinformatics</td>
<td>Wanda Sankey</td>
</tr>
<tr>
<td>Nursing-DNP</td>
<td>Jenna Buchman</td>
</tr>
<tr>
<td>Nursing-DNP</td>
<td>Aubrey Dwyer</td>
</tr>
</tbody>
</table>
Graduate Student Celebration

The Graduate Student Celebration and Dean's Citations for Academic Excellence event is held at the end of the Fall and Winter semesters of each academic year to recognize the academic excellence of graduate students at GVSU.

The evening traditionally begins with a reception for graduate students and their families, and includes faculty and staff who are involved with graduate education at GVSU. The reception is followed by an award ceremony where students are honored for their outstanding work at GVSU.

Table 8: Graduate Student Celebration Facts

<table>
<thead>
<tr>
<th></th>
<th>Fall 2018</th>
<th>Winter 2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>Date Held</td>
<td>December 7, 2018</td>
<td>April 19, 2019</td>
</tr>
<tr>
<td>Location of Event</td>
<td>Hager Lubbers Exhibition Hall &amp; Loosemore Auditorium</td>
<td>Hager Lubbers Exhibition Hall &amp; Loosemore Auditorium</td>
</tr>
<tr>
<td>No. of Attendees</td>
<td>170</td>
<td>200</td>
</tr>
<tr>
<td>Conference Services</td>
<td>$3,179.39</td>
<td>$3,553.68</td>
</tr>
<tr>
<td>Photographer</td>
<td>$200.00</td>
<td>$230.00</td>
</tr>
<tr>
<td>Program Printing</td>
<td>$859.99</td>
<td>$1,041.30</td>
</tr>
<tr>
<td>Total Cost of Event</td>
<td>$4,239.38</td>
<td>$4,824.98</td>
</tr>
</tbody>
</table>

Graduate Dean’s Citations for Academic Excellence

The Graduate Dean’s Citations for Academic Excellence include awards for Excellence in a Degree Program, Outstanding Dissertation, Outstanding Master’s Thesis, Outstanding Final Project, Outstanding Publication, Service to the Community or Profession, Leadership and Service to GVSU, Promoting Inclusion and Diversity at GVSU, and Excellence in Sustainability.

Faculty members and graduate program directors nominate graduate students in their disciplines that are at or near degree completion. Students are nominated for excellence in the program based on grade point average, outstanding performance in coursework, academic skills that exceed the average for written assignments, projects, service, and exceptional leadership.

Students receiving awards for Service to the Community or Profession, Leadership and Service to GVSU, Promoting Inclusion and Diversity at GVSU, and Excellence in Sustainability have demonstrated active leadership, outstanding service, innovative thinking, and represented GVSU’s core values in a way that has made a positive impact on the community or university.
Awards for Outstanding Dissertation, Master’s Thesis, Final Project, and Publication are given to students whose work is of publishable quality, or whose research is on a topic of exceptional significance to the profession or discipline. Excellence in design, analysis, discussion and presentation are evident. Winners of awards for 2018-19 can be found online at http://www.gvsu.edu/gs/graduate-deans-citations-for-academic-excellence-32.htm.

The Graduate Student Association (GSA) co-hosts this event. Graduate students at or near degree completion are encouraged to submit nominations for outstanding faculty members. The GSA Executive Board selects the recipients of the Faculty Mentor, Kimboko Inclusion, and Teaching awards. Those faculty members are invited to the awards ceremony and presented with a certificate from the current GSA president.

Table 9: Dean’s Citations Awards 2018-19

<table>
<thead>
<tr>
<th>Dean's Citation Award Category</th>
<th>Fall 2018</th>
<th>Winter 2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>Academic Excellence in a Degree Program</td>
<td>17</td>
<td>18</td>
</tr>
<tr>
<td>Outstanding Doctoral Dissertation</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Outstanding Master’s Thesis</td>
<td>3</td>
<td>3</td>
</tr>
<tr>
<td>Outstanding Final Project</td>
<td>6</td>
<td>9</td>
</tr>
<tr>
<td>Outstanding Publication</td>
<td>2</td>
<td>2</td>
</tr>
<tr>
<td>Excellence in Service to Community or Profession</td>
<td>4</td>
<td>9</td>
</tr>
<tr>
<td>Excellence in Leadership and Service to GVSU</td>
<td>7</td>
<td>8</td>
</tr>
<tr>
<td>Excellence in Promoting Inclusion and Diversity at GVSU</td>
<td>1</td>
<td>3</td>
</tr>
<tr>
<td>Excellence in Sustainability</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>MAGS Thesis Nominees</td>
<td>2</td>
<td>N/A</td>
</tr>
<tr>
<td>3-Minute Thesis Winner</td>
<td>N/A</td>
<td>1</td>
</tr>
<tr>
<td>Faculty Mentor*</td>
<td>4</td>
<td>4</td>
</tr>
<tr>
<td>Kimboko Inclusion*</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>Outstanding Teaching*</td>
<td>1</td>
<td>2</td>
</tr>
</tbody>
</table>

*Awards presented by the Graduate Student Association

New Graduate Student Orientation

The New Graduate Student Orientation is a joint endeavor between The Graduate School, Office of Admissions, and Pew Student Services. Steven Lipnicki, Assistant Dean of Students, and Tracey James-Heer, Associate Director of Admissions, provide leadership in planning and coordinating the event and working with all constituents to ensure the event runs smoothly and that graduate students’ needs are met.

The event is held in the Hager-Lubbers Exhibition Hall and Charles W. Loosemore Auditorium in the Richard M. DeVos Center on the Grand Rapids Pew Campus. Fall orientation was held on Wednesday, August 22, 2018. Two general information sessions in the auditorium were offered to accommodate the large number of attendees. The Winter 2019 orientation was held on Thursday, January 3, 2019, and the Spring/Summer 2019 orientation was held on Thursday, May 2, 2019 with one general information session at each.

A campus resource fair was held simultaneously in the Exhibition Hall. The resource fair featured representatives from over 20 support departments and organizations and included optional hands-on computer access and library resource sessions.
Costs for each event were:

<table>
<thead>
<tr>
<th>Semester</th>
<th>Fall 2018</th>
<th>Winter 2019</th>
<th>Spring-Summer 2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>Costs</td>
<td>$246.85</td>
<td>$186.88</td>
<td>$118.83</td>
</tr>
<tr>
<td>Attendance</td>
<td>239</td>
<td>35</td>
<td>15</td>
</tr>
</tbody>
</table>

**Graduate Assistant Orientation**

The Graduate Assistantship Policy, Section 1.09.B in the Faculty Handbook, requires that all graduate students assigned a Graduate Assistantship must complete an orientation that explains Graduate Assistant rights and responsibilities.

The Graduate School held three New Graduate Assistant Orientation sessions prior to the beginning of the Fall 2018 semester. In the Winter 2019, two GA orientation sessions were held for new graduate assistants starting their appointments during that term. In May 2019, one orientation was held to accommodate GAs beginning work in the Spring/Summer semester. Students who were unable to attend any of the orientation sessions were required to meet with TGS staff individually.

**Attendance:**

- Fall 2018: ...................................... 157
- Winter 2019: .................................... 33
- S/S 2019: ....................................... 5
Graduate Education Publications

- **Advising Handbooks**
  The Graduate School publishes both a faculty/staff and a student advising handbook. Each handbook contains advising best practices, expectations of quality advising, and resources for students and faculty. Both versions are available for download at www.gvsu.edu/gs/manual.

- **Graduate Faculty & Graduate Director Handbooks.**
  The Graduate School creates two separate handbooks, one for general graduate faculty and one specifically for graduate program directors. Both handbooks are designed to assist faculty members with a variety of duties, including recruitment, enrollment management, application review and admission, academic processes, and graduation audits. These handbooks are available for download at www.gvsu.edu/gs/resources-for-faculty-staff-59.htm.

- **Graduate Student Guidebook**
  The Graduate School annually reaches out to individuals and departments to gather policies, resources, and helpful suggestions to enhance the quality of graduate student's experience at GVSU. Included in the guidebook are facts about the campus, department contacts, advice for guidance and resources, and program options. The guidebook supplements the standard university resources, such as the University Catalog, Schedule of Classes, and websites. The Graduate Student Guidebook is available for download at: www.gvsu.edu/gs/guidebook.

- **Policies and Procedures Manual**
  The Graduate School publishes a Policies and Procedures Manual annually in an effort to provide support to graduate education at Grand Valley State University and to serve as a comprehensive guide to graduate education policies and procedures for faculty, staff, and students at GVSU. The Policies and Procedures Manual is available for download at www.gvsu.edu/gs/manual.

- **Thesis and Dissertation Guidelines**
  The Graduate School annually publishes a manual that defines the procedures for creating and submitting a master's thesis or doctoral dissertation at Grand Valley State University. This manual along with document templates are available for download at www.gvsu.edu/gs/forms.

The Graduate School Podcast Series

In an effort to provide prospective and current graduate students with more efficient ways to learn about GVSU's graduate programs, TGS made the decision during the 2016-17 academic year to create a series of podcasts. These podcasts intend to cater to prospective students who are often commuting, as they can listen to them “on the go.”

These 3 - 7 min podcasts individually outline all graduate programs and graduate certificates at GVSU. The Graduate School now has podcasts for masters, doctoral, certificate, and combined degree programs which provide an overview of the admissions processes, degree requirements, curriculum structures, and distinguishing qualities of each program. The podcasts are recorded by a graduate assistant in The Graduate School office, edited, and uploaded to the TGS website.

As of Winter 2019, podcasts are available for 37 master or doctoral programs, seven combined degree programs, and all five certificate programs. TGS has also began a new podcast initiative to create individual podcasts for the different emphases within programs in order to provide more details to prospective students that is targeted to their interests. The Graduate School is continually recording and updating podcasts as new programs and program changes arise.

6 in 60: The Graduate School Newsletter

Throughout the 2018-19 academic year, the Graduate School continued to use the cost-free EMMA software system supported by Institutional Marketing for the 6 in 60 newsletter. The newsletter content regularly highlights graduate education activities at GVSU, including important dates and deadlines, opportunities for graduate students, news and events from the Graduate Student Association, and graduate student success stories. The newsletter is distributed via email to over 1,000 faculty and staff, as well as to all enrolled graduate students. Recent newsletters are available online at www.gvsu.edu/gs.

“Grad News: Headlines from Across the Nation” Newsletter

At the start of the 2016-17 academic year, a new newsletter was created to highlight graduate education related news from across the country and The Graduate School has continued the newsletter throughout the 2018-19 academic
year. The Graduate School uses the cost-free EMMA software system supported by Institutional Marketing to distribute this newsletter. Stories include the addition of programs, program changes, and program recognition. This newsletter is sent to approximately 120 recipients including members of the Provost Cabinet, Graduate Program Directors, Graduate Department Chairpersons, and members of the Graduate Council.

**The Graduate School Website**

The Graduate School website serves as the central location for information on all issues related to graduate education for future and current students, as well as faculty and staff. The Graduate School also supports website design and development for new graduate programs, and aids in updating graduate program pages and department websites to keep information current, relevant, and accessible.

As part of Spring/Summer 2018 writing initiative, TGS was proud to introduce the Graduate Writing Resources webpage. The Graduate Writing Resources was designed to offer students guidance on how to utilize a new citation style, provide writing examples to specific GVSU program, offer additional thesis/dissertation information, and create a central location for general writing resources.

**Website Facts July 1, 2018 to June 30, 2019**

Selected Graduate School website data are provided below:
- Total page views: 234,672 (+6,101 from 2017-18)
- Total unique users who visited the Graduate School website: 60,118 (+1,380 from 2017-18)
- Total number of visits on the Graduate School website: 94,467 (+1,740 from 2017-18)

**Top 10 Pages Visited:**
1. Master and Doctoral Degree Programs
2. The Graduate School Homepage
3. Graduate Programs – Graduate Degrees and Certificate Programs
4. The Graduate School Information Request From
5. Graduate Assistantships – Job Openings
6. Graduate Assistantships – Student Information and Resources
7. Graduate Student Resources
8. Certificate Programs
9. Graduate Assistantships – What is a Graduate Assistantship?
10. Graduate Assistantships – Graduate Assistantship Appointment

**The Graduate School at GVSU: Facebook**

As of June 2019, The Graduate School at GVSU Facebook page had 757 Likes and 764 followers. Posts to the page generally have an average total reach of approximately 250 people, depending on the content. The Graduate School Facebook page has been used to actively promote events such as the Graduate Showcase, and the 3-Minute Thesis Competition. Other posts include links to articles related to professional development, career guidance, financial advice and support, and news about the GVSU or Grand Rapids communities. Campus and event photos are also featured regularly.

The Graduate School Facebook page can be found at: [https://www.facebook.com/GradSchoolGVSU](https://www.facebook.com/GradSchoolGVSU)
Graduate Leadership

**Graduate Council**

**Full Graduate Council**

Total number of meetings: 8 regular meetings, 7 executive committee meetings

Average number of attendees per meeting: 16 elected members, 8 ex-officio members

Avg. cost per meeting: $87.00

Topics/Decisions: The Graduate Council voted on a number of new or revised graduate policies as reflected in the Graduate Council chair’s annual report to the University Academic Senate (following this section). Other items included determining where graduate policies should be published (catalog, faculty handbook, shared governance website, graduate policies and procedures manual), and continued discussion ensuring the graduate academic program review process does not overlap with University Assessment Committee initiatives.

The Graduate Council completed graduate academic program reviews on the Biomedical Sciences, Communications, Public Administration, and School Psychology graduate programs.

**Graduate Council Curriculum and Program Review Subcommittee**

Total number of meetings: 8

Average number of attendees per meeting: 7 elected members, 3 ex-officio members

Topics/Decisions: Curriculum logs reviewed included two new program proposals and 4 program change proposals. The GC-CPR also led the graduate academic program review process and made changes to program review instructions and procedures.

**Graduate Council Policy Subcommittee**

Total number of meetings: 11

Average number of attendees per meeting: 7 elected members, 4 ex-officio members

Topics/Decisions: proposed or revised 4 policies, initiated discussion on guidelines for graduate projects.

---

**Graduate Council 2018-19 Annual Report**

Prepared by: Andrea Bostrom, Chair

**Graduate Council Faculty, Student, Administrative Members, and Ex-officio members:** D. Balfour (CCPS, Vice-Chair of Graduate Council), A. Bostrom (KCON, Chair of Graduate Council), W. Burns-Ardolino (BCOIS), A. Campbell (CLAS), S. Choudhuri (PCEC, Chair of Graduate Council Policy Subcommittee), J. Engelsma (PCEC—covering for X. Cao winter course conflict), I. Fountain (administrative), B. Harvey (UL), T. James-Heer (ex-officio), T. Jones (CCPS—covering L Huang’s fall sabbatical), C. Karasinski (CHP), S. Lipnicki (ex-officio), M. Luttenton (ex-officio), E. Martin (UL), K. Ozga (CHP), J. Palm (administrative), J. Pope (SCB—covering for W. Sun year-long sabbatical), J. Potteiger (ex-officio), P. Ratliff-Miller (SCB), S. Riggleman (COE), E. Schendel (ex-officio), M. Staves (CLAS, Chair of Graduate Council Curriculum and Program Review Subcommittee), J. Toot (BCOIS), G. Tusch (PCEC—covering for X. Cao fall course conflict), M. VanderKooi (KCON), D. Vainer (ex-officio), P. Wells (ex-officio), B. Williams (UL—covering for E. Martin’s winter leave of absence), R. Wilson (COE).

**Graduate Council Student Members:** L. Drennan, M. Nguyen (both resigned in October and have yet to be replaced).

**Ex-Officio Students:** S. Tibbe (President, GSA), B. Wallsteadt (Vice President), A. Osei-Bonsu (Finance Officer), R. Dzapo (Administrative Officer, GSA), C. Melton (Communications Officer), C. Jaskiewicz (ex-officio), T. Kanczuzewski (ex-officio)

The Graduate Council (GC) convened on September 7, 2018 and met a total of eight times through the end of April 2019. Because the GC addresses policy issues and reviews graduate curriculum proposals and implements graduate academic program reviews, members of the GC also serve on either the Graduate Council Curriculum and Program Review Subcommittee (GC-CPR, Mark Staves, Chairperson) or the Graduate Council Policy Subcommittee (GC-PC, Shabbir Choudhuri, Chairperson). With each college sending two faculty members to GC, each college is represented on both subcommittees. The GC-CPR and GC-PC generally meet twice each month. However, some meeting times were changed as a result of the graduate academic program review process which required attendance at scheduled meetings with external reviewers. The GC-CPR subcommittee completed the review of four major program changes and three new
programs during this academic year. The GC-CPR also completed program reviews for four programs this academic year, including the Masters in Health Sciences, the Masters in Communications, the Masters in Public Administration, and the Masters in School Psychology.

The program assurance documents, external review reports, and Graduate Council team reports have been forwarded to the Provost, the Academic Deans and Graduate Program Directors. The GC-PC has reviewed issues and policies related to graduate programs, courses, admission procedures, final projects and program directors. Three policies and/or policy changes have been forwarded to ECS/UAS for approval.

The GC received a memo from the ECS that set a general agenda for the 2018-2019 academic year. More specifically, the GC was charged with several tasks in that memo. The efforts of GC related to these charges are summarized below.

1. **Graduate policy and program review/curriculum**
   Please continue to propose policy and procedural revisions to the language in the Faculty Handbook to promote high quality, uniformity, and consistency among graduate programs within the university. In particular,
   a. **Review the process of working with UCC on graduate program curricular changes.** In working with UCC, GC has taken responsibility for reviewing program changes and new programs. GC has not reviewed courses, specifically, in relationship to the programs except to clarify questions. As the year ends, this process is working more smoothly.
   b. **Examine perceived redundancy of reporting requests between GC and FSBC and recommend Faculty Handbook changes if needed.** Discussions with the chair of FSBC determined that the requests for data were complimentary rather than redundant. In addition, examining the data from the two perspectives served both as a double check and a clarification of data available from the institution.
   c. **Develop and disseminate a proposed plan for graduate program quality review coordinated with UAC and FSBC review processes.** Representatives from GC, FSBC, UAC, and administration met twice during the fall semester to discuss similarities and differences between the UAC assessment of programs and the GC quality review of graduate programs. Outcomes of these discussions included: changing the term “self-study” used in the program review document to “assurance” document to avoid confusion between the requests of the two committees, and attempting to schedule the program review so that both documents could be produced at the same time by the programs. The former change was made. The scheduling of the review was impossible to synchronize due to the difference in frequency of UAC reports and GC reviews, and the potential volume of work for Graduate Council if all of the graduate programs were reviewed on a two year schedule. These discussions also helped to determine that there was little redundancy with the data collected for GC graduate program review and FSBC (charge 1.b.).

   These discussions also identified an opportunity to have the graduate program quality reviews uploaded to GVAdvance in the near future as IT program development resources and personnel become available. Hopefully this can be accomplished during the summer months in 2019.

2. **Graduate assistant funding**
   Examine the current practices of awarding stipends to selected Graduate Assistants. Share findings with ECS along with committee recommendations.

   A consistent request in the assurance documents is a desire to receive more funding for graduate assistants in order to promote/recruit for programs. This has been discussed in GC policy subcommittee as well, both in terms of using graduate students as teaching as well as research graduate assistants. Allocation of GAs is primarily an administrative procedure with guidance from GC. Adjustments in allocation of GAs has occurred based on feedback from GC; however, as this is a time of difficult budgets, discussions about creative solutions are still warranted.

3. **Review of graduate programs**
   a. **In collaboration with administration and relevant schools and colleges, continue to review the university data collection process regarding graduate education and propose policy development and revisions, if deemed appropriate.**

      The process for the Cell and Molecular Biology Graduate Program was completed this past fall with a final meeting with the Provost. The final assurance document and GC-CPR summary for Kirkhof College of Nursing were submitted in early fall. The process for these reviews proved to be workable and revealed
enlightening suggestions. Some small changes were made in the process prior to starting the review during fall semester. The four identified programs for review included the Masters in Health Sciences, the Masters in Communications, the Masters in Public Administration, and the Masters in School Psychology. All assurance documents were completed by the end of the fall. The external reviewers’ site visits were also completed in the fall. The final summaries from the external reviewers and the GC-CPR subcommittee team were approved by GC and forwarded to the Provost, Deans, and Program Directors at the end of the April 2019.

During the upcoming academic year, six programs will be reviewed. This will require more participation across Graduate Council. Teams will be created from both the Policy and the Curriculum and Program Review subcommittees.

Handbooks for the Graduate Programs in Cell and Molecular Biology, Biology, and both Dietetics Tracks were reviewed for consistency with university and graduate policies.

Policies were developed and approved through the governance system: Preparation of Thesis and Dissertation; Bachelors/Graduate Combined Degree Program; and a position description for Graduate Program Directors. The policy subcommittee is examining processes across graduate programs for projects that serve as culminating experiences and if these may need policies similar to those created for theses and dissertations.

b. In particular, review the history of faculty workload related to graduate and undergraduate course load and make recommendations to ECS.

This is ongoing and rife with pitfalls that are much easier to identify than to solve.

4. Assessment

a. Continue to pursue assessment of faculty and student professional development activities.

GC has discussed this charge and concluded that we are unclear as to its meaning. We are requesting that this charge be dropped or further clarified. We believe that professional development is more clearly and singularly identified within each discipline for its faculty and students.

b. Recommend revising the committee description in the faculty handbook to reflect adding assessment materials of the institution-level graduate outcomes to UAC for review every two years like is done with academic programs as an ongoing responsibility.

Institution-level graduate outcomes were developed for the HLC visit, but a decision was reached not to follow through with implementing them. So university-wide outcomes for graduate students is not part of UAC activities. As mentioned above, following discussions with UAC, using the two year timeline for UAC self-studies and graduate academic program reviews was discussed. However, it was determined that this timeline would not be possible for graduate academic program reviews, because of the broader set of questions in the review and the procedures incorporated in the review process. Every effort will be made to minimize the workload caused by graduate academic program review and UAC program assessment activities.

5. Graduate School Policy Revisions

Review the following and make recommendations:

The Policies Working Group [of the university] during 2017-18 worked on improvements to www.gvsu.edu/policies. They discussed policies in the collection for regular faculty (i.e., the Faculty Handbook)

a. Review the Graduate Council sections (1.09 A-J, 2.04 H and J-L) and determine which of these policies should be in the Catalogue rather than the Handbook.

b. Review Graduate School policies that may need to be added in Catalogue or Handbook, for example becoming graduate school faculty and responsibilities of graduate program directors.

The Graduate Council chair, the Graduate School Dean and Associate Dean, and Vice-provost Ed Aboufadel met to discuss the placement of various policies for graduate education. A memo was prepared and submitted to ECS/UAS in April 2019 and approved.
In an effort to engage more faculty in our shared governance system, prepare a 1-2 page mid-year progress report at the end of the Fall semester to be posted on the GC website and disseminated to ECS/UAS and College Deans (a full report is expected as usual at the end of the year).

A midyear report was prepared and posted in January. This year-end report will be posted when approved by Graduate Council.

Graduate Program Directors (GPD) Group
The GPDs meet regularly during the academic calendar year with the Dean of The Graduate School to review issues, policies, and procedures affecting graduate education at GVSU.

Total number of meetings: 6
Average number of attendees per meeting: 40

Major initiatives and discussions in which the GPDs participated in 2018-19 included:

- Assessment of graduate student professional development activities
- Career Services strategies to support graduate students
- Council of Graduate Schools April 15 Resolution
- Graduate program director definition
- Graduate program marketing
- Graduate program review
- Graduate student writing initiative
- Guidelines for graduate research projects
- Identifying high quality projects for recognition
- LGBT Center initiatives to support graduate students
- Office of Research Compliance and Integrity responsibilities
- Recruiting McNair scholars
- Strategies for increasing graduate enrollment, retention and graduation
- University Development scholarships for graduate students
- University Libraries resources
The Graduate School Information and Activities

The Graduate School – Financial Support

Periodically, The Graduate School provides financial support to units, programs, events, and individuals for travel, conference registration, and other matters relating primarily to graduate education. In fiscal year 2018-19, our office supported the following endeavors:

Table 10: The Graduate School External Financial Support

<table>
<thead>
<tr>
<th>Event</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>2018-19 Athletic Sponsorship</td>
<td>$1,500.00</td>
</tr>
<tr>
<td>Poetry on the Rapid</td>
<td>$1,000.00</td>
</tr>
<tr>
<td>CLAS on the Green</td>
<td>$250.00</td>
</tr>
<tr>
<td>National Professional Science Master’s Association Annual Conference</td>
<td>$167.67</td>
</tr>
<tr>
<td>Van Andel Institute Undergraduate Science Conference</td>
<td>$150.00</td>
</tr>
<tr>
<td><strong>Total Support</strong></td>
<td><strong>$3,067.67</strong></td>
</tr>
</tbody>
</table>

Institutional Memberships

The Graduate School covers the cost of institutional memberships in the following organizations:

Table 11: Membership Support

<table>
<thead>
<tr>
<th>Organization</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Council of Graduate Schools</td>
<td>$5,587.00</td>
</tr>
<tr>
<td>Midwestern Association of Graduate Schools</td>
<td>$250.00</td>
</tr>
<tr>
<td><strong>Total Support</strong></td>
<td><strong>$5,837.00</strong></td>
</tr>
</tbody>
</table>
The Graduate School Staff

Jeffrey Potteiger, Dean of The Graduate School
Dr. Jeffrey A. Potteiger joined Grand Valley State University in July of 2010 and is a professor in the Department of Movement Science. He received his Ph.D. from Auburn University, his M.S. degree from McDaniel College, and his B.S. degree from Indiana University of Pennsylvania.

Dr. Potteiger has been a faculty member at Indiana State University, the University of Kansas, Virginia Commonwealth University, and Miami University. Dr. Potteiger has served in university administrative roles as a laboratory director, graduate program director, department chairperson, dean, and associate provost for research.

Dr. Potteiger began his professional career as a public school teacher in Pennsylvania before becoming involved in education at the university level. He has over 100 published research articles, books, and book chapters much of which has involved work with students. Dr. Potteiger recently published the 3rd edition of the textbook titled ACSM's Introduction to Exercise Science. His broad research interest is in how physical activity and nutrition influence health and disease. Much of Dr. Potteiger’s recent research activity has been focused on the role of exercise and dietary intake on the use of carbohydrates and fats by the body.

In addition to his role as Dean of the Graduate School, Dr. Potteiger serves as the GVSU Authorizing Institutional Official for all research activities and as the university Research Integrity Officer. Dr. Potteiger contributes to his profession by serving on the editorial boards of several journals and as a leader in the American College of Sports Medicine.

Mark Luttenton, Associate Dean of The Graduate School
Dr. Mark Luttenton became a faculty member at GVSU in August 1989 and is a Professor of Biology and Associate Research Scientist in the Annis Water Resources Institute. He earned a B.S. in Biology with a minor in chemistry from Central Michigan University (1977), an M.S. in Biology from University of Wisconsin–LaCrosse (1981), and received a Ph.D. in Aquatic Ecology from Bowling Green State University (1989). He joined The Graduate School in Winter 2016.

Dr. Luttenton began his teaching career in 1977 at the Toledo YMCA outdoor education center. Prior to joining GVSU, he taught at East Carolina University and Findlay College. Since joining GVSU, he has taught over a dozen different courses covering a wide range of topics, and was recognized as the 2006 Outstanding Educator by the GV Alumni Association. In addition to his teaching duties at GVSU, he has served as Acting Biology Department Unit Head, Acting Director of the Annis Water Resources Institute, and served for 14 years as the Biology Graduate Program Coordinator. He has been actively involved on GVSU faculty committees, most importantly, serving 13 years on the Graduate Council, 6 of those years as chair.

Dr. Luttenton’s research has covered a broad range of ecological systems ranging from small streams to the Mississippi River and from the Great Lakes to small freshwater pools in the Bahamas. He has conducted research on native and invasive plants, protozoans, invertebrates, and fish including the ecology of stream dwelling trout, trout diseases, and stream community bioenergetics. He is currently collaborating with researchers at three institutions on a study to explore the diversity of fungi found at the bottom of the Great Lakes. The research team is screening the fungi for chemicals that may destroy a range of cancer cell types, or alternatively, stimulate nerve cell growth.

Irene Fountain, Assistant to the Dean of The Graduate School
Irene Fountain has been with The Graduate School since the department was formed in 2000 as “Graduate Studies and Grants Administration.” She holds a Master’s degree in Public Administration from GVSU and a Bachelor’s degree in Business Administration from Davenport University.

Irene serves as the dean’s administrative assistant. She coordinates The Graduate School financial and operational records, organizes meetings with various constituent groups such as the graduate program directors advisory group and the Graduate Council and its subcommittees, and keeps the official minutes and records of the Graduate Council. As the primary administrative support person for the Graduate Council, she is responsible for coordinating external reviewer site visits for programs undergoing graduate program review.

She also coordinates and administers the Graduate Presidential Research Grant (PRG) program, oversees the Academic Conference Fund (ACF) for Graduate Students, and works with the Graduate Student Association’s (GSA) funding
board by assisting with the review of funding requests and approvals. She maintains the budgets and tracks expenditures for the PRG, ACF, and GSA and serves as the dean's designee for expense reimbursements.

Irene manages the graduate assistantship program, ensuring adherence to the graduate assistantship policy, communicates with constituents and coordinates assistantship appointments with Financial Aid, Student Employment, GA supervisors, and students, and organizes the New Graduate Assistantship Orientation.

Jennifer Palm, Assistant to The Graduate School
Jenn joined GVSU as a staff member in 2005 and began working with graduate studies in January 2008. She earned a Master of Science in Communications (2017) and a Bachelor of Arts in Advertising and Public Relations (2004), both from GVSU.

In The Graduate School, Jenn is responsible for department publications and major events. This includes the Advising Guidebooks, Graduate Student Guidebook, Graduate Faculty Handbook, Graduate Directors Handbook, the Graduate Policies & Procedures Manual, and The Graduate School’s Annual Report. She coordinates department events such as the Graduate Student Celebration, the Graduate Showcase, New Graduate Student Orientations, and the 3-Minute Thesis Competition.

Jenn oversees the department's social media presence, maintains the Graduate Student Blackboard group, and creates the monthly 6 in 60 newsletter. She maintains and creates content for the department webpages, including News and Information, Success Stories, Events, and resources for students, faculty, and staff. She also coordinates the department presence at internal and external recruitment events.

She is the primary contact for graduate student issues and serves as the department contact for requests for exception to university policies. Jenn assists faculty applying for Graduate Faculty Status and maintains the database of approved faculty. She also serves as the department’s Thesis and Dissertation Coordinator and organizes the Thesis and Dissertation Workshops.

Jenn is approved as an Inclusion Advocate and serves as the department liaison for issues relating to inclusion and equity. She is the Co-Chair of Women’s Commission affinity group at GVSU.
The Graduate School Graduate Assistants and Student Assistants

Amanda Gay, Graduate Assistant
Amanda joined The Graduate School as a Resources and Marketing Graduate Assistant in Fall 2017. Amanda graduated from Western Michigan University with a Bachelor of Science in Interdisciplinary Health Services/Management in August 2014.

Amanda assisted in conducting research surrounding graduate programs at GVSU and throughout the US. She also assisted in creating electronic materials for the web, writing news features such as graduate student and alumni accomplishments, and developing and editing department publications. Amanda supported the coordination of social media for The Graduate School, promotion of TGS events such as the Graduate Showcase, 3MT competition, and through attendance at recruitment events. She also supported the Graduate Council Curriculum and Program Review committee.

Amanda received her Master of Science in Occupational Therapy degree in August 2019.

Nicholas Ross, Graduate Assistant
Nick joined The Graduate School as a Writing Initiatives Graduate Assistant in the Winter 2018 semester. He earned a Bachelor of Science in History with a minor in Sociology from Illinois State University in December 2016.

Nick worked on several writing initiatives to support graduate students, including web resources, style guides, and more. He surveyed both graduate students and faculty to determine the highest needs in writing support at the university. Nick was instrumental in the coordination and promotion of TGS events such as the Graduate Showcase, 3MT competition, and Graduate Dean’s Citation Awards. He also supported the PACES program and served as a student liaison with voting privileges for Graduate Council and the Policy Subcommittee.

Nick received his Master of Education in School Counseling degree in April 2019.

Corinne Jaskiewicz, Graduate Assistant
Cori joined The Graduate School as a Resources and Marketing Graduate Assistant in Fall 2018. She earned her Bachelor of Science in Environmental Engineering from Cornell University in 2013. Cori is currently pursuing the Master of Science in Data Science and Analytics program.

Cori supports research surrounding graduate programs at GVSU and throughout the US, as well as assists in the creation and development of electronic materials and department publications. She assists with the coordination of TGS social media platforms, the graduate podcast series, and the promotion of TGS events, such as the Graduate Showcase and 3-Minute Thesis competition. Cori also supports recruitment events and the Graduate Council Policy Subcommittee.

Cori will continue as a Graduate Assistant in the 2019-20 academic year, primarily working on survey data and reports, graduate program marketing, and supporting department events.
Brittany Ackerman, Student Assistant
Brittany joined The Graduate School as a Student Assistant in August 2017. She is currently an undergraduate student at Grand Valley studying Finance. Her plans for the future are to pursue a career in financial leadership. She enjoys spending time with family and friends and being active.

Brittany joined The Graduate School to maintain department databases related to graduate assistantships, graduate thesis and dissertations, and student petitions. She assists with data entry, filing, communication with students and faculty, and special projects to help the office run efficiently. She also provides assistance with reviewing, editing, and proofreading documents.

Brittany will continue as the lead Student Assistant for The Graduate School in 2019-20.

Kelley Heynen, Student Assistant
Kelley began working as a Student Assistant in August 2016. Her plans for the future are to work with businesses around the world and be able to travel. Kelley enjoys spending time with friends and traveling outside of school and work.

Kelley joined The Graduate School to support and maintain department databases related to graduate assistantship appointments, thesis and dissertation approvals, and student petitions. She assisted with data entry, filing, communications with students, and other tasks that allow the office to run efficiently. She also completed a variety of high-quality research projects.

Kelley received her Bachelor of Business Administration degree in April 2019 with a double major in Accounting and Management Information Systems.
The Graduate School extends its appreciation to the students, faculty, and staff who further the mission of quality graduate education at Grand Valley State University. Comments, questions, or suggestions regarding this Annual Report may be directed to The Graduate School at gradschool@gvsu.edu or (616) 331-7105.