



Graduate Council Meeting Summary

September 21, 2023

2:00 - 3:30 pm

Zoom

I. Call to Order

Dr. Linda Thomas, Dean, called the meeting to order at 2:00 p.m.

II. Approval of the Graduate Council Minutes from May 5, 2023*

A motion was made by Dr. Michael Gubser to approve the Graduate Council Minutes from May 5, 2023, as dispensed. Dr. Julie Wallace Carr seconded the motion. The May 5, 2023, Graduate Council minutes were approved.

III. Business Items

A. Dean's Report - Highlights include:

1. The Graduate School has several new employees: Rebecca Lipscomb is the new Financial Manager. Jessica Good is the new Assistantship Coordinator and Kristi McDonnell is the new Student Records and Graduation Specialist.
2. The Graduate School received new positions for an Enrollment and Student Success Specialist and a Student Services and Records Assistant. The search process is underway to fill both positions.
3. This is the first year of the pilot of out-of-state to in-state assistantship (granted all temporary and permanent requests).
4. Academic Affairs funded GA stipends in a raise pool of 2%.
5. There are new deadlines for GA selection.
6. Student Affairs is now handling graduate student housing.
7. This year, Dr. Thomas plans to meet with the Program Directors from each college to discuss graduate education and how The Graduate School supports students and programs. Academic Unit Heads and Deans will also be invited to attend.
8. The focus for 2023-2024, is to create the infrastructure to support the vision, but there is no new funding.

B. Graduate Student Association (GSA) Report

Sophia Park, The Graduate Student Association President and representative to Graduate Council gave the following report:



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The GSA is looking for graduate students to join the Executive Board to fill the positions of secretary, treasurer and social chair. Graduate Students are also needed to serve as representatives to a number of committees and to represent their programs.

The GSA is planning a social event where they will be hiking Hones Quarry on Sunday, October 8, at 11:00 a.m. Rides will be available from the JMU Book Store. The GSA has tentative plans to go to a pumpkin patch. GSA has developed a form that students may submit to suggest workshops and social events. GSA is currently working on the Professional Development Grant Application and it will be sent out to students through the GSA listserv.

IV. Unfinished Business

A question was raised about whether there have been any conversations regarding non-funded TGS Graduate Assistantships moving to in-state? Dr. Thomas is willing to have discussion related to in-state tuition funding for Auxiliary Departments. Please feel free to reach out to Dr. Thomas with any concerns you may have related to this matter.

V. New Business

A. University Career Center (UCC) – Alyssa Hawley, CCSP, Career Advisor and Liaison

Alyssa Hawley is the Career Liaison to The Graduate School. The mission of the University Career Center is *to prepare and empower all students in every aspect of their career development*. Some of the services that UCC provides include: assistance with class presentations, resumes, cover letters, interview prep and preparation, job and internship searches, planning professional attire, career decision making, graduate school preparation and professional headshots.

B. Approval of Executive Committee membership*

Membership of the Executive Committee consists of the Dean of The Graduate School, who serves as chair, the Associate Dean, who serves as co-chair and one graduate faculty member representing each college. Members of the committee may be called on, in between full Council meetings and during the summer months, to provide advice to the Dean and to aid in urgent decision-making when the full Graduate Council cannot be gathered. The Dean and Associate Dean of The Graduate School serve as ex-officio, non-voting members.

For the Executive Committee, the Graduate Council must choose one representative for each college from among the members of next year's Graduate Council.



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The slate of officers for the 2023-2024 Executive Committee include:

Bernice Marcopulos	College of Health and Behavioral Studies
Hossain Heydari	College of Integrated Science and Engineering
Matthew Rutherford	College of Business
Corey Hickerson	College of Arts and Letters
Stephanie Wasta	College of Education
Roshna Wunderlich	College of Science and Mathematics
Bill Wightman	College of Visual and Performing Arts

The slate of officers for the 2023-2024 Graduate Council Executive Committee was approved.

C. Approval of Graduate Council Curriculum Committee membership*

The Curriculum Committee is responsible for making all curriculum decisions on behalf of the Graduate Council. This committee is composed of one graduate faculty member representing each college, one at-large graduate faculty member representing all doctoral programs and one at-large graduate faculty member representing all master's programs. Curriculum Committee members can, but are not required to be members of the Graduate Council.

For the Graduate Council Curriculum Committee, the Graduate Council must choose one representative for each college from among the Graduate Faculty of each college. Members do not have to be Graduate Council members or Program Directors, but these individuals are eligible for this committee. In addition, the Graduate Council must choose one at-large graduate faculty member to represent all master's programs and another who will represent all doctoral programs.

This committee meets as necessary no more than monthly, on Thursdays 2:00-3:00 PM.

The slate of officers for the 2023-2024 Curriculum Committee include:

Tim Ball	College of Arts and Letters
Andrea Knopp	College of Health and Behavioral Studies
Mohamed Aboutabl	College of Integrated Science and Engineering
Nicole Wright and/or Jim Irving	College of Business
Eric Carbaugh	College of Education
Janet Daniel	College of Science and Mathematics
Corinne Diop	College of Visual and Performing Arts
Christine Argenbright	Doctoral Programs
Dana Haraway (Fall)	Master's Program
William "Bill" White (Spring)	Master's Program

The slate of officers for the 2023-2024 Graduate Council Curriculum Committee was approved.



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D. Two representatives are needed to serve on CAP

This university committee serves as the final faculty and administrative body to review and recommend to the president and board of visitor's curricular matters related to the entire university (e.g., degree requirements; major changes within the general education program; and the addition, deletion and significant modifications of all programs). CAP meets once a month. The Graduate Council needs to identify two faculty members to serve on CAP.

Dr. Linda Thomas volunteered to serve in the fall and Roshna volunteered to serve in the Spring. Dr. Scott Gallagher volunteered to serve as the second representative. These members were approved to serve on CAP.

VI. Announcements

Members are encouraged to nominate students and colleges for the CSGS Outstanding Master's Thesis Awards and Faculty Awards. Nominations are due to Dr. Thomas by October 13, 2023. Additional information can be found at: <http://www.csqs.org/awards/master-thesis-award/>

A Graduate Program Director training will be held November 16, 2023, 12:00-4:30 p.m., in the Festival Conference and Student Center Ballroom and lunch will be included. More details will be shared soon.

VII. Conclusion

With no further business, a motion was made and properly seconded to adjourn the meeting. The motion carried and the meeting adjourned at 3:11 pm.

*Votes are likely to be called for items marked with an asterisk.



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Graduate Council Voting Members			
Last Name	First Name	Academic Unit	Joined Zoom Meeting
Aga	Zareen	Middle, Secondary and Mathematics Education	yes
Almjeld	Jennifer	Writing, Rhetoric, & Technical Communication (WRTC)	yes
Coates	Tabitha	Learning, Technology, & Leadership Education	yes
Dabback	William	Music	yes
Diop	Corinne	College of Visual and Performing Arts	yes
Dorne	Rachelle	Health Professions	yes
Gubser	Michael	History	yes
Hefner	Brooks	English	yes
Heydari	Hossain	Computer Science	
Hickerson	Corey	Communication & Advocacy	yes
Imbrescia	Eric	Early, Elementary & Reading Education	
Irving	Jim	Accounting	
Knopp	Andrea	Nursing	
Marcopulos	Bernice	Department of Graduate Psychology	yes
Moore	Kethera	Psychology	
Nye	Susan	Kinesiology	yes
Park	Sophia	Graduate Student Association	yes
Piker	Erin	Communication Sciences & Disorders (CSD)	yes
Rutherford	Matthew	Business Administration	
Sloan	Margaret	School of Strategic Leadership	



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Spindel	an	School of Integrated Sciences	
Stevens	Alexis	Mathematics	yes
Taylor	Jennifer	Political Science	
Wallace-Carr	Julie	Sport & Rec Leadership	yes
Wasta	Stephanie	Educational Foundations & Exceptionalities	yes
Wunderlich	Roshna	Biology	yes

Graduate Council Non-Voting Members			
Last Name	First Name	Title	Joined Zoom Meeting
Thomas	Linda	Dean	Yes
Stoloff	Michael	Associate Dean, Admissions and Recruitment	Yes
Ryman	Laura	Assistant Dean and Director of Graduate Student Services	Yes

Guests			
Last Name	First Name	Academic Unit	Joined Zoom Meeting
Anderson	Robin	Graduate Psychology	yes
Apple	Kevin	Associate Dean, College of Sciences & Mathematics	yes
Argenbright	Christine	Department of Nursing	yes
Bell	Pamela	Dean's Office, The Graduate School	yes
Brutus	Tiffany	Research and Scholarship	
Danzell	Orlandrew	Integrated Science and Technology	yes
Doss	Cheryl	Dean's Office, The Graduate School	yes



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Gallagher	Scott	Associate Dean, COB	
Hawley	Allyssa	University Career Center Advisor	yes
Hegg	Kevin	Libraries	yes
Lipscomb	Rebecca	Dean's Office, The Graduate School	
MacDonald	Sarah	PCE	
Maxwell	Paula	Faculty and Curriculum	yes
McDonnell	Kristi	Student Records and Graduation Specialist	yes
Michael	Lynette	Dean's Office, The Graduate School Director of Admissions	yes
Miller	Yvonne	Dean's Office, The Graduate School	yes
Rose	Liz	Dean's Office, The Graduate School	
Shackelford	Kristi	Chief Communication Officer,	
Stevens	Wren	Associate Dean, College of Visual and Performing Arts	
Tang	Jeff	Associate Dean, College of Integrated Science and Engineering	
White	Sian	Associate Dean, College of Arts and Letters	
Wightman	Bill	School of Art, Design and Art History	Yes
Zhou	JY	Executive Director, Center for Global Engagement	
Zugelder	Brian	Associate Dean, College of Education	