

# **Graduate Council**

## **Meeting Minutes**

September 12, 2013 - Taylor 404

Supporting, facilitating and promoting excellence in lifelong education through graduate programs of distinction, innovative outreach programs and a diverse student body.

### **ATTENDANCE**

Members present: Reid Linn, Melissa Alemàn, Lynette Michael, Robin Anderson (Graduate Psychology), Deborah Bandalos (Assessment and Measurement), Josh Bacon (College Student Personnel Administration), Amanda Biesecker (ISAT), Dannette Bronaugh (Exceptional Education), Pete Bsumek (Communication & Advocacy), Michael Busing (Business Administration), David Dillard (History), Natasha DuMerville (Grad. Student Rep.), Lennie Echterling (Counseling & Supervision; Clinical Mental Health Counseling), Brian Flota (Libraries & Ed. Tech), Margaret Sloane (Strategic Leadership), Tammy Gilligan (School Psychology), Teresa Gonzalez (Academic Affairs), David "AJ" Good (Grad. Student Rep), Janet Gloeckner (Health Science), Patty Hale (Nursing), Michael Hall (Psychological Sciences), Gregg Henriques (Clinical and School Psychology), Hossain Heydari (Computer Science -Info. Sec.), Nicholas Luden (Kinesiology), Scott Lunsford (Writing, Rhetoric & Technical Communication), Holly McCartney (Education), Matthew Rebhorn (English), Ayasakanta Rout (Communication Science & Disorders), Mary Jean Speare (Music), Kathy Schwartz (Art & Art History), Nicholas Swartz (Public Administration), William VanDenburg (Accounting), Ann Wallace (Mathematics Education), Guests: Carol Hurney (Center for Faculty Innovation), A.J. Morey (Cross Disciplinary Studies), Kristi Shackelford (Catalog), Peggy Shaeffer (COE), Michael Stoloff (CHBS), Janet Smith (Public Affairs). Programs not represented: Adult Education (HRD), Physician Assistant Studies, Biology, Political Science (EUPS).

### APPROVAL OF THE MINUTES

The minutes of May 17, 2013 meeting were approved by acclamation with no revisions.

### ANNOUNCEMENTS

- Graduate Community Dinner: Friday, September 20, 4:30 6:30 p.m. in the Festival Ballroom.
- Northern Shenandoah Valley Regional Graduate & Law School Fair: Tuesday, September 24, 4:00–7:00 p.m. in the Festival Ballroom. Registration is free for JMU graduate programs, however, tables are now full and there is a waiting list for programs interested in participating. Programs should contact Laura Ryman (<a href="mailto:rymanle@jmu.edu">rymanle@jmu.edu</a>) if they would like to be placed on the wait-list for registration. Reid Linn encouraged faculty to work with Kathy Thompson for program representation at graduate fairs.
- The Graduate School Brochure and Program Descriptions are available upon request for recruiting.
- All course/program requests to take effect Summer or Fall 2014 must be submitted by April 10<sup>th</sup>. This is a revised deadline (formerly February). Catalog copy for each graduate program must be reviewed, revised, and submitted to Kristi Shackelford no later than May 5.
- Conference of Southern Graduate Schools Awards Call for Nominations
  - Outstanding Mentor Award (November, 2013)
  - o Outstanding Contributions to Graduate Education (November, 2013)
  - Master's Thesis Award includes two categories (1) Life Sciences; and (2) Social Science, Business, and Education (November 18, 2013)
  - ETD Master's Thesis Award for Innovative Application of Technology to Scholarship in a Master's Thesis (November 18 2013)

• JMU Communications and Marketing welcomes news items. (including activities and projects) as well as stories about graduate programs or graduate (Masters, Ed.S, or Doctoral) students and faculty. You may submit story ideas to Janet Smith (smithjl@jmu.edu), who serves as the office's liaison to the Graduate Council.

### **DISCUSSION**

### **GSA Report** – AJ Good, Graduate Student in Public Administration

AJ Good shared ongoing activity within the GSA. AJ shared the desires of the GSA to connect graduate students with both social and professional campus resources via social media and events. Program directors were thanked for submitting program representatives for the GSA and remaining programs were encouraged to submit the names of representatives. The GSA also welcomed establishing working relationships with graduate programs and feedback from those in the programs. Specifically, AJ expressed the desire for graduate program co-facilitation and/or feedback with regard to future professional development and event programming.

- The first GSA meeting of the Fall semester will be October 6<sup>th</sup>, 2013 in Taylor 302 at 4:00 pm.
- Reid reiterated the GSA mission to be a professional association for students and highlighted the importance of supporting student driven initiatives, such as the student and faculty community impact awards.

### **Uploading of Unofficial Transcripts** – Lynette Michael

Lynette Michael announced that applicants will soon be able to directly upload copies of their unofficial transcripts during the application process (March 2014). Only those students who accept offers of admission and matriculate will need to have all official transcripts sent to The Graduate School as a condition of admission.

### **CFI Programming for 2013-2014** – Carol Hurney, Executive Director of CFI.

Carol Hurney previewed changes to the approach and programming at CFI and the impact those changes may have on the graduate student community. Moving away from a person-centered approach (i.e. programming directed toward types of faculty), CFI plans to take a more inclusive approach that opens up most programs to all graduate school faculty and students. One graduate student-specific program will remain; the Graduate Research Fellows program generally has had the highest success rate among graduate students and will be continued this year without the stipend. The CFI can also work directly with graduate programs and organizations such as the GSA to improve awareness of CFI events and to serve as a resource for program-specific needs.

### Madison Future Commission (Strategic Plan) Update - Reid Linn

Reid provided an overview of the strategic planning process by the Madison Future Commission including the Academics Committee's core qualities and related goals. He spoke about the University Planning Team meeting on September 10, which he attended as a committee co-chair, and provided the following timeline for the MFC strategic planning for the year.

### Madison Future Commission (MFC) Timeline for 2013-2014 ...

**September 10 -** The University Planning Team (UPT) meets with committee co-chairs after reviewing all of the committee reports. They will use the reports as the primary basis for developing a list of draft core qualities and goals to submit to the president and senior leadership team.

Narrow down the core qualities (above).

**September 13 -** The president and his team, who have each already read all of the MFC committee reports, will review the UPT's submission and provide them with feedback. The feedback will then be reflected in an updated version of the core qualities and goals. From there, the draft will be sent to the JMU Board of Visitors.

**October 4 -** The Board will review the updated draft of core qualities and goals and provide feedback to Dr. Warner and Brian Charette. The draft core qualities and goals will be appropriately updated.

**October 5 -** The draft core qualities and goals, along with each of the MFC committee reports, will be posted on the MFC website. A bulk email will be sent to faculty and staff by the UPT inviting faculty and

staff to review the materials and provide input/feedback through the website. This feedback will be gathered for a period of three weeks and sent to the members of the UPT weekly.

**Oct-Nov** - After this three-week review period, the UPT will meet again to make necessary changes to the draft core qualities and goals based on the feedback. They will then submit the resulting draft to the president and senior leadership team. That group will then spend extended time reviewing all the materials and making decisions about the resulting Strategic Plan. Final content will then be sent to the Board of Visitors for the January meeting.

**January 17 -** The Board of Visitors will review and approve the Strategic Plan. That will represent, in effect, the conclusion of the work of the Madison Future Commission. From there, deans, AVP's, directors and associate directors will begin to lead the process of drafting objectives in support of the new goals.

- Lennie Echterling emphasized the need to incorporate JMU graduate education into the greater
  JMU community. He mentioned that core quality #1 was most explicit in communicating that.
- Reid clarified that the responsibility of implementing core qualities includes members of The Graduate School community. An email addressing this and an opportunity for feedback will be sent in October-November.

CGS Resolution Regarding Graduate Scholars, Fellows, Trainees and Assistants (handouts) – Reid Linn Reid reviewed the Council of Graduate Schools Resolution Regarding Graduate Scholars, Fellows, Trainees and Assistants (attached). The CGS, of which JMU is a member, agreed that students are to be under no obligation to respond to offers of financial support prior to April 15.

### Appointments of representatives to Graduate Council, CAP and Honor Council

Student representatives to Graduate Council: AJ Good and Natasha DuMerville

Graduate Council representative to C&I Chairs: Melissa Aleman Graduate Council representative to A-Team: Melissa Aleman

CAP Graduate Council student representative: Natasha DuMerville

CAP Graduate Council faculty representatives: Nicholas Swartz and Mike Busing

Honor Council representative: Nancy Nichols

#### **Graduate Fairs:**

TGS will attend the following graduate recruitment fairs:

Monday, September 23 - Radford - Noon - 3:00 pm

VT - 4:30 p.m. - 7:00 p.m.

Tuesday, September 24 – JMU 4:00 – 7:00 pm

Thursday, September 25 – UVA – Noon – 4:00 p.m.

Thursday, September 26 - W&M - 12:30 - 4:00 p.m.

Friday, September 27 - ODU - 10:30 a.m. -2:00 p.m.

Thursday, October 3 - VCU - 10:00 am - 1:30 pm

Thursday, October 17 – Penn State (Tentative)

Friday, November 8 – HBCU Career Development/Grad Fair

#### **Remaining 2012-13 Meeting Dates:**

Thursday, October 10, 2013 – Taylor 404, 2:00-3:30pm

Thursday, November 14, 2013- Taylor 404, 2:00-3:30pm

No meeting in December

Thursday, January 16, 2014 - Taylor 404, 2:00-3:30pm

Thursday, February 13, 2014 - Taylor 404, 2:00-3:30pm

No March Meeting

Thursday, April 10, 2014 – Taylor 306, 2:00-3:30pm

Friday, May 16, 2014 (Retreat) - Montpelier Room, East Campus Dining Hall, 8:30 a.m. - 1:30 p.m.