



Graduate Council Meeting Minutes

SEP 14 2017 -Madison Union 405

GRADUATE PROGRAM/DEPARTMENT ATTENDEES	MEMBER NAME	Attended
Academic Affairs	Marilou Johnson	x
Academic Affairs (Cross Disciplinary Studies)	A.J. Morey	
Accounting	Nancy Nichols	
Adult Education & Human Resources Development	Noorie Brantmeier	x
Art & Art History	Cole Welter	
Assessment & Measurement	Debbie Bandalos	x
Biology	Roshna Wunderlich	x
Business Administration	Matt Rutherford	
Business Administration	Tisha McCoy Ntimaoh	x
College of Arts and Letters	Sian White	x
College of Business	Michael Busing	
College of Education	Jane Thall	
College of Health & Behavioral Studies (CHBS)	Paula Maxwell	x
College of Integrated Science and Engineering	Henry Way	
College of Science and Mathematics	Anthony Tongen	x
College of Visual and Performing Arts	Sonya Baker	
College Student Personnel Administration (CSPA)	Josh Bacon	
Combined Integrated Clinical and School Psychology	Ken Critchfield	
Comm Science & Disorders	Ayasakanta Rout	x
Communication & Advocacy	Kathryn Hobson	x
Computer Science – Information Security	Hossain Heydari	x
Counseling and Supervision/Clinical Mental Health/ School Counseling	Lennis Echterling	
Education	Joy Myers	x
English	Allison Fagan	x
Exceptional Education	Dannette Bronaugh	x
Graduate Catalog	Kristi Shackelford	x
Graduate Psychology	Robin Anderson	x
Graduate Student Representative	Sarah McGrath	x
Graduate Student Representative	Alyse Lehrke	x
Health Sciences – Dietetics, Nutrition	Jeremy Akers	x
History	David Dillard	x
ISAT	Maria Papadakis	
Kinesiology	Nicholas Luden	x
Libraries & Educational Technologies	Lara Sapp	x
Mathematics Education	Anthony Tongen	x
Music	Mary Jean Speare	x
Nursing	Melody Eaton	x
Occupational Therapy	Twylla Kirchen	x
Office of International Programs	Felix Wang	
Outreach and Engagement	Sarah MacDonald	x
Physician Assistant Studies	Jerry Weniger	x
Political Science (EUPS)	John Scherpereel	x
Psychological Sciences	Jeff Dyche	x
Public Administration	Fred Mayhew	x
Research & Scholarship	Mary Lou Bourne	x

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School Psychology	Tammy Gilligan	
Sports and Recreation Leadership	Julie Wallace Carr	x
Strategic Leadership	Karen Ford	x
The Graduate School	Laura Ryman	x
The Graduate School	Lynette Michael	x
The Graduate School Associate Dean	Terry Dean	x
The Graduate School Associate Dean	Michael Stoloff	
The Graduate School Dean (Chair)	Jie Chen	x
WRTC	Jennifer Almjeld	x

1. **Approval of the Graduate Council Retreat Minutes 05/19/2017**
 - a. ***Minutes Approved.***
 - o Dannette Bronaugh motions to approve; Debra Bandalos seconds the motion to approve the minutes.

2. **Announcements, Reports, and Updates:**
 - a. ***Introduction of Michael Klein and Cristy Magaña***
 - o Dr. Michael Klein, Director of the Cohen Center, is introduced (though he is not present at the meeting today).
 - o Cristy Magaña, Assistant to the Dean, is introduced.
 - b. ***Enrollment outcome for Fall 17***
 - o Graduate enrollment was up by 5% according to the most recent report from Office of Institutional Research, almost a 100-student increase. 1,804 is the current grad student enrollment. The Dean thanked everyone for all their hard work.
 - c. ***APR Report Response***
 - o The TGS response to the APR external report has been submitted to the Provost and will be shared after it is reviewed and approved.
 - d. ***GSA Report (Please see page 3)***
 - o Sarah McGrath is the New President of GSA; she made the announcement found on page 3.
 - o All are encouraged to participate in GSA and for programs to select Representatives.
 - o The use of the Cohen Graduate Student Development Center for Graduate Students will be overseen by Terry.
 - e. ***TGS Open House: Wednesday, Oct 4th, 2017 (2:00-4:00PM)***
 - o TGS has moved to Madison Hall 4th floor.
 - o The Graduate School, Access & Inclusion, and Undergraduate Admissions have partnered to have the Open House.
 - o All are welcome to attend and enjoy refreshments. Informative Posters and new spaces such as the Cohen Graduate Student Professional Development Center are to be introduced.
 - o GSA is encouraged to come and promote the organization and all are encouraged to invite students to attend.
 - o Invitations will be sent to the entire campus via email.
 - f. ***The New Online Curriculum System***
 - o Kristi Shackelford introduced the new system called Curriculog. Requests for one-on-one training or group training are available by contacting her office. All are encouraged to use the online system if creating new program changes. The system is integrated with PeopleSoft.
 - o Courses that are pending have been moved to this program.
 - g. ***Student Services Announcements***
 - o Terry references the Graduate Council Announcements (see attachment) and mentions various deadlines to address any questions which may arise.
 - o Program Curriculum Changes are due March 15, which is the last Graduate Council Meeting.

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- 3MT is Jan 25th- Award prize information coming soon and workshops available to help prepare participants.
- The 3MT competition is the first of its kind at JMU. It is a national competition used amongst many universities. All are encouraged to attend. This event will be utilized to generate interest in prospective and current students, in research, among donors, and increase of student involvement.
- Cohen Center rebranding and mission information coming soon from Michael Klein.
- President Alger's email was discussed on Inclusion Task Force: members include Graduate Faculty which are involved in varying degrees. All are encouraged to identify and keep graduate education and experiences of graduate students in mind as they work on issues.
- An inquiry of graduate student involvement to serve as members in Inclusion Task Force has been made; at this moment GC is soliciting nominations of graduate students- Terry will follow up with an email to all, but all are welcome to submit a nomination.
- The time commitment and will vary by charge in the Task Force. The details will vary by working group, graduate students will be a voice on behalf of students.

3. Discussion and Action Items:

a. **Grad Council Representative Election**

- The previous representatives will be unable to continue and we need new volunteers to serve as representatives.
- CAP meeting schedule for 2017 – 2018; Meetings will be held 1:15 – 2:15 p.m. in Moody conference Room (Mondays)
 - October 16- Organizational Meeting
 - November 13
 - December 4
 - January 22
 - February 19
 - March 19
 - April 16
- CAP- 2 Faculty Representatives have been requested and the following volunteer:
 - Deborah Bandalos and Fred Mayhew.
 - All voted in favor; none opposed.

b. **Grad Council Representative Appointments**

- CAP GSA Representatives: Sarah McGrath, Alyse Lehrke
- Honor Council: Nancy Nichols
- A-Team: Michael Stoloff/Terry Dean
- C&I Chairs: Terry Dean

c. **Executive Committee**

- According to a recommendation made by the APR external review team and the discussion in the TGS Summer Retreat, The Graduate Council will reenact the Executive Committee to explore and discuss specific issues as a task force.
- Based on the Graduate Council Bylaws, the Chair will send a request to each Academic Dean to nominate a Graduate Council Member to serve on this committee in the next two weeks.
- Immediate tasks for the Committee include updating the bylaws and restructuring the Graduate Council.
- This is a good opportunity for the Graduate Council to improve process and become more nimble.

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GSA Updates- Grad Council Meeting 9/14/17

At the end of last year the GSA was almost dissolved due to lack of interest. The current Executive Council stepped up to rejuvenate this organization and this year has some exciting ideas to create a stronger GSA and graduate community.

Goals:

- Increase attendance at meetings and events
- Promote and increase usage of the Graduate Professional Development Center
- Advocate for graduate student needs:
 - Past- Food insecurity
 - Present- Health Care and Personal Wellness

Initiatives:

- Increase attendance
 - 1st GSA meeting was Sept 6th and we had 32 people attend (18 program reps)
 - Compared to 10 reps last year and 26 reps the year before that (our goal is to have 30)
 - Changed meeting day from Sundays to Wednesdays
 - Students in programs without a rep are not eligible to receive GSA funding
 - PLEASE encourage students in your programs to become representatives. It is not an intrusive time commitment, it encourages interdepartmental collaboration, and looks great on a resume.
- Cohen Graduate Professional Development Center
 - Home base
 - GSA supplied office supplies
 - Home to GSA Grad'n'Go and Take it or Leave it
- Networking
 - Future events: Go ahead and add these to your schedules. Please encourage graduate students and graduate faculty to attend.
 - Friday, September 15th 5-7pm Happy Hour Brick house Tavern
 - Friday, October 6th 5-7pm Happy Hour Ruby's Arcade
 - October Monthly Meeting Wednesday, Oct 11th 6-7pm Time Management Workshop
 - GSA Tailgate Saturday, October 28th Homecoming Game
- GSA's List of Current Program Representatives:

Program	First Name	Last Name	Email
Accounting	Brittany	Burton	burtonba@dukes.jmu.edu
Occupational Therapy	Deanna	Moser	moserdm@dukes.jmu.edu
CSD - Audiology	M.S.	Lakshmi	magudilx@dukes.jmu.edu
CSD - Speech Pathology	Danielle	Moss	mossdj@dukes.jmu.edu
Psych Sciences	Katy	Owens	owenskr@dukes.jmu.edu
Psych Sciences	Shane	Kerr	kerrcs@jmu.edu
Kinesiology	Scott	Wissman	wiss2mws@jmu.edu
Nursing	Maria	McDonald	mcdon3ma@dukes.jmu.edu
College Student Personnel Administration	Sabrey	Garling	garlinsa@dukes.jmu.edu
School Psych	Michelle	Hayes	hayes3ml@dukes.jmu.edu
CSD - Speech Pathology	Hope	Erdmann	erdmanhe@dukes.jmu.edu
Physician Assistant	Aly	Shaughnessy	shaughao@dukes.jmu.edu
Biology	Warner	Lowry	lowrytw@dukes.jmu.edu
Adult Education and Human Resource Development	Kendra	Hall	hallky@jmu.edu
Clinical and School Psychology	Christian	Haase	haasecd@dukes.jmu.edu
Clinical and School Psychology	Julia	Dobner-Pereira	dobnerjx@jmu.edu
MBA	Colleen	Jetton	jettonce@jmu.edu