



Graduate Program Director Assembly Meeting Minutes

October 10, 2019

2:00 - 3:30 pm

Madison Union 405

I. Approval of Minutes

Upon motion by Julie Wallace Carr and seconded by Rachelle Dorne the September 12, 2019 Graduate Council meeting minutes were unanimously approved.

II. Introductions

John Burgess introduced representatives that would serve on the 2019-2020 Graduate Council Executive Committee. Michael Stoloff explained the function of the Graduate Council Curriculum & Instruction (C&I) Committee and introduced the 2019-2020 C&I representatives.

III. Vote

Upon motion by Stephanie Wasta and seconded by William Dabback, Dr. Sara Synder was unanimously approved to serve as the College of Education C&I Committee representative.

IV. Madison Cares Presentation:

Gloria Mast presented on MadisonCares, a program to promote the safety and well-being of the JMU community through early intervention strategies, educational initiatives, and on-going care. MadisonCares will respond to and support students experiencing varying levels of social, emotional, academic, medical, or mental health concerns. Ms. Mast shared that MadisonCares does not take the place of the Counseling Center. Faculty and staff should still follow protocol and call Public Safety if an individual is considered harmful to themselves or others. Ms. Mass stated that referrals to MadisonCares can be anonymous and the referral page can be located on the Dean of Students webpage. Carla Breeden will include the link in the meeting minutes.

<https://www.jmu.edu/studentaffairs/departments/deanofstudents/madisoncares/referral/index.shtml>

V. GA / TA Request Information and Strategies Discussion

John Burgess stated that he is working with Jason McClain in Academic Resources to create a new strategy for requesting new Graduate Assistantships (GA) and Teaching Assistantships (TA). SACS requires 18-credit hours per academic year to qualify for a graduate or teaching assistantship. Ms. Burgess shared that the budget initiative process is currently underway where the request for additional funded positions can be submitted. The Graduate School (TGS) works with Deans and Academic Unit Heads with the goal of advocating for the mission of the colleges and units. He would like to hear from faculty on how the GA and TA positions are critical to the college and unit mission so that he can link these in the quest for additional GA and TA funded positions.



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VI. **Group Activity**

Carla Breeden distributed a handout on Graduate Education at JMU focusing on defining characteristics of JMU Graduate Programs and the key elements that define graduate education and their graduate programs.

VII. **TGS Marketing Strategies Presentation:**

Michael Stoloff and John Burgess presented on the key components of the TGS Marketing Strategy. The Program Directors and Graduate Council members and guests discussed the marketing strategies at length. It was decided that the TGS Marketing Strategy PowerPoint presentation would be sent to electronically by Michael Stoloff to the Graduate Program Director Assembly.



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Graduate Program Directors Assembly Meeting Graduate Council Voting Members

Sign-in Sheet
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Last Name	First Name	Academic Unit	Signature
Almjeid	Jennifer	Writing, Rhetoric, & Technical Communication (WRTC)	
Klein	Michael		
Argenbright	Christine	Nursing	<i>Christine Argenbright</i>
Bandalos	Deborah	Psychology - Graduate	
Brantmeier	Noorie	Learning, Technology, & Leadership Education	<i>Noorie Brantmeier</i>
Carothers	David	Mathematics	
Dabback	William	Music	<i>William Dabback</i>
Dorne	Rachelle	Occupational Therapy	<i>Rachelle Dorne</i>
Dyche	Jeff	Psychology - Undergraduate	<i>Jeff Dyche</i>
Ford	Karen	School of Strategic Leadership	<i>Karen Ford</i>
Hefner	Brooks	English	<i>Brooks Hefner</i>
Heydari	Hossain	Computer Science	<i>Hossain Heydari</i>
Hickerson	Corey	Communication & Advocacy	
Luden	Nicholas	Kinesiology	
Mayhew	Fred	Political Science	<i>Fred Mayhew</i>
Morales	Daniel	History	
Myers	Joy	Early, Elementary & Reading Education	
Nichols	Nancy	Accounting	
Rout	Ayasakanta	Communication Sciences & Disorders (CSD)	<i>Ayasakanta Rout</i>
Rutherford	Matthew	Business Administration	<i>Matthew Rutherford</i>
Wallace Carr	Julie	Hart School	<i>Julie Wallace Carr</i>
Wasta	Stephanie	Educational Foundations & Exceptionalities	<i>Stephanie Wasta</i>



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Last Name	First Name	Academic Unit	Signature
Webb	Angela	Middle, Secondary and Mathematics Education	
Wightman	Bill	School of Art & Design History	<i>Bill Wightman</i>
Wunderlich	Roshna	Biology	<i>Roshna Wunderlich</i>



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Graduate Program Directors Assembly Meeting Program Directors

(Not Listed as Graduate Council Voting Member)

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Scherperech John POSC Fitzmaurice

Last Name	First Name	Academic Unit	Signature
Anderson	Robin	Graduate Psychology	
Apple	Kevin	Psychology	
Armstrong	Kirk	Health Professions	
Bankert	Dabney	English	
Bronaugh	Dannette	Exceptional Foundations & Exceptionalities	
Dredger	Katie	Middle, Secondary, & Mathematics Education	
Eaton	Melody	Nursing	
Fife	Eric	Communication Studies	
Gabbin	Alexander	Accounting	
Hametz	Maura	History	
Harris	Teresa	Early, Elementary, & Reading Education	
Johnson	Casonya	Biology	
Keller	Jonathan	Political Science	
Marrin	Neil	Sport & Recreation Leadership	
O'Donoghue	Cynthia	Communication Sciences & Disorders	
Ruple	Eric	Music	
Schwartz	Katherine	Art	
M. Hossain	Heydavi		
Simmons	Sharon	Computer Science	
Thomas	Linda	School of Integrated Sciences	
Wigglesworth	Janet	Kinesiology	
Wilcox	Diane	Learning Technology and Leadership Education	
Zimmerman	Traci	Writing, Rhetoric, & Technical Communication (WRTC)	
Meaney	Kevin	CSA	

Knapp, M. Dray

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Tammy Gilligan School Psychologist
gilligt@jmu.edu



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The Graduate School Representatives Non-Voting Members		
Full Name	Title	Signature
John Burgess	Interim Dean	
Michael Stoloff	Associate Dean, Admissions and Recruitment	<i>MS</i>
Laura Ryman	Interim Assistant Dean, Student Services	<i>JER</i>

Guests			
Last Name	First Name	Academic Unit	Signature
Arndt	Chris	Dean's Office, College of Arts and Letters	
Atkins	Karris	Dean's Office, The Graduate School	
Bell	Pamela	Dean's Office, The Graduate School	
Bourne	Mary Lou	Research and Scholarship	
Breeden	Carla	Dean's Office, The Graduate School	<i>Carla Breeden</i>
Buchholz	Florian	Computer Science	
Doss	Cheryl	Dean's Office, The Graduate School	<i>Cheryl</i>
Escalona Berbetty	Boris	Dean's Office, The Graduate School	
Kielty	Michelle	School Counseling Program	
Klein	Michael	Associate Professor, WRTC	Sign in on GC Voting Member List Fall 2019
MacDonald	Sarah	Dean's Office, Professional & Continuing Education	
Maxwell	Paula	Dean's Office, College of Health & Behavioral Studies	
Michael	Lynette	Dean's Office, The Graduate School	<i>LM</i>
Shackelford	Kristi	Office of Vice Provost for Academic Development	

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Tang	Jeff	Dean's Office, College of Integrated Science and Engineering
Wang	Felix	Center for Global Engagement, International Programs

Name of Guest Not Included on List Above			
Last Name	First Name	Academic Unit	Signature
Davis	Marcus	CSM	
Garber	Jeanie	Nursing	
Scherpercel	John	POSC	
Evans	Amana	Grad Poac	
M. Hossain	Heydari		
Stan	Holloway	Libraries	