Graduate Council
Meeting Minutes
2/10/11 – Taylor 306

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

Attendance –
Programs not represented: CSPA, Nursing, CSD, Occupational Therapy, Strategic Leadership, Exceptional Education, Mathematics Education, Clinical Mental Health Counseling, Kinesiology, ISAT, and Psychological Sciences.

Approval of Minutes – The corrected January 13, 2011, minutes were approved as submitted.

ANNOUNCEMENTS

• All course/program requests to take effect summer or fall 2011 must be submitted by February 3. Catalog copy for each graduate program must be reviewed, revised, and submitted to Kristi Shackelford no later than February 28.

• Madison, the JMU magazine welcomes news items (including activities and projects) as well as stories about graduate programs or graduate (Masters, Ed.S, or Doctoral) students. You may submit story ideas to Michelle Hite (martinmh@jmu.edu) or Paula Polglase, our Public Affairs Associate (polglaph@jmu.edu).

DISCUSSION ITEMS

• Schedule of Classes Review Committee – Michele White, University Registrar, presented a proposed schedule of classes change and solicited feedback from the Council. The committee has been charged with reviewing the current class schedule to make more efficient use of campus resources, to increase faculty effectiveness, and to increase schedule flexibility. The proposed schedule increases the number of 75-minute classes. Meeting patterns would include 75-minute classes on Monday/Thursday and Tuesday/Friday, and 50-minute classes Monday/Wednesday/Thursday and Tuesday/Wednesday/Friday. Wednesday would also be used for one-day per week classes and the fourth hour of four-credit classes, labs, clinical and studio classes. The committee is currently gathering feedback from various faculty and student groups and will hold “town hall meetings” in March. All are urged to attend these meetings. Please contact Michele at whitemm@jmu.edu with feedback or questions. (Schedule proposal attached)

• Proposed Program Change for Computer Science – Florian Buchholtz, a professor in the CS program, presented a program change in which the Secure Software concentration will be replaced with a Digital Forensics concentration (attached).

• Proposed Program Change for History MA – Steve Reich presented the change in concentration from European History to World History. This change will allow students a wider variety of areas to explore for thesis and dissertation. Steve shared his experience working with the Online Curriculum System and urged the review for accuracy the language that is listed for their programs in the system. Contact Kristi Shackelford at shackekl@jmu.edu with questions on the online system.

• VCGS Graduate Student Research Forum – Reid Linn reported on the sixth annual forum. Eleven of the planned thirteen video vignettes of students at Virginia public institutions were presented at the forum.
• **Dissertation/Thesis Committees** – Reid Linn reported on numerous questions TGS has received regarding the 3 required members of the dissertation or thesis committee. While the catalog explanation seems very clear, the following is provided as a quick guideline based upon recent inquiries:
  - Committees must have **a minimum of 3 "APPROVED" JMU Graduate Faculty**.
  - **2 of the 3 members must be from (i.e., assigned to teach in) the student’s program.** Note, Because more programs are being offered across disciplines, it is not uncommon to have a faculty member appointed to one academic unit/department who consistently teaches in a program organizationally residing in a different unit/department. In such a case, that individual can be counted as a committee member from the student’s program.
  - Members selected from outside of JMU are fine if approved by the Graduate Dean but they are additional committee members. Using the above criteria, this outside person, would bring the total to 4 members.

**REPORTS**
- **CAP** – Nancy Nichols reported that a legislative updated was provided. Funding will need to be addressed when new programs are proposed.
- **A-Team** – Kathy Thompson said that the withdrawal policy was modified for clarification. After the course adjustment deadline, WP or WF designations are an option at the discretion of the course instructor.
- **C&I** – No report.
- **Honor Council** – No report.

**Update on State Council for Higher Education** – Reid Linn reported that the Commission on Higher Education report failed to include information related to graduate education despite earlier assurances. The deans from the Virginia Council of Graduate Schools will meet this spring and will discuss the commission report and its relevance to graduate education.

**Other Program Updates**
- **Presidential Search** – Teresa Gonzalez urged the Council to provide comments on the desired characteristics of JMU’s next president, especially comments related to graduate education. Any nominations for the position should be made to the search firm. Teresa also encouraged everyone to attend future open search committee meetings.
- **Art** – Corinne Diop invited Council members to visit Clementine’s or the Arts Council of the Valley to see the student art shows.
- **Music** – Mary Jean Speare announced that the celebration of the Forbes Center continues with Denyce Graves!
- **Clinical and School Psychology** – Greg Henriques reported that Graduate Psychology had a successful accreditation visit and they are looking forward to transitioning to offering the Ph.D. in Clinical and School Psychology next year.
- **Health Sciences** – Patcie Brevard said that the Health Sciences program is halfway through their second year of a modified online program. The program has been a success and has allowed faculty to become more tech savvy, and they are integrating their knowledge into other classes. Their first online poster session will be held in a few weeks.

**Remaining 2010-11 Meeting Dates:**
- Thursday, March 17, 2011 - Moody Conference Room, 2:00-3:30pm
- Thursday, April 14, 2011 - Taylor 404, 2:00-3:30pm
- Friday, May 20, 2011 (Retreat) - Allegheny Room, Festival, 8:30 a.m. - 1:30 p.m.

**The following program requests were approved by the Graduate Council:**
- Computer Science: Digital Forensics concentration