Graduate Council
Meeting Minutes
December 8, 2011 – Taylor 306

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

Attendance –

Members present: Lynette Bible, Reid Linn, Kathy Thompson, Robin Anderson, Michael Klein (representing Frank Arasanyin), Josh Bacon, Dabney Bankert, Aimee Brasseur, Deborah Bandalos, Patricia Brevard, Florian Buchholz, Cynthia O’Donoghue, Natasha DuMerville, Lennie Echterling (also representing Clinical Mental Health Counseling/School Counseling), Teresa Gonzalez, Patty Hale, Michael Hall, Jim Hammond, Gregg Henriques, Ming Ivory, Susan Murphy, Nancy Nichols, Holly Pence, Ayasakanta Rout, Mary Jean Speare, Jane Thall, Kent Todd, Melissa Van Vuuren, Patti Warner, Karin Tollefson (representing Cole Welter)

Programs not represented: Biology, Business Administration, Exceptional Education, History, Mathematics Education, Occupational Therapy, Political Science, Public Administration

Guests: Katey Castellano (English), Richard Mathieu (College of Business), Kristi Shackelford (Catalog), and Janet Smith (Public Affairs)

ANNOUNCEMENTS

Graduate Viewbooks and program inserts are available upon request.

All course/program requests to take effect summer or fall 2012 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 students. Submit story ideas to Janet Smith (smithjl@jmu.edu), Public Affairs Coordinator.

Marketing Funds – The Provost has addressed a request, by Reid, for marketing funds for graduate programs by awarding one-time money to The Graduate School. While specific marketing strategies were outlined for TGS, there is money to support marketing at the program level. To Request Matching Funds, the graduate program director needs to submit a brief proposal articulating: (1) the marketing strategy to be used, (2) the expected results of the marketing, (3) a budget projecting the total cost and the portion of the costs authorized to be spent by the academic unit, and (4) a request for matching funds from TGS. The percent of match will be determined by the clarity of the description, total cost, amount requested and the amount reflected as the unit share (indicating the unit’s commitment) as well as the expected outcome.

Forthcoming Graduate Initiatives - Reid noted that the Executive Committee has met to consider our strategic planning process. The committee will develop initiatives to be addressed this year and next. Graduate Council members will be asked to participate as members of work groups for each initiative.

REPORTS / DISCUSSION

Graduate Student Representatives/GSA – No report

CAP – No report

A-Team – Kathy Thompson reported that the CIT will collect information from unit heads about what we are currently doing with offering distance and blended programs. The definition of “directory information” is being reviewed and is proposed to be more limited.
C&I – December meeting: Kathy reported that discussions concerning the Curriculum & Instruction concentration in the M.Ed. in Education have been taking place and we expect a resolution soon. We are awaiting guidance from SCHEV on a possible requirement that all certificate programs are to be assigned a CIP code. November meeting: process for changing credit hours and incorporating the mode of offering courses into the C&I process.

Honor Council – No report

Visit from the Provost – Dr. Benson thanked Reid and the Graduate Council for their work on behalf of graduate education at JMU and spoke about goals for The Graduate School, including growing graduate student enrollment to 15% of the student population. He expects financial challenges: limits to state support and the amount of tuition JMU can charge its students. There are increased numbers of those in the workforce who are interested in also pursuing higher education, and Dr. Benson stressed that technology can make a positive difference in meeting the needs of this changing audience. We need to continue to be forward thinking and work diligently on strategic planning, as we did this summer with the consultants asked to review graduate education at JMU. Dr. Benson also said that we must work to define graduate education at JMU. He supports marketing and promoting The Graduate School as a whole as well as targeted programs. Initiative opportunities include 3+1 programs and the 4-VA initiative. (For more information on 4-VA: http://www.jmu.edu/jmuweb/general/news/general11791.shtml.) Other initiative opportunities include on-campus collaboration, sharing of courses, and developing collaborative graduate programs. Lastly, Dr. Benson mentioned the importance of facilitating relationships with businesses outside of the JMU community in order to further develop graduate programs.

Dr. Benson invited questions from the Graduate Council. Ming Ivory wondered if 4+1 and 3+1 programs are moving toward a more careerist view of education. Dr. Benson acknowledged this concern, and said that 4+1 and 3+1 programs are not appropriate for all academic disciplines and developing such programs in demand areas will not dilute the intellectual challenge of higher education. Michael Hall raised a concern regarding assistantship resources as we increase the graduate student population. Dr. Benson explained that we cannot expect our growth to parallel the amount of assistantships we offer and that we will still need a significant number of students who are able to pay their own way. Dabney Bankert suggested that assistantships funded through administrative offices on campus be “attached” to graduate programs so that they can be used as a recruiting tool. Melissa VanVuuren stated that the university needs to consider the need for increased library resources as the graduate student population increases.

Digital theses and dissertation copyrights
Brian Cockburn, copyright coordinator for Libraries and Educational Technology, reported that the database for digital theses and dissertation copyrights has been posted behind authentication; as a result, no one without a JMU e-ID and password can access the database. The Library is working internally and externally with ProQuest to provide an embargo period for theses and dissertations with a goal of as much open access as possible. Embargo options will likely range generally from six months to five years. The hope is to establish the appropriate protocol by next fall. Brian invites questions and comments as the university works through this process. There was a discussion regarding how authentication and embargoes on public release of student research affect access of information from a public institution. The library does not plan to offer a print option for theses and dissertations, and they are not yet converting all previously printed copies to an electronic medium.

Program Change Requests – MSN and Nurse Administrator program
Patty Hale gave an overview of the program change requests from nursing. The first proposal changes the core MSN student learning outcomes guiding curriculum focus and assessment and includes them in the graduate catalog. The core SLOs were reviewed by the Graduate Curriculum Committee of the Nursing Department and were changed to reflect the new document The Essentials of Masters Education in Nursing (AACN, 2011). The second proposal changes the Nurse Administrator concentration, deleting three clinical courses that are not required for the role or by professional organizations, and adding an elective course. Both proposals are for fall 2012. There were no questions or concerns raised.

Update on Nominations for the VCGS Graduate Research Forum
Reid updated the council on the nominations for the VCGS Graduate Research Forum. Nominations from eight JMU students have been selected for consideration to fill the six JMU representative positions. The Forum will be held at the University of Virginia; the JMU contingent will offer at least three STEM-related topics. The Forum is
being held this year in conjunction with a two-day mini conference designed to explore pathways to the professoriate in STEM fields for underserved populations. A subset of students attending the forum will be asked to participate in focus groups to discuss how they have successfully navigated college, despite encountering numerous obstacles, on their route to graduate school.

**Questions from CISAT Graduate Council**

Reid led a discussion related to questions from the CISAT Graduate Council regarding the criteria and appointment timeline for new graduate faculty. It is recommended that the application process for graduate faculty approval be initiated at the earliest possible point prior to the teaching of the first graduate class. This includes submitting the application at the time of hiring for new faculty members. The dean recognizes that great variability exists regarding the experiential backgrounds and levels of expertise of new faculty and exemptions may be sought to stated guidelines in some cases. The dean will have the Executive Committee consider these questions and report back to the council spring semester.

**Program proposals approved:**

1. M.S. in Nursing – change core MSN student learning outcome - effective date: fall 2012.
3. Note on M.Ed. Special Education – name change from Special Education to Exceptional Education was not approved by the Provost’s Office. A modified request was approved to change the program description, adding COE core courses and several other existing courses to the program; add concentrations in: Gifted Education; Autism; and Instructional Specialist. Effective date: summer 2012.

**Course proposals approved:**

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<tr>
<th>Subject &amp; Num</th>
<th>Type</th>
<th>Short Title</th>
<th>Description</th>
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<tbody>
<tr>
<td>BIO 700</td>
<td>Modify</td>
<td>THESIS</td>
<td>Thesis research to be directed by the Graduate Advisory Committee. This course is graded on a satisfactory/unsatisfactory (S/U) basis. Prerequisites: Unconditional admission status in the graduate program and completion of an approved thesis research proposal.</td>
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<tr>
<td>NSG 611</td>
<td>Modify</td>
<td>RES FOR THE ADV HEALTH PROF</td>
<td>The purpose of this course is to advance the role of the health care professional in the utilization of new knowledge through scholarly inquiry. The emphasis is on the research process leading to the systematic evaluation and application of evidence-based practice. Students will analyze and synthesize current studies to improve healthcare interventions and translate findings into practice.</td>
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<tr>
<td>PSYC 713</td>
<td>New</td>
<td>PROF PRACTICE IN RURAL SCHOOL</td>
<td>This course is designed to investigate the unique professional issues associated with the provision of school-based psychological services in rural settings through a paradigm of practice geared toward social justice.</td>
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