Graduate Council
Meeting Minutes
February 9, 2012 – 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: Reid Linn, Lynette Michael, Kathy Thompson, Robin Anderson, Josh Bacon, Deborah Bandalos, Aimee Brasseur, Patricia Brevard, Michael Busing, Katey Castello, Teresa Gonzalez, Patty Hale, Michael Hall, Jim Hammond, Hessain Heydari, Ming Ivory, Michael Klein, Jeff Loveland, Nancy Nichols, Holly Pence, Steve Reich, Ayasakanta Rout, Tom Besade (Music GA) for Mary Jean Speare, Jane Thall, Melissa Van Vuuren, Patti Warner, Karin Tollefson for Cole Welter

Guests: A.J. Morey (Cross Disciplinary Studies), Kristi Shackelford (Catalog), Janet Smith (Public Affairs) Rhonda Zingraff (CISAT)

Programs not represented: Clinical Mental Health Counseling, Counseling and Supervision, Combined-Integrated Psychology, Exceptional Education, Kinesiology, Math Education, Public Administration, Strategic Leadership

ANNOUNCEMENTS

Graduate Viewbooks and program inserts are available upon request for recruiting purposes.

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 Janet Smith (smithjl@jmu.edu), Public Affairs Coordinator. The next Madison magazine lunch is Tuesday, March 20 – let Kathy know if you know of someone who would like to attend and talk 5 minutes about a topic for the magazine.

Recruiting and marketing: The Graduate School is available to help with recruiting at specific “feeder schools” for graduate programs. If you have a need, please let Kathy know. Marketing money is still available for one-time requests this budget year; make your requests to Reid no later than February 29.

Applicant Center: A new “Applicant Center” will be available for graduate and doctoral applicants for the spring 2013 admit term as of February 23. More information will be presented later.

Financial Declaration for International Students – Reid reminded the Graduate Council that international applications need to have a completed financial declaration form before an I-20 can be issued by the Office of International Students and Scholars. By law, JMU has to know that applicants will have their education fully funded. While programs may offer an assistantship for support, the assumption cannot be made that the applicant will financially be able to attend JMU. While an assistantship may be identified by applicants as one source of support, they must show that their education will be fully funded. This might necessarily include verifying additional sources of support before the I-20 can be issued.

REPORTS

Graduate Student Representatives/GSA – No report

CAP – Mike Busing reported that the members of the CAP unanimously supported the new undergraduate degree in Biochemistry. Busing also shared his concerns with the “Grade Review Procedures” document, which CAP will discuss at their February meeting. His concern was with the following excerpt from the document: “If the dean determined that the faculty member has not acted in a fair and scholarly manner in assigning the grade, the dean may
bring a misconduct charge against the faculty member. This action will not result in a grade change.” The CAP report is attached.

A-Team – Kathy Thompson reported that the Request for Veterans Education Benefits form is being revised by the Office of the Registrar for verification that the courses the students are taking are pre-requisites or required courses for the degree program the student is pursuing. The A-Team also discussed the student grievance policy – an introductory paragraph was added on how to initiate the procedure.

C&I – The January meeting was cancelled – no report.

Honor Council – No report.

**DISCUSSION**

Program Change Request – Psychological Sciences M.A. – Michael Hall explained the proposed changes in Psychological Sciences: change title and description of the Clinical Research concentration to Applied Research; change title and description of Cognitive Science concentration to Experimental Psychology. Dr. Hall stated that the broader terms better describe the degree and the expertise of the faculty teaching the classes that fall under these concentrations. There were no questions or concerns presented from those present.

Reporting certificates to SCHEV – A.J. Morey reported that SCHEV must be notified of all new undergraduate and graduate certificates. SCHEV has also asked for a list of all certificates currently being offered. In the future, it may be possible that we will be required to report on enrollment and completions in each certificate. Contacts will be sent a form to update information on the certificate program, including a list and description of courses.

A.J. also reported on the status of program requests not yet approved or in process. The Master’s in Communication and Advocacy is at SCHEV and should be on the May agenda.

Graduate Student and Faculty Awards – Reid recognized the following members of the Graduate School community for their outstanding achievements:

- **Justine Schembri**, 2012 Conference of Southern Graduate Schools Thesis Award in Life Sciences
- **Jason Kopp**, 2012 Conference of Southern Graduate Schools Thesis Award in Social Sciences, Business and Education
- **Jerusha Gerstner** and **Matthew Swain**, 2012 NASPA Grand Gold Excellence Award for their work in student affairs assessment at IMU
- **Dr. Sara Finney**, 2012 CSGS Outstanding Mentor Award
- **Dr. Sara Finney**, Thomas Donlon Memorial Award for Distinguished Mentoring from Northeastern Educational Research Association (October 2011)
- **Dr. Anne Stewart**, 2012 Schev Outstanding Faculty Award
- **Daniel P. Jurich** - Assessment and Measurement (Ph.D.) VCGS Graduate Student Research Forum
- **Nathan Fields** - Integrated Science and Technology (M.S.) VCGS Graduate Student Research Forum
- **Megan Rodgers** - Psychological Sciences (M.A.) VCGS Graduate Student Research Forum
- **Jade E. Ladow** - Biology (M.S.) VCGS Graduate Student Research Forum
- **Jennifer Lauren Courtwright** - Biology (M.S.) VCGS Graduate Student Research Forum
- **Paul Arsenovic** - Biology (M.S.) VCGS Graduate Student Research Forum

Program Change Requests – Doctor of Musical Arts and Master of Music program changes – Kristi Shackelford and Tom Besade described the Singing Health Specialist concentration. This interdisciplinary concentration “equips voice specialists to play an active role as liaison and assistant to doctors, therapists, and teachers for professional voice (singers, actors, teachers, public speakers, etc.)” from osu.edu. At Patcie Brevard’s request, references to “nutrition” will be removed since there are no nutrition courses as a prerequisite or as part of the curriculum; the use of “NUTR” as a prefix will also be removed. The request also substitutes the audition for the GRE in application requirements -- the GRE exam is becoming increasingly rare as a requirement in graduate music programs.

Program proposals approved:
2. Doctor or Musical Arts - add Singing Health Specialist concentration – effective spring 2013.
3. Master of Music – add Singing Health Specialist concentration; change admission requirements so that the audition is used instead of the GRE – effective date: fall 2012.

Course proposals approved:

<table>
<thead>
<tr>
<th>Subject &amp; Num</th>
<th>Type</th>
<th>Short Title</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>POSC 630</td>
<td>New</td>
<td>TOPICS IN U.S. GOVERNMENT</td>
<td>In-depth exploration of specialized topics in U.S. government and politics. The topical area of each section of this course will be clarified in its online listing.</td>
</tr>
<tr>
<td>POSC 631</td>
<td>New</td>
<td>US CONGRESS</td>
<td>An analysis of the nature of political representation, institutional development of the national legislature, organizational structures, parliamentary procedures, and relationships with the executive and judiciary branches and with interest groups, political parties, and the media.</td>
</tr>
<tr>
<td>POSC 635</td>
<td>New</td>
<td>POLITICAL BEHAVIOR</td>
<td>An in-depth exploration of mass political behavior that focuses on understanding the formation of individual attitudes and beliefs and the impact individual decisions have on election outcomes and for the quality of representative democracy.</td>
</tr>
<tr>
<td>POSC 636</td>
<td>New</td>
<td>PUBLIC POLICY</td>
<td>This course will provide students with a set of conceptual frameworks with which to analyze the nature and resolution of public problems. We will conduct an in-depth examination of the political context within which public policy agendas are set, alternatives are weighed, decisions are formulated, and outcomes are implemented.</td>
</tr>
<tr>
<td>POSC 637</td>
<td>New</td>
<td>INTEREST GROUPS &amp; PUBLIC POLICY</td>
<td>An analysis of the origin, maintenance, and mobilization of organized interests, the central role they play in the American system of government, and their influence on the public policy process.</td>
</tr>
</tbody>
</table>