**Attendance**

**Members present:** Katie Anderson, Josh Bacon, Deborah Bandalos, Dabney Bankert, Lynette Bible, Michael Busing, Patcie Brevard, Harriet Cobb, Jim Hammond, Gregg Henriques, Reid Linn, Jeff Loveland, Susan Murphy, Nancy Nichols, Cindy O’Donoghue, Brianna Quinn, Elizabeth Ridley, Jason Rosenhouse, Sherry Serdikoff, Mary Jean Speare, Lennie Echterling for Renee Staton, Kathy Thompson, Jane Thall, Kent Todd, Melissa Van Vuuren, Mo Zarrugh, Pavel Zemliansky, and Rhonda Zingraff

**Programs not represented:** Art & Art History, Biology, Computer Science, Education (general), History, Nursing, Political Science, Public Administration, and School Psychology.

**Guests:** Lee Sternberger, Associate Provost, Academic Affairs

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**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).

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**REPORTS**

**CAP** – Nancy Nichols reported that the first meeting was an organizational meeting.

**A-Team** – Kathy Thompson reported that the A-Team heard from Ralph Alberico on findings and recommendations from the Academic Integrity Task Force. The committee also received an update on Blackboard accounts – CIT can create temporary Blackboard accounts for new faculty 60 days prior to the new member’s start date.

**C&I** – Kathy reported:
- Changing the name of a program represents a significant curricular change and must be handled through the C&I process ultimately receiving approval from SCHEV.
- The Ph.D. program in Counseling & Supervision is now open and receiving applications for spring 2011.
- Starting with spring semester 2011 and continuing for three semesters, JMU has to verify that every class section has a syllabus that contains the SACS required elements.
- Mode of delivery is considered a “substantive change” for SACS, so faculty should inform their academic unit head if changes are made in the way classes are delivered (e.g., online vs. on-campus).

**Honor Council** – No report

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**DISCUSSION ITEMS**

**QEP Presentation** – Lee Sternberger, Associate Provost, Academic Affairs

Lee presented information on the planning for the Quality Enhancement Plan required by SCAS (Southern Association of Colleges and Schools). This will be a campus-wide plan but will likely focus primarily on
undergraduates. Dan Halling and Renee Staton are the Graduate Council representatives assisting with the development of the QEP.

**Update on Progress of Strategic Leadership Ph.D. Program** – Susan Murphy presented an overview of the program and its three concentrations: Educational (K-12) Leadership, Nonprofit and Community Leadership, and Higher Education.

**Graduate Council Executive Committee** – Reid reported that the committee will consist of Corinne Diop, Jeff Loveland, Nancy Nichols, Steve Reich, Jane Thall, Roschna Wunderlich, Reid Linn, and Kathy Thompson. The Executive Committee may be called upon between meetings of the full Council and during the summer months to provide advice to the Dean and to aid in urgent decision-making when the full Graduate Council cannot be gathered.

**New Public Affairs Subcommittee** - The Executive Committee will also be asked to identify any P.R. items that can be highlighted for the Madison magazine.

**Academic Unit Head Signatures on Thesis/Dissertation Approval Page** – Reid reported that academic unit head signatures are no longer required on the Thesis/Dissertation Approval Page.

**VCGS Graduate Research Forum (Feb. 3, 2011)** – Reid said that he would still accept nominations for students to participate in the forum. Projects may be considered even if the final research findings are not yet complete. Details on the format for submissions are available in the September meeting minutes.

**Possible Second Meeting With Study Group** – The MQP (Master’s Qualifying Program) can serve as an academic bridge as well as a language and cultural bridge for international students. The MQP can support programs who wish to bring in international students who may not be as academically well prepared yet demonstrate promising potential. Students in this program could be on campus for a longer period of time and be more available to receive advice on courses. Some of the skills that could be part of this program include: study skills, teamwork, presentation skills, problem-solving, and coping with/understanding graduate workload. A prep course for the GRE can be part of the program and electives can be added to develop skills areas; these may be added as senior year courses or program prerequisites. If a program is interested, the next step would be to meet with John Davies and Adam Copeland from Study Group to discuss specifics on developing the MQP to bring in international students who (upon completion) are better prepared for masters level study. Kathy asked members to let her know of interest in a follow-up meeting with Study Group.

**Certificate Program Discussion** – Reid reported the policy is still under review. He will report at the next meeting.

**JMU Hosted Regional Graduate and Professional Fair Update** – Reid reported that approximately 300 students attended. The evening time worked well for students and resulted in our best attended fair yet. Well over 90% of the school recruiters were positive about the organization, time, setting, accommodations and turnout for this year’s fair.

The following course requests were approved by the Graduate Council:

- **PSYC 710** Modify COUNSELING STRATEGIES
- **PSYC 710A** Delete COUN STRAT:CRISIS INTERVENTION
- **PSYC 710B** Delete COUN STRAT:BRIEF COUNSELING
- **PSYC 710C** Delete COUN ST:THEORY&TECH OF PLAY TH
- **PSYC 710D** Delete COUN STRAT:RELAX&HYPNOTIC TECH
- **MBA 607** New LDRSHIP COMM. SKILLS FOR BUS