

Graduate Council Meeting Minutes

October 18, 2018 2:00-3:30 pm

Madison Union 404

I. Approval of the Minutes

Upon motion by Danette Bronaugh, seconded by Mary Jeanne Speare, the Graduate Council unanimously approved the September 13, 2018, Graduate Council minutes.

II. Announcements, Reports, and Updates

1. Michael Klein announced the Cohen Graduate Professional Development Center has been renamed [The Cohen Center for the Humanities](#) to align with other similar institutions. He explained that the center is an intellectual space for both faculty and students and encouraged everyone to visit. The location of the center is at Madison Hall 4000; any questions please contact Michael Klein. Jie mentioned that the Center had developed a strategic plan, with a new mission and vision.
2. Jie Chen reported on the Executive Committee (EC) and explained the how new executive committee members were selected. He announced the executive committee members: CAL- Pete Bsumek, CHBS- Melody Eaton, CISE- Hossain Heydari, COB- Karen Ford, COE- Dannette Bronaugh, CSM- Roshna Wunderlich, and CVPA- Mary Jean Speare. Michael reported on the first meeting of EC and explained that the EC will continue to revise the Graduate Council (GC) Bylaws. All GC members were encouraged to express any sentiments, questions or concerns by contacting anyone on the EC.
3. Michael Stoloff provided a report on the E-vote results from the Program/Course Action Requests submitted last month. He mentioned that e-vote results will be shared to give everyone an update. Everyone was encouraged to submit their e-votes as soon as possible to process program requests in a timely manner.
4. Jie Chen introduced a handout on the [Professional Grant Development Institute](#). The grant proposal institute is geared for those who wish to strengthen their grant writing skills and beginners who wish to acquire and master the techniques of preparing, writing, and winning proposals from various funding agencies. Everyone was encouraged to participate and apply. Jie also mentioned that through research grants, we could enhance our support for graduate students, particular those who worked on those grants.
5. John Burgess highlighted some events from the GC Announcements handout, including a report on travel grant results: 52 applications received and 31 awards. Although the College of Health and Behavioral Sciences was very well represented with 24 applications, all programs were asked to encourage their students to participate. John also provided an update on 3-Minute Thesis held on Friday, January 25, 2019, 6 PM.
6. John announced that Ken Rutherford will be the December Graduate Commencement speaker and the May commencement speaker has not been determined.
7. Jack Nighting reviewed the GSA Report and highlighted on some topics. After faculty requested, John and GSA will include all faculty on informational emails.
 - October 22, 2018 – Resume Workshop from 5:00 PM-6:00 PM in the Cohen Center
 - November 5, 2018- Grant winners announced over email and Facebook
 - November 14, 2018- Monthly meetings from 6:00 PM-7:00 PM in the Cohen Center
 - Looking for Graduate Student Representatives from each department
8. Michael Stoloff announced more details of the [Holistic Review](#) and encouraged all to participate.

III. Discussion and Action Items

1. Dual-Level Courses need to be revised to meet SACSCOC expectations. John will form an advisory group to explore policies for dual-level courses. All Graduate Council members interested in serving were asked to contact John. John also described how TGS is currently revising the policies and procedures manual. Before changes are implemented they will be presented to Graduate Council for review and approval. Ultimately, the

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goal is to integrate the Policies document into the Graduate School Catalog.

End of Minutes.

Graduate Council Attendance

18-19 Graduate Council Attendance Sheet

Date: 10/18/18

The Graduate School Representatives		Initial
Jie Chen	Dean, The Graduate School	Present
Michael Stoloff	Associate Dean, Admissions and Recruitment	Present
John Burgess	Interim Associate Dean, Student Services	Present
Guests		Initial
A.J. Morey	Associate Vice Provost, Cross Disciplinary Studies	
Cheryl Doss	Recruitment & Marketing Coordinator, TGS	
Chris Arndt	Associate Dean, College of Arts and Letters	unable to attend
Cole Welter	Graduate Program Director, Professor of Art, Painting & Drawing	
Cristy Mwanika	Assistant to the Dean, TGS	Present
Felix Wang	Associate Executive Director, Center for Global Engagement	
Florian Buchholz	Associate Professor, Computer Science	
Henry Way	Interim Associate Dean , CISE, ISAT	
Jeff Tang	Associate Dean, College of Integrated Science and Engineering	
Kathy Thompson	Recruiting & Degree Audit Specialist, TGS	
Kristi Shackelford	Assistant Vice Provost, Academic Affairs	KS
Brian Cockburn	Professor, Head of the Music Library	BFC
Laura Ryman	Director of Student Support, TGS	
Lynette Michael	Director of Admissions, TGS	LM
Mary Lou Bourne	Research and Scholarship	
Michael Klein	Associate Professor, WRTC	MK
Pamela Bell	Administrative Assistant, TGS	
Paula Maxwell	Associate Dean, College of Health & Behavioral Studies	PM
Robin Anderson	Professor, Graduate Psychology	
Sarah MacDonald	Assistant Dean, Outreach & Engagement	
Tisha McCoy-Ntiamoah	Professional Director, Master of Business Administration	TMC
Brooke Graham	Graduate Student, Strategic Leadership	

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Graduate Program Representatives (Voting Members)			
CIP Code	JMU Program	Member Name	Initial
52.0301	Accounting	Dr. Nancy Nichols	
13.1201	Adult Education and Human Resource Development	Dr. Noorie Brantmeier	<i>MB</i>
50.0701	Art & Art Education	Dr. Bill Wightman	
42.2708	Assessment & Measurement	Dr. Deborah Bandalos	
26.0101	Biology	Dr. Roshna Wunderlich	<i>BW</i>
52.0201	Business Administration	Dr. Matt Rutherford	
13.1101	Clinical Mental Health & School Counseling	Dr. Renee Staton	<i>RS</i>
51.0203	Clinical and Clinical online	Dr. Ayasakanta Rout	<i>AR</i>
13.1102	College Student Personnel Administration	Dr. Josh Bacon	
42.2801	Combined-Integrated Clinical & School Psychology	Dr. Ken Critchfield	
9.0101	Communication & Advocacy	Dr. Peter Bsumek	<i>PKB</i>
11.0101	Computer Science	Dr. Hossain Heydari	
42.2899	Counseling & Supervision	Dr. Debbie Sturm	
13.0101	Education Programs except SPED and Adult	Dr. Pamela Sullivan	<i>PS</i>
23.0101	English	Dr. Brooks Hefner	<i>BH</i>
13.1307	Health Sciences	Dr. Jeremy Akers	
54.0101	History	Dr. Bill Van Norman	
30.1501	Integrated Science and Technology	Dr. Maria Papadakis	
31.0501	Kinesiology	Dr. Nicholas Luden	
13.1311	Mathematics	Dr. David Carothers	
50.0903	Music Programs	Dr. Mary Jean Speare	<i>MJS</i>
51.3803	Nursing Master's Programs	Dr. Melody Eaton	<i>ME</i>
51.3818	Nursing Practice	Dr. Jeannie Garber	<i>JG</i>
51.2306	Occupational Therapy	Dr. Rachel Dorne	
51.0912	Physician Assistant	Gerald Weniger	
45.1001	Political Science: European Union Policy Studies	Dr. John Scherpereel	<i>JS</i>

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CIP Code	JMU Program	Member Name	Initial
42.0101	Psychological Sciences	Dr. Jeff Dyché	JDG
44.0401	Public Administration	Dr. Fred Mayhew	FM
51.0202	Research, Audiology, Ph.D.	Dr. Ayasakanta Rout	AR
42.2805	School Psychology	Dr. Tammy Gilligan	TG
13.1001	Special Education Programs	Dr. Danette Bronaugh	DB
31.0504	Sport and Recreation Leadership	Dr. Julie Wallace Carr	JWC
30.9999	Strategic Leadership Studies	Dr. Karen Ford	KF
23.1303	Writing, Rhetoric & Technical Communication	Dr. Jen Almjeld	JA
Graduate Student Representatives (Voting Members)			Initial
GSA, President		Jack Nitching	JN
GSA, Vice President		Jackson Chambers	JC

Corrections / Additional Attendees		Sign in
Dept./Program CSM Guest	Name/ Email: Marcus Davis davis@mc	
Dept./Program SRR	Name/ Email:	
Dept./Program	Name/ Email:	
Dept./Program	Name/ Email:	
Dept./Program	Name/ Email:	
Dept./Program	Name/ Email:	
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