

Graduate Council Meeting Minutes

September 13, 2018 2:00-3:30 pm

Madison Union 404

I. Approval of the Minutes

Upon motion by Dani Bronaugh, seconded by Hossain Heydari, the Graduate Council unanimously approved the May 18, 2018, Graduate Council Retreat minutes.

II. Announcements, Reports, and Updates

1. Dr. Chen introduced the Interim Associate Dean for Student Services, John Burgess. He described his role and responsibilities for the Graduate School (TGS) and everyone was encouraged to contact him if they have any questions or concerns.
2. Dr. Chen announced, as of Monday, the fall graduate enrollment has 1,800 graduate students enrolled. This is almost as high last year's record high census date enrollment of 1,861. Michael Stoloff explained that enrollment may continue to grow between now and the census date. JMU has a remarkably strong enrollment this year given that there was no new programs, and several programs are either not accepting applications or will not operate this year due to low number of applications.
3. Michael Stoloff addressed an inquiry from the Graduate Council regarding the impact on enrollment of the Governor's directive to prepare teachers with 4-year undergraduate teacher education programs. Jie and Michael are actively participating in a task force that is encouraging the development of new teacher education curricula that is consistent with this directive. It is expected that JMU may develop some new graduate programs that will support teachers who enter the classroom after only 4-years of preparation. Next year graduate enrollment may not see any changes because of these developments, but will eventually lose approximately 300 graduate students when the 5th-year programs close unless new continuing education opportunities are implemented and many students enroll.
4. Michael Stoloff introduced Brooke Graham, a graduate student enrolled in the Strategic Leadership Program. Among her projects, Brooke will continue to work with Program Directors to improve the campus-wide email marketing strategy started last year.
5. Michael announced the Holistic Review Lecture and Workshops and highlighted that the workshops will address concerns expressed by program directors after the drop of the university-level national test requirement for graduate admission. The lecture and workshops will help attendees consider new methodologies to select graduate students, which can be used with or instead of standardized tests.
6. Michael announced TGS is further automating admissions using CollegeNET Admit. He explained how the system would enable remote access to application materials, facilitate application review by multiple faculties, and allow programs to communicate admission recommendations to TGS. CollegeNET Admit testing with selected programs will begin during the fall 2018 semester and hope to make the program available to all programs by summer 2019.
7. The Curriculum Dates & Deadlines have been posted on our graduate school website. Next week, expect an e-vote on a few courses that are ready for Graduate Council review.
8. John Burgess highlighted the Student Services dates and deadlines announcements which included Travel Grants, Scholarships, and the 3MT competition.
9. John explained how TGS is reviewing [The Graduate Policies & Procedures Manual](#). They plan to have the document combined with the [Graduate Catalog](#). All revisions will be presented to GC for final approval. Student Services is also coordinating with the Research Assistant Program to facilitate more RA positions; all Programs are encouraged to submit proposals via burgessj@jmu.edu.

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10. Dr. Chen introduced the graduate council student representatives Jack Nichting and Jackson Chambers who are also president and vice president of the Graduate Student Association (GSA). They highlighted announcements such as GSA events, [Facebook profile](#), and a request to have graduate program directors encourage students to participate in GSA.

III. Discussion and Action Items

Dr. Chen appointed and the Graduate Council unanimously approved the following representatives:

- **Committee on Academic Programs (CAP):**
 - Two faculty members: Debora Bandalos, and Jeff Dyche
 - One student member: Amada Bomfim
- **Honor Council:** Nancy Nichols
- **A-Team:** Michael Stoloff/John Burgess
- **C&I Chair:** Michael Stoloff

1. **Executive Committee (EC)**

Dr. Chen discussed the ideas and thoughts gathered from the last GC Retreat Meeting. In response to the recommendations made at the Retreat, the Executive Committee decided to conclude its term and reconvene a new EC from within the GC voting members, according to the existing Bylaws. It is expected for the EC to continue to revise the current GC Bylaws by Feb 2019. Dr. Chen asked those who are interested in serving on the new Executive Committee (EC) to express their interest via email to Cristy mwanikcm@jmu.edu. He asked those interested to make sure that they can attend most of the scheduled meetings of the new EC, as shown on the list of EC meetings distributed at the meeting. With no further business, the meeting concluded.

End of Minutes.

Graduate Council Attendance

Jie Chen	Dean, The Graduate School	Present
Michael Stoloff	Associate Dean, Admissions and Recruitment	Present
John Burgess	Interim Associate Dean, Student Services	Present
Chris Arndt	Associate Dean, College of Arts and Letters	Present
Cristy Mwanika	Assistant to the Dean, TGS	Present
Henry Way	Interim Associate Dean, CISE, ISAT	Present
Brian Cockburn	Professor, Head of the Music Library	Present
Laura Ryman	Director of Student Support, TGS	Present
Lynette Michael	Director of Admissions, TGS	Present
Mary Lou Bourne	Research and Scholarship	Present
Michael Klein	Associate Professor, WRTC	Present
Pamela Bell	Administrative Assistant, TGS	Present
Paula Maxwell	Associate Dean, College of Health & Behavioral Studies	Present
Sarah MacDonald	Assistant Dean, Outreach & Engagement	Present
Brooke Graham	Graduate Student, Strategic Leadership	Present

Graduate Program Representative Voting Members

CIP Code	JMU Program	Member Name	Initial
52.0301	Accounting	Dr. Nancy Nichols	Present
13.1201	Adult Education and Human Resource Development	Dr. Noorie Brantmeier	Not Present
50.0701	Art & Art Education	Dr. Bill Wightman	Present
42.2708	Assessment & Measurement	Dr. Deborah Bandalos	Present
26.0101	Biology	Dr. Roshna Wunderlich	Present
52.0201	Business Administration	Dr. Matt Rutherford	Present
13.1101	Clinical Mental Health & School Counseling	Dr. Renee Staton	Present
51.0203	Clinical and Clinical online	Dr. Ayasakanta Rout	Present
13.1102	College Student Personnel Administration	Dr. Josh Bacon	Not Present
42.2801	Combined-Integrated Clinical & School Psychology	Dr. Ken Critchfield	Present
9.0101	Communication & Advocacy	Dr. Peter Bsumek	Present
11.0101	Computer Science	Dr. Hossain Heydari	Present
42.2899	Counseling & Supervision	Dr. Debbie Sturm	Present
13.0101	Education Programs except SPED and Adult	Dr. Pamela Sullivan	Present
23.0101	English	Dr. Brooks Hefner	Not Present
13.1307	Health Sciences	Dr. Jeremy Akers	Not Present
54.0101	History	Dr. Bill Van Norman	Present
30.1501	Integrated Science and Technology	Dr. Maria Papadakis	Not Present
31.0501	Kinesiology	Dr. Nicholas Luden	Present
13.1311	Mathematics	Dr. David Carothers	Present
50.0903	Music Programs	Dr. Mary Jean Speare	Present
51.3803	Nursing Master's Programs	Dr. Melody Eaton	Present
51.3818	Nursing Practice	Dr. Jeannie Garber	Not Present
51.2306	Occupational Therapy	Dr. Rachel Dorne	Present
51.0912	Physician Assistant	Gerald Weniger	Present
45.1001	Political Science: European Union Policy Studies	Dr. John Scherpereel	Not Present
42.0101	Psychological Sciences	Dr. Jeff Dyche	Present
44.0401	Public Administration	Dr. Fred Mayhew	Present
51.0202	Research, Audiology, Ph.D.	Dr. Ayasakanta Rout	Present
42.2805	School Psychology	Dr. Tammy Gilligan	Present
13.1001	Special Education Programs	Dr. Danette Bronaugh	Present
31.0504	Sport and Recreation Leadership	Dr. Julie Wallace Carr	Present
30.9999	Strategic Leadership Studies	Dr. Karen Ford	Present
23.1303	Writing, Rhetoric & Technical Communication	Dr. Jen Almjeld	Present
	GSA, President	Jack Nitching	Present
	GSA, Vice President	Jackson Chambers	Present