



# Graduate Council Meeting Minutes

November 14, 2019

2:00 - 3:30 pm

Madison Union 405

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## I. Approval of Minutes

Upon motion by Bill Wightman and seconded by Deborah Bandalos the October 10, 2019, meeting minutes were unanimously approved.

## II. Announcements

### 1. **Center for Inclusive Music Engagement:**

John Burgess announced that CIME is seeking undergraduate and graduate students to join their staff as Center Innovators and Innovation Leaders. He stated that the application deadline was on November 18, 2019. A link was provided to the Graduate Council to access role descriptions and the CIME application.

### 2. **Cohen Center Graduate Scholarship Awards:**

Michael Klein shared that a new humanities and financial need-based scholarship targeting underrepresented groups and first-generation students will be awarded by the Cohen Center to four students. Dr. Klein communicated that nominations are not limited to the College of Arts and Letters and that faculty can nominate up to two incoming students per year and will be required to provide a letter of support by February 29, 2020, for nominated student(s). Dr. Klein stated that graduate students with assistantships are eligible recipients, but will be required to prove financial need. The Cohen Center will announce winners by mid-March. He stated that the application website is under construction but that an announcement would be sent when the site was operational. Dr. Klein asked to be contacted directly via email if there were any questions.

## III. DISCUSSION ITEMS

### 1. **GA/TA/DA Budget Initiatives:**

John Burgess stated he email the Deans regarding GA/TA/DA initiatives. He shared that preliminary budget initiatives would be due to him on December 9, 2019. Mr. Burgess communicated that he will review submissions in an effort to strengthen initiatives and help shape them in an effort to enhance approval. Carla Breeden will send an email within the next several days that contain processing instructions and timeline.

### 2. **Certificates**

John Burgess discussed JMU Certificate Programs. He shared that stackable certificate programs are a strong recruiting tool. Mr. Burgess shared that educational spaces in more densely populated areas are being explored, which would allow students to remain in their geographic area and use degree programs to propel their careers. The Graduate Council discussed the pros and cons of the expanding



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certificate programs.

### **3. Research and Scholarship Taskforce Report**

John Burgess requested that the Graduate Council review the Research and Scholars Taskforce Report. He requested that council members provide feedback on note sheet provided relative to Graduate student, graduate education and graduate faculty. The Graduate Council discussed feedback at length.

### **4. Sunsetting Programs**

Michael Stoloff discussed the Draft Sunsetting Policy and Procedures. Dr. Stoloff stated that in an effort to accurately present information to SCHEV that programs and concentrations not accepting admission applications for six or more years should be removed the graduate catalog. In Fall 2020, if a program is shutdown, the process to restart the program would require applying to SCHEV. Dr. Stoloff requested Graduate Council members share this information with their departments to ascertain that important points are not being overlooked.

### **5. Policies**

#### **a. Credit Hour Maximums for Scholarly Document Courses**

John Burgess presented the Credit Hour Maximums for Scholarly Document Courses. Due to expiration of time no action was forthcoming.

#### **b. Double Counted Credits Policy**

John Burgess presented the Double Counted Credits Policy. The Graduate Council membership discussed the policy. No action was forthcoming.

### **6. Open Discussion**