



Graduate Program Director Assembly Meeting Minutes

October 10, 2019

2:00 - 3:30 pm

Madison Union 405

I. Approval of Minutes

Upon motion by Julie Wallace Carr and seconded by Rachelle Dorne the September 12, 2019 Graduate Council meeting minutes were unanimously approved.

II. Introductions

John Burgess introduced representatives that would serve on the 2019-2020 Graduate Council Executive Committee. Michael Stoloff explained the function of the Graduate Council Curriculum & Instruction (C&I) Committee and introduced the 2019-2020 C&I representatives.

III. Vote

Upon motion by Stephanie Wasta and seconded by William Dabback, Dr. Sara Synder was unanimously approved to serve as the College of Education C&I Committee representative.

IV. Madison Cares Presentation:

Gloria Mast presented on MadisonCares, a program to promote the safety and well-being of the JMU community through early intervention strategies, educational initiatives, and on-going care. MadisonCares will respond to and support students experiencing varying levels of social, emotional, academic, medical, or mental health concerns. Ms. Mast shared that MadisonCares does not take the place of the Counseling Center. Faculty and staff should still follow protocol and call Public Safety if an individual is considered harmful to themselves or others. Ms. Mass stated that referrals to MadisonCares can be anonymous and the referral page can be located on the Dean of Students webpage. Carla Breeden will include the link in the meeting minutes.

<https://www.jmu.edu/studentaffairs/departments/deanofstudents/madisoncares/referral/index.shtml>

V. GA / TA Request Information and Strategies Discussion

John Burgess stated that he is working with Jason McClain in Academic Resources to create a new strategy for requesting new Graduate Assistantships (GA) and Teaching Assistantships (TA). SACS requires 18-credit hours per academic year to qualify for a graduate or teaching assistantship. Ms. Burgess shared that the budget initiative process is currently underway where the request for additional funded positions can be submitted. The Graduate School (TGS) works with Deans and Academic Unit Heads with the goal of advocating for the mission of the colleges and units. He would like to hear from faculty on how the GA and TA positions are critical to the college and unit mission so that he can link these in the quest for additional GA and TA funded positions.



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VI. **Group Activity**

Carla Breeden distributed a handout on Graduate Education at JMU focusing on defining characteristics of JMU Graduate Programs and the key elements that define graduate education and their graduate programs.

VII. **TGS Marketing Strategies Presentation:**

Michael Stoloff and John Burgess presented on the key components of the TGS Marketing Strategy. The Program Directors and Graduate Council members and guests discussed the marketing strategies at length. It was decided that the TGS Marketing Strategy PowerPoint presentation would be sent to electronically by Michael Stoloff to the Graduate Program Director Assembly.