



# Graduate Council Meeting Summary

Thursday, May 4, 2023

2:00 - 3:30 pm

[Zoom](#)

## **I. Call to Order**

Dr. Linda Thomas, Dean, called the meeting to order at 2:00 p.m.

## **II. Approval of the Graduate Council Minutes from March 9, 2023\***

A motion was made by Dr. Corey Hickerson to approve the Graduate Council Minutes from March 9, 2023, as dispensed. Dr. Orlandrew Danzell seconded the motion. The March 9, 2023, Graduate Council minutes were approved.

## **III. Unfinished Business Items**

### **A. Accelerated Graduate Program Policies Proposal\***

There are many advantages of offering accelerated programs. The primary advantage would be to help promote James Madison University as an academically-desirable undergraduate institution. Accelerated graduate programs may encourage more students to select JMU because they allow students to complete their undergraduate degree and master's degree in five years. Reducing the cost of obtaining a traditional two-year master's program may entice incoming undergraduate students to select JMU. This may increase graduate enrollment, which is consistent with JMU's position as an R2 university.

The first reading of the Accelerated Graduate Program Policy took place at the Graduate Council Meeting held on January 19, 2023. Information on the Accelerated Graduate Program Policy was dispensed prior to this meeting for members to review and was explained during the meeting. Discussion ensued.

A motion was made by Dr. Roshna Wunderlich to approve the Accelerated Graduate Program Policies. The motion was seconded by Dr. Jen Almjeld. The motion carried.

### **B. Admission to Multiple Programs Policy\***

The first reading of the Admissions to Multiple Programs policy took place at the Graduate Council Meeting held on March 9, 2023. Information on the Admission to Multiple Programs Policy was dispensed prior to this meeting for members to review and was explained during the meeting. Discussion ensued.



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A motion was made by Dr. Andrea Knopp to change the wording to the following: *“With the knowledge and consent of the directors of the programs, students may concurrently enroll in up to two graduate degree programs; multiple concentrations of a graduate program; or a degree program and one or more certificates.* Dr. Rachelle Dorne seconded the motion. The motion carried to change the wording.

A motion was made by Dr. Stephanie Wasta to approve the Admission to Multiple Programs Policy and was seconded by Dr. Margaret Sloan. The motion carried to accept the Admission to Programs Policy.

## IV. Business Items

### A. Curriculum Report

SCHEV Completed an audit of our websites and catalogs, finding numerous errors and areas out of compliance, especially when comparing catalogs, websites, handbooks, and advising sheets. Therefore, Programs must remove curricular content from the individual program and departmental websites and instead refer the reader to the catalog for official curriculum information. Information was recently dispensed to all Deans, Associate Deans, Academic Unit Heads, C&I Chairs, Advisors, and others of changes needed to comply with SCHEV.

### B. Brian Cooper, The Graduate Student Association representative to Graduate Council, gave the following report:

The Graduate Student Association (GSA) is recruiting new members for the 2023-2024 academic year for the GSA Executive Board. The responses were favorable, and GSA may have three times as many students representing them next year. Most students expressed their interest in serving as general members, with some expressing their desire to serve in a leadership role.

GSA hosted an event with the Career Center, held in-person and via Zoom. It was the organization's first event with the Career Center this academic year, and despite having a smaller turnout, the presentation was great. Attendees reported learning a number of things and thought the event was a helpful resource for graduate students. Therefore, GSA plans to hold this workshop at least 3-4 times next year, as the session provided beneficial information about applying and interviewing for positions.

New members will be present at a meeting next week where the board structure, bylaws, events, budget and other items will be discussed.



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C. Dr. Deborwah Faulk, the DEI Faculty Fellow for The Graduate School, gave the following report:

**The TGS Graduate School 101 professional development workshop series wrapped up for the academic year semester.** The following sessions were offered this semester tentatively planned.

## Developing a Professional Identity

1. Academic and Professional Goal Setting
2. Establishing a Public Voice/Social Media Persona
3. From Student to Instructor (Teaching)\*
4. Utilizing Library Services
5. Managing Stress and Protecting Your Mental Health\*
6. Navigating the Mentor/Mentee Relationship\*
7. Building the Career You Want, Today

\*Sessions with most attendees

In order to pool resources, we are considering opportunities for collaboration across campus. One option that we are considering moving forward is partnering with colleges such that sessions rotate and are co-hosted within a college on campus. A survey about topics will also go out next week.

**We relaunched the Advancing Intelligent Minds (AIM) Development Grants application for the 2022-2023 academic cycle.** The purpose of the AIM Grant is to provide funding to assist graduate students in gaining practical experiences or conduct scholarship related to their field of study. The AIM Development Grant is for underrepresented and minority graduate students. We are happy to have awarded the AIM Development Grant to Doruntina Maliqi in the Communication and Advocacy master's program and Faith Frost honorable mention in Communication Sciences and Disorders PhD program.

**On Tuesday, May 3, 2023, The Graduate School in collaboration with several units across campus hosted** Dr. Candace Hall, from Southern Illinois University, Edwardsville. Dr. Hall has expertise in faculty recruitment, retention, and support; creating and sustaining communities; creating a climate of care; and creative scholarship. Dr. Hall is the creator and producer of the documentary short *Clusterluck*.



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**We Want to Feature Graduate Students on Our Social Media.** As the semester comes to an end, we hope to share news of graduations, portfolio, thesis and dissertation defenses, exciting and ongoing creative and research projects, and summer or post-graduation plans on our Instagram and Facebook pages. This is a great time to hear about student experiences at JMU. **If you have a student you would like us to feature, please request and send the following information to [tgsdiversity@jmu.edu](mailto:tgsdiversity@jmu.edu) with the subject line “Social Media feature (student first and last name)”:**

- Name
  - Pronouns (optional)
  - Hometown
  - Undergraduate alma mater
  - Ongoing or Recent Creative/Research/Teaching Projects
  - Summer + Post-graduation Plans
  - Favorite part about JMU + Advice for New/Prospective Students
  - A fun/interesting fact
- Up to 3 photos of you that reflect your work, interests, and/or JMU experience

For questions, please reach out to Dr. Deborah Faulk directly via email: [faulkdx@jmu.edu](mailto:faulkdx@jmu.edu)

## V. New Business

### A. Tuition plan for out of state students on assistantships

Beginning Fall 2023, graduate students who earn more than \$4000 in a semester on an assistantship appointment are eligible to receive the in-state rate for tuition for that semester. This only applies to students whose tuition is funded by The Graduate School.

Currently, graduate assistantships do not cover employment over the summer and this is an initiative that Dr. Thomas hopes to address especially for students in programs that require summer courses.

### B. Pay advances for graduate assistantships

Beginning in Fall 2024, first-semester graduate students, who have been awarded an assistantship but who are not immediately eligible to receive bimonthly paychecks, may request advance stipend payment. The goal is to help new students cover living expenses while waiting on the arrival of their social security card. This is only for students who cannot be entered into the regular payroll system because they need a social security number/card.



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## C. Membership 2023-2024

### 1. Graduate Council

Membership of the Graduate Council shall include a representative from each academic unit that currently offers one or more graduate programs or certificates. There are no term limits and Graduate Council members assume their responsibilities on the first day of the Fall semester.

Faculty who serve as Graduate Council Members are selected by Academic Units from among the Graduate Faculty of their Academic Units. Representatives are selected annually and serve starting on the first day of classes during the fall semester. Academic Units establish their own representative-selection procedures and are encouraged to develop an agreed-upon written protocol for selection. Academic Unit Heads will inform the Graduate Council Secretary of the individual who will represent their unit the following academic year by the last day of the prior spring semester. Please let Yvonne Miller (millerys) know as soon as your representative has been identified.

### 2. Graduate Council Executive Committee

Membership of the Executive Committee consists of the Interim Dean of The Graduate School, who serves as chair, the Associate Dean, who serves as co-chair and one graduate faculty member representing each college. Members of the committee may be called on, in between full Council meetings and during the summer months, to provide advice to the Interim Dean and to aid in urgent decision-making when the full Graduate Council cannot be gathered. The Interim Dean and Associate Dean of The Graduate School serve as ex-officio, non-voting members.

For the Executive Committee, the Graduate Council must choose one representative for each college from among the members of next year's Graduate Council. The slate of Graduate Council Executive Committee

### 3. Graduate Council Curriculum Committee

The Curriculum Committee is responsible for making all curriculum decisions on behalf of the Graduate Council. This committee is composed of one graduate faculty member representing each college, one at-large graduate faculty member representing all doctoral programs and one at-large graduate faculty member representing all master's programs. Curriculum Committee members can, but are not required to be members of the Graduate Council.



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For the Graduate Council Curriculum Committee, the Graduate Council must choose one representative for each college from among the Graduate Faculty of each college. Members do not have to be Graduate Council members or Program Directors, but these individuals are eligible for this committee. In addition, the Graduate Council must choose one at-large graduate faculty member to represent all master's programs and another who will represent all doctoral programs. Next year Dr. Thomas plans to visit every college to meet with their Graduate Program Directors and Deans.

The slate of Graduate Council Curriculum members will be voted on at the first Graduate Council meeting in September 2023.

## **VI. Adjournment**

With no further business, Dr. Brooks Hefner motioned to adjourn the meeting. Dr. Rachelle Dorne seconded the motion and members voted unanimously to end the Graduate Council Meeting at 3:20 p.m.

\*Votes are likely to be called for items marked with an asterisk.



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Graduate Council Voting Members			
Last Name	First Name	Academic Unit	Joined Zoom Meeting
Almjeld	Jennifer	Writing, Rhetoric, & Technical Communication (WRTC)	Yes
Coates	Tabitha	Learning, Technology, & Leadership Education	Yes
Dabback	William	Music	Yes
Danzell	Orlandrew	School of Integrated Sciences	Yes
Diop	Corinne	College of Visual and Performing Arts	Yes
Dillard	David	History	
Dorne	Rachelle	Health Professions	Yes
Dyche	Jeff	Psychology	Yes
Gabbin	Alexander	Accounting	Yes
Gallagher	Scott	Associate Dean, College of Business	Yes
Hardwick	Kevin	History	
Hefner	Brooks	English	Yes
Heydari	Hossain	Computer Science	
Hickerson	Corey	Communication & Advocacy	Yes
Imbrescia	Eric	Early, Elementary & Reading Education	
Knopp	Andrea	Nursing	Yes
Luden	Nick	Kinesiology	
Piker	Erin	Communication Sciences & Disorders (CSD)	Yes
Rutherford	Matthew	Business Administration	
Sloan	Lochnivar	Graduate Student Association	



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Sloan	Margaret	School of Strategic Leadership	
Staton	Renee	Department of Graduate Psychology	Yes
Stevens	Alexis	Mathematics	Yes
Sloan	Margaret	School of Leadership	Yes
Taylor	Jennifer	Political Science	
Wallace-Carr	Julie	Sport & Rec Leadership	Yes
Wasta	Stephanie	Educational Foundations & Exceptionalities	Yes
Webb-Dredger	Angela Katie	Middle, Secondary and Mathematics Education	Yes
Wunderlich	Roshna	Biology	Yes

Graduate Council Non-Voting Members			
Last Name	First Name	Title	Joined Zoom Meeting
Thomas	Linda	Dean	Yes
Stoloff	Michael	Associate Dean, Admissions and Recruitment	Yes
Ryman	Laura	Interim Assistant Dean and Director of Graduate Student Services	Yes

Guests			
Last Name	First Name	Academic Unit	Joined Zoom Meeting
Anderson	Robin	Graduate Psychology	Yes
Apple	Kevin	Associate Dean, College of Sciences & Mathematics	
Bell	Pamela	Dean's Office, The Graduate School	Yes
Brown	Kathryn	Degree Audit Specialist	





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Cooper	Brian	Graduate Student Association Representative	Yes
Doss	Cheryl	Dean's Office, The Graduate School	Yes
Eaton	Melody	School of Nursing	
Faulk	Deborwah	Diversity, Equity and Inclusion Faculty Fellow, The Graduate School	Yes
Lipscomb	Rebecca	Dean's Office, The Graduate School	
Hawley	Allyssa	University Career Center Advisor	
Hegg	Kevin	Libraries	
Kratz	Jonathan	Center for Global Engagement, Director of International Student Services	
MacDonald	Sarah	PCE	
Malburne-Wade	Meredith	Honors College	
Maxwell	Paula	Faculty and Curriculum	Yes
Michael	Lynette	Dean's Office, The Graduate School Director of Admissions	Yes
Miller	Yvonne	Dean's Office, The Graduate School	Yes
Rose	Liz	Dean's Office, The Graduate School	
Stax Brown	Carol	CGE	
Stevens	Wren	Associate Dean, College of Visual and Performing Arts	Yes
Stewart	Anne	Graduate Psychology	
White	Sian	Associate Dean, College of Arts and Letters	Yes
Wightman	William	Art Education	