

Graduate Council Meeting Minutes

February 7, 2019

2:00-3:30 pm

Madison Union 306

I. **3MT Presentation: Hannah Eisemann**

John Burgess introduced Hannah Eisemann, the winner of the JMU Graduate School Second Annual Three Minute Thesis Competition. Hannah replicated her winning presentation to the Graduate Council titled "*Assessing Brook Trout (*Salvelinus fontinalis*) Populations Above and Below Waterfalls in Virginia*".

II. **Approval of the Minutes**

Upon motion by Dannette Bronaugh, seconded by Jeannie Garber, the January 10, 2019, Graduate Council minutes were unanimously approved with the corrected spelling of Dannette Bronaugh's first name.

III. **Announcements**

Jie Chen stated that Announcements will be added as a long-standing item on the Graduate Council Agenda. Announcements will begin to be categorized into four categories: Student Services Announcements, Curriculum, Admissions, and General Announcements. Graduate Council members and guests are asked to review content prior to the meeting to save time for substantive issues. An opportunity to ask questions will be extended at each meeting. If no questions are forthcoming, the meeting will move forward to the next item on the agenda.

1. Student Services Announcements

- a. John Burgess communicated that March 15, 2019, was the deadline for nominations for The Graduate School's Awards for Excellence in Scholarship, Innovation & Engagement and encouraged Graduate Council Members to nominate graduate students so that their exemplary contributions could be recognized and applauded. Council members were directed to the handout provided in the meeting materials. John requested that questions be sent to him directly via email.

2. Curriculum

- a. To be included in the 2019-20 Graduate Catalog, all Curriculum Proposals must be submitted for consideration by Graduate Council by Monday, March 25 and all Course Proposals must be submitted by April 1. The Graduate Council membership did not raise any questions regarding deadlines for curriculum and/or course proposals for the Graduate Council's review for inclusion in the 2019-20 Graduate Catalog.
- b. Michael Stoloff stated that the Teacher Shortage Task Force asked its Elementary, Special, Secondary and Middle Education subcommittees to formulate preproposals that include curriculum and budgets by February 1, 2019. It is anticipated that approximately 25% of Elementary and Special Education students and 40% of Secondary Education students are likely to prefer a program that includes a graduate-level 5th year. We anticipate that the current program will continue to operate to give students both 4- and 5-year options. Additional graduate programs are likely to be developed that include summer and online experiences.

3. The Graduate Admissions Team is working with CollegeNET and JMU IT to implement CollegeNET Admit, our new automated system to provide programs with applicant information and receive program recommendations regarding admission. We will be inviting selected departments to preview the system and provide feedback. We anticipate rolling out the system will be rolled out on April 15. The Graduate Council membership did not raise any questions regarding CollegeNET.

4. Hard copies of Graduate Council meeting materials will be provided on February 7, 2019. Beginning in March 2019 printable meeting materials will be sent electronically and hard copies will no longer be

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provided. The Graduate Council membership did not raise any questions regarding the discontinuance of printed material handouts at all future Graduate Council meetings.

IV. Reports and Updates

- a. John Burgess reported that The Graduate School had been working with Lee Ward in the JMU Health Center regarding a group health plan for graduate and undergraduate students. The Health Center provides free visits to enrolled students, but the plan being discussed would cover medical care that is not provided by the JMU Health Center and catastrophic issues. A bid will go out to major providers and a survey will be sent to undergraduate and graduate students to inquire of what they would like to see in the health care package. The average cost is likely to be \$2,100 to \$2,200 per year. Council members inquired if this plan would be available to out-of-state students, available to full- and part-time students, and if there would be a cost differential? John agreed to speak with Lee Ward regarding residency and will report back to the Council when a definitive response has been obtained.
- b. Jack Nichting reported on GSA activities.
 - Campus Kitchen started providing meals in late-January. Meals are provided on Tuesday and Thursday from 3:00-4:00 p.m. They have served 12-15 meals on each date.
 - Professional Development grants are under review and award decisions will be made in mid-March.
 - GSA elections will start in March.
 - The GSA Summit will be held on March 2, 2019.
 - The Trivia night with faculty and JMU graduate students will be held at 3 Notch'd on February 28th.

V. Discussion and Action Items

- a. Jie Chen, Michael Stoloff, and John Burgess provided a visual presentation to the Graduate Council explaining the Rationales and Structures outlined within the proposed TGS Bylaws to orient members and guests on major changes. The purposes for the Graduate Council, Executive Committee, Curriculum Committee, and Graduate Program Director Assembly were included in the presentation. Jie Chen opened the floor for questions and comments. There were no questions.

Dannette Bronaugh made a motion to take an e-Vote on the adoption of the TGS Revised Bylaws. Following the motion Michael Stoloff asked that the e-Vote be delayed until after his scheduled meeting with Graduate Psychology. The motion to delay the e-Vote until after the meeting was seconded by Bill Wightman. The motion passed with 14 votes in favor and 0 opposed.

End of Minutes.