

Graduate Student Advisory Committee  
Meeting Minutes  
Connable Board Room, The Bernhard Center  
09.24.2004

**Representatives Present:** Todd Ide (chair), Sankar Shanmugam (vice chair), Raluca Gera (Math), Andrea Kaye (Soc.), Marcel Browers (English), Toni Strutz (Social Work), Mike Eden (Management), Jennifer Smith (Eng.), Jules Roussel (Music), Fodei Batty (Political Science), Doris Dirks (Teaching, Writing & Leadership)

**Guests:** Dr. William Wiener (Dean, Grad College), Dr. Kevin Vichcales (Grad College), Janice Quakenbush (Student Affairs), Jason Olsen (English), Kelly Daniels (English), M. Deviuo (Teaching, Writing & Leadership), Scott Erbe (Philosophy), Israil Ali (Public Affairs & Admin.), Dawn Rothe (Sociology), Sara Barber (Social Work), Nofil Syed (Accountancy), David Mead (Comp. Religion)

**1. The meeting was called to order at 3:03 p.m.**

**2. Introductions**

**3. Minutes approved**

- Marcel moved, Jennifer Seconded. Motion passed.

**4. Report from Dr. Wiener**

- a) The next Graduate Studies Council is on October 7<sup>th</sup>.
- b) The Graduate Certificate Program will be recommended by Dr. Wiener, mentioning there was no formal recognition before.
- c) Graduate Diversity Report – 10 recommendations are already from the graduate studies council
- d) Permanent program of study
- e) The term “PTG” will become “Guest Status” because of the new SIS system
- f) Graduate faculty status
- g) Dismissal of Student Codes
- h) New “i-web portfolio” – proposal to send all student related information to the i-web portfolio. This year the college of Education will have this i-web. Also suggested that all master’s level students should participate  
-- Doris asked about whether AAUP is concerned about the quality of, students getting advice from the faculty
- i) New charge: There is a committee works on reviewing the programs. This committee is asking the departments to keep track of all students.
- j) Incomplete policy committee
- k) Research ethics training: Students should go through the HSIRB
- l) AGAP proposals to get more funding for “Stem” to attract more students of color
- m) Regarding the new graduate student orientation; about 110 students attended the orientation. Feedback from the students includes; half a day orientation instead of one full day, more breaks between the sessions and there were a lot of positive suggestions & comments. Regarding the graduate training program; there were about 300 attendees
- n) Mentioned that the international student orientation have recorded the lowest students attended and it was in the low ‘50s
- o) Graduate college is going to ask the departments to apply for the departmental funding by November 1<sup>st</sup>

-- Regarding Assistantships/Fellowships; there are 154 DA's (compared to 147 last year), 850 GA's/DA's, 20 Master's Fellowships, 11 KCPs, 4 Dissertation Completion awards

p) Also mentioned, the overall student enrollment is down. Master's were down by 9.1%, there was no growth in terms of PhD candidates

-- According to President Bailey, the no.1 priority is right now on the enrollment administration

q) Finally, talked about the new experimental course which is going to be offered during the summer semester

#### **5. Report from the Chair -Todd**

a) Handbook has been completed and distribution is taking place; Student Services Fair was very successful with Janice commenting that it was the most families that she has ever seen at the event. Feedback was also very positive, so the change to Saturday seems to have been beneficial to reaching the target audience; CommUniverCity was another hit as well, as was the Welcome back picnic. Several hundred attend this year's event; finally, various board members made a number of presentations to Grad Organizations, departments and at various orientations about GSAC.

b) Meeting with President Bailey – Brought up several concerns including housing issues with grads, and the need to make student services (grad college stickers, parking permits, and Bronco cards) more accessible to students, especially during orientation.

c) Please Sign up for a committee

d) Distributed information on the corporate influence in higher Ed forum that will take place in November.

e) Need a Chair person for the new WMU Grad Student Research Journal & Symposium

#### **6. GSAC Sub-Committees and University Councils**

a) Web Committee: New Department representatives should look at the website and let Sankar know whether their names are on the current members list or not. The members can email at [gfac@wmich.edu](mailto:gfac@wmich.edu) if they have any suggestions or things that they want in the GSAC's website.

b) Public Relations – Jessica (No report)

c) General Education subcommittee - No report

d) Legislative Affairs Committee - No report

e) University Councils

a) Research Policies Council – Kurt  
- No report

b) Technology and Operations Council  
- No report

c) Graduate Studies Council – Todd/Marcel  
- Getting ready for October 7<sup>th</sup> meeting.

d) Campus Planning and Finance Council – Sankar  
- CPFC called a special meeting before the board of trustee's meeting to discuss the short listed projects in the capital outlay projects for the upcoming years. Evie Asken & David Dakin from the Campus Facilities presented the project list and they explained the reasons for selecting the particular projects for next year construction.

e) International Education Council – Paul  
- No report

- f) GFAC – Sankar
  - a) Association of Graduate English Students requested funding from the GSAC to bring in a well known writer for fall04-spring05 semester. They have requested \$2000 for the event and \$300 towards their operational expenses. GFAC recommended GSAC give \$2300 to the English Student’s Association; Sankar moved, Marcel seconded. Motion passed.
  - b) Sociology department’s Graduate student’s Association has requested \$2000, to bring in one of the top criminologist during spring 2005 semester. GFAC recommended GSAC give \$2000 to the Sociology Student Association; Sankar moved, Marcel seconded. Motion passed.
  - c) Christian Fellowship Association has presented a budget requesting GSAC to give \$1050 for bringing a speaker to the campus. GFAC found that the proposal doesn’t meet the GFAC funding guidelines; it will get in touch with GCF and bring it to GSAC for a vote at the next meeting.
- g) MLK Committee – Doris
  - a) Mentioned that the committee still didn’t decide about the speaker. Moreover the Provost office decided to spend only \$10,000 for the speaker.
  - h) CAB representative – No report
  - i) WSA representative – No report

**7. Old and Continuing Business**

- a. GA/DA Salary Check Dispersal
  - a) GSAC members suggested Kevin that, sending a letter to all the graduate students upfront regarding the pay schedule for the coming spring 2005 would be the best option to avoid misinformation, disappointment; which some of the students faced in the beginning of fall '04.

**8. New Business**

- a. Provost Invitation/Conversation – Doris
  - a) Doris suggested bringing the Provost Dr. Linda Delene to the GSAC meeting to discuss with the members regarding, the issue future of the Graduate College and the role of graduate students at WMU.
- b. Doris mentioned about the new teaching opportunities in the distance education campuses, see her for more information.
- c. The next NAGPS conference is on November in Pittsburgh.

**9. General Announcements**

- a. Next GSAC, GFAC meeting – October 15<sup>th</sup> 2004

Adjourned at 4:50 p.m.