

Graduate Student Advisory Committee
Meeting Minutes
Connable Board Room, The Bernhard Center
10.15.2004

Representatives Present: Todd Ide (chair), Sankar Shanmugam (vice chair), Venkat R Guduru (Chemistry), Jennifer Smith (Eng.), Marcel Browsers (English), Kelly Daniels (English), Peter Voice (Geosciences), Andrea Juarez (Psychology), Mike Eden (Management), Sharon Peterson (Edu. Studies), Andrew McNair (Art), Mimi Rohlfing (Music), Shadi Bajjali (Civil & Construction Engg.), Brad Salisbury (Mech. & Aero' Engg.), Lokendrapal (Paper & Printing Sci.), Seneca Cotterman (Occup. Therapy), Toni Strutz (Social Work), Tracy Kiel (Music Therapy), Kristin Sheehan (Occup. Therapy),

Guests: Dr. William Wiener (Dean, Grad College), Nofil Syed (Accountancy), Ranjith Kanakasabha (Computer Science), Soumya Das (Geosciences)

1. The meeting was called to order at 3:10 p.m.

2. Introductions

3. Minutes approved

- Marcel moved, Jennifer Seconded. Motion passed.

4. Report from Dr. Wiener

- i) Master's enrollment is down by 9.1%, PhD has 0% growth
- ii) President & the Provost has set up a "Enrollment Management Committee" to find out the reason for the decrease in enrollment
- iii) Six groups are looking at the enrollment issue, of which one group into the graduate students and Dr. Wiener is the chair of that group
- iv) Focus group to get the feedback from the graduate students is on 27th for the appointees and 28th for the non-appointee students. The group will meet at 5'o clock at the graduate college
- v) The questionnaire for the graduate advisors include; why the students who got admitted across departments are not continuing with WMU
- vi) Questionnaire will also be given to the students
- vii) The administration is concerned about the decrease in the international enrollment. The international students application went down by 18%, therefore enrollment down by 20%
- viii) These surveys should be finished by the mid of November, so that the corrective actions will be implemented on time before next semester

5. Report from the Chair -Todd

- i) Welcome to all of the new members we are pleased that you are with us and look forward to working with you.
- ii) Report on meeting with President Bailey in which we discussed parking concerns for the new HHS building.
- iii) We have many vacancies on GSAC and University committees. Please consider serving on one.

6. GSAC Sub-Committees and University Councils

- i) Web Committee: Still looking for the new department representative's info' to put on the website. The members can email at gfac@wmich.edu if they have any suggestions or things that they want in the GSAC's website. The members who would like to put their department function or association's event in the GSAC's website, please email the details at the above email ID
- ii) Public Relations – (No report)

- iii) General Education subcommittee - No report
- iv) Legislative Affairs Committee - No report
- v) Graduate Research Symposium – Toni
 - Looking for new members. Todd has something to do for Toni. She will setup a meeting with Todd in the near future. The members who are interested can meet her after the meeting or can contact Toni at toni.n.strutz@wmich.edu
- vi) University Councils
 - a) Research Policies Council – (Dr. Wiener)
 - Funds for various departments have been provided for the faculty research & travel grant
 - Marcel recommended Todd to talk with Dr. Bailey regarding the travel fund for the graduate students
 - b) Technology and Operations Council – Peter
 - SIS was the highest priority with 50% of the OIT engaged in support & programming to prepare SIS to be operational in two years. The deadline is July 1st 2006
 - Every student has first.last@wmich.edu address. Students cannot have e-mail automatically forwarded for reasons of security and record keeping. Faculty e-mail can be forwarded to another account.
 - The projector initiative was established in response to the need for more technology in smaller classrooms throughout campus that are used by multiple colleges. In larger classrooms, fixed projectors are still needed. Portable projectors are currently being tested. The deans will determine the distribution. Six of the faculty in Arts & Science will get projectors based on the frequency of checking out projectors in the past. Projectors will be assigned to the deans
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 - c) Graduate Studies Council – Todd/Marcel
 - (Dr. Wiener) Once MOA was covered and the other one will be addressed in the future
 - Graduate faculty status was presented
 - Getting ready for October 7th meeting.
 - d) Campus Planning and Finance Council – Sankar
 - Did not attend
 - e) International Education Council – Paul
 - No report
- vii) GFAC – Sankar
 - a) Graduate Christian Fellowship requested \$500 towards their operational expense from GSAC. GFAC recommended GSAC give \$500 to the GCF; Marcel moved, Mike seconded. Motion passed.
 - b) History Graduate Student Organization has requested \$2500, to bring in three guest speakers during the fall & spring semester, which includes their operational expenses. GFAC recommended GSAC give \$2060 to the HGSO towards the event & for the operational expenses; Marcel moved, Peter seconded. Motion passed.
 - c) Muslim Student Association has presented a budget requesting GSAC to give \$8433.41 for bringing a speaker to the campus. GFAC found that the proposal doesn't meet the GFAC funding

guidelines; it recommended GSAC to give \$500 towards the operational expense; Marcel moved, Mike seconded. Motion passed.

viii) MLK Committee – Doris

- No report

ix) CAB representative – No report

x) WSA representative – No report

7. Old and Continuing Business

a. NAGPS National conference, November 10-14

- Ralucca Gera is going to represent WMU (even though she will leave one day after defending her dissertation).

b. Meeting with Provost Delene

- Todd sent a letter to the Provost; Dr. Delene accepted the invitation to come to the meeting. Todd asked the members whether we should invite the provost during the December or January meeting
- Jennifer recommend bringing the provost during the December meeting; members agreed

c. Day of Action, October 20th & Visa Reform Petition

- Please pass the word and encourage faculty, undergraduate and your fellow graduate students to visit our website and help us and NAGPS petition Congress via e-mail to pass HR 3412.

d. Graduate Handbook Distribution

- If you need handbooks, please contact Todd at gsac@wmich.edu, gsacofwmu@aol.com or by phone at 387-8207.

8. New Business

a. Focus Groups

- The meeting for the appointees will be on October 28th and for the non-appointees it's on October 27th. Both the meetings will be at the Graduate college at 5'o clock

9. General Announcements

a. Next GSAC, GFAC meeting – November 12th, December 3rd 2004, January 14th, 2005

Recessed to Roadhouse to discuss “State of Universities” at 4:10 p.m.