



GRAND VALLEY
STATE UNIVERSITY®
THE GRADUATE SCHOOL



Annual Report • 2019-20

The Graduate School

Grand Valley State University

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Executive Summary 2019-20

The Graduate School at Grand Valley State University is highly engaged in the education of our students. We provide meaningful support to students, staff, and faculty, encouraging their educational, personal, and professional development. We continually strive to give our graduate students the best educational experience possible so they may be lifelong learners who are actively engaged in their professions and their communities. Our rigorous masters and doctoral programs are taught by highly qualified faculty and staff who use innovative strategies and techniques for engaging students. All of GVSU's graduate programs are grounded in rigorous academic plans of study and supported by a university that adheres to policies and procedures that guide the academic process yet provide the flexibility to address unique situations and create individual learning experiences.

The Graduate School actively oversees all areas of graduate education at GVSU. We are responsible for the administration of the graduate assistantship program, collaborating with the Graduate Student Association to offer the PACES

professional development program, leading the Graduate Showcase, hosting the New Graduate Student Orientations and the Graduate Student Celebrations, supporting the work of faculty governance through Graduate Council, supporting the Graduate Student Association, producing the Graduate Director's Handbook, the Graduate Student Guidebook, and the Graduate Advising manuals, administering the Presidential Research Grants and Academic Conference Fund programs, reviewing graduate faculty applications and maintaining a graduate faculty database, and enforcing graduate education policies. Major initiatives for 2019-20 included: creating an online application system for the Student-Initiated Combined Degree program, supporting the Graduate Council graduate program review process, assisting departments seeking to create combined degree programs, and the hiring of a Recruiter for Graduate Programs. The Graduate School plays an important role in supporting our students and the faculty engaged in graduate education. Each of the major initiatives, as well as the annual work of The Graduate School, is described in detail in this report.



The Graduate School

Our Mission

To define, support, and advance excellence in graduate education and the scholarly and research activities associated with it. To articulate a vision of excellence in our actions and policies that affect students, faculty, and curriculum. To advocate for graduate education and graduate students, faculty, and staff within the university in terms of resources, services, and other activities that support graduate student endeavors and goals; and encourage a diverse, inclusive, and connected graduate community.

Our Vision

GVSU will become the university of choice for students seeking a strong graduate education in a Carnegie classification Master's Colleges and Universities - Larger programs institution of higher education that is grounded in a liberal arts tradition by focusing on the promotion of distinctive and exemplary graduate education programs, comprehensive educational settings, service, and scholarly experiences. The Graduate School will provide exemplary leadership and continuous support for the development and provision of distinctive and exceptional graduate programs that prepare GVSU graduates to be effective leaders in their field, to be engaged lifelong learners, to succeed in attaining a professional career or admission to further graduate or professional study, and to excel in a global environment.

Our Values

- **Critical Thought** - our students actively and skillfully engage in conceptualizing, applying, analyzing, synthesizing, and/or evaluating information as it applies to their area of study as well as their community as a whole.
- **Personal Capacity** - our graduate community develops and sustains personal initiative and maintains a culture of professionalism and integrity.
- **High Impact Challenges** - we offer meaningful opportunities to learn in a holistic environment and those involved are challenged and transformed by the environment and those opportunities.
- **Inclusion** - we provide an environment and climate of collegiality, collaboration, and inclusiveness for all.

The Graduate School Staff at Grand Valley State University for 2019-20 included:

Dean Jeffrey A. Potteiger
Associate Dean Mark Luttenton
Administrative Assistant Irene Fountain
Assistant to The Graduate School Jennifer Palm
Graduate Assistants Sara Campbell, Amanda Filkins, and Corinne Jaskiewicz
Undergraduate Student Assistants Brittany Ackerman, Long Ho, and Sarah Spencer



Graduate Program Profile: 2019-20 Academic Year

The 2019-20 academic year includes the Fall 2019, Winter 2020, and Spring/Summer 2020 semesters. For many graduate programs, students may have applied, been admitted, and/or matriculated in any of those semesters.

The Applied and Admitted columns in Table 1 represent all graduate applications received by each program combined from Fall 2019, Winter 2020, and Spring/Summer 2020 semesters (through July 7, 2020).

The New Enrollees and Total Enrollees columns represent the combined unduplicated headcounts for Fall 2019, Winter 2020, and Spring/Summer 2020 based on official census numbers.

Due to the timing of this report, the Degrees Awarded column represents Spring/Summer 2019, Fall 2019, and Winter 2020.

Table 1: Profile of Graduate Students for the 2019-20 Academic Year

College	Program	Applied	Admitted	New Enrollees	Total Enrollees	Degrees Awarded
Brooks College of Inter-disciplinary Studies	Social Innovation	23	22	17	22	0
	Subtotal	23	22	17	22	0
College of Community & Public Service	Criminal Justice	21	19	9	25	5
	Health Administration	62	59	27	84	22
	Nonprofit Leadership Certificate	6	6	1	3	2
	Philanthropy & Nonprofit Leadership	13	13	10	19	4
	Public Administration	99	87	43	124	29
	Social Work	214	203	133	327	143
	Subtotal	415	387	223	582	205
College of Education	Educational Leadership	144	140	95	351	50
	Educational Technology	20	20	15	41	6
	General Education	0	0	0	21	0
	Higher Education	83	78	42	102	40
	Instruction & Curriculum	93	88	60	287	60
	Leadership Ed.	30	29	22	43	10
	Literacy Studies	51	49	36	156	34
	Online/Blended Instruction & Assessment	0	0	0	0	0
	Reading	0	0	0	1	0
	School Counseling	69	64	42	84	14
	Special Education	70	70	52	144	25
	Subtotal	560	538	364	1230	239

College	Program	Applied	Admitted	New Enrollees	Total Enrollees	Degrees Awarded
College of Health Professions	Clinical Dietetics	27	26	24	48	23
	Medical Dosimetry	20	18	17	17	15
	Occupational Therapy	201	72	66	149	55
	Physical Therapy	290	116	60	178	59
	Physician Assistant Studies	382	53	48	141	46
	Public Health	85	78	38	91	38
	Speech-Language Pathology	195	52	48	90	27
	Subtotal	1200	415	301	714	279
College of Liberal Arts and Sciences	Applied Behavior Analysis Certificate	8	7	4	5	17
	Applied Linguistics	11	11	5	17	3
	Athletic Training	2	2	1	1	0
	Bioinformatics and Genomics Certificate	6	6			1
	Biology	15	15	15	44	16
	Biomedical Sciences	29	20	12	24	3
	Biostatistics	38	31	18	41	15
	Cell & Molecular Biology	36	34	19	45	18
	Communications	44	44	25	52	20
	English	17	14	6	27	10
	School Psychology	35	17	14	40	30
	Subtotal	241	201	119	296	133
Kirkhof College of Nursing	Nursing-DNP	31	30	21	31	26
	Nursing-MSN	1	0	1	1	2
	Palliative and Hospice Care Certificate	4	4	0	4	2
	Subtotal	36	34	22	36	30
Padnos College of Engineering and Computing	Applied Computer Science	59	35	15	74	29
	Cybersecurity	5	4	3	3	0
	Data Science and Analytics	153	105	16	40	5
	Engineering	66	50	22	72	33
	Health and Bioinformatics	49	41	14	37	11
	Subtotal	332	235	70	226	78
Seidman College of Business	Accounting	58	55	46	92	43
	Business General	102	95	66	241	66
	Taxation				5	5
	Subtotal	160	150	112	338	114
Grand Valley State University	Non-Degree Graduate	13	0	3	301	N/A
	GRAND TOTAL	2980	1982	1231	3790	1062

The total graduate enrollment headcount information in both Figure 1 and Table 2 is based on the Fall census data of the corresponding academic year.

Figure 1: Total Graduate Degree-Seeking Headcount 2010-19

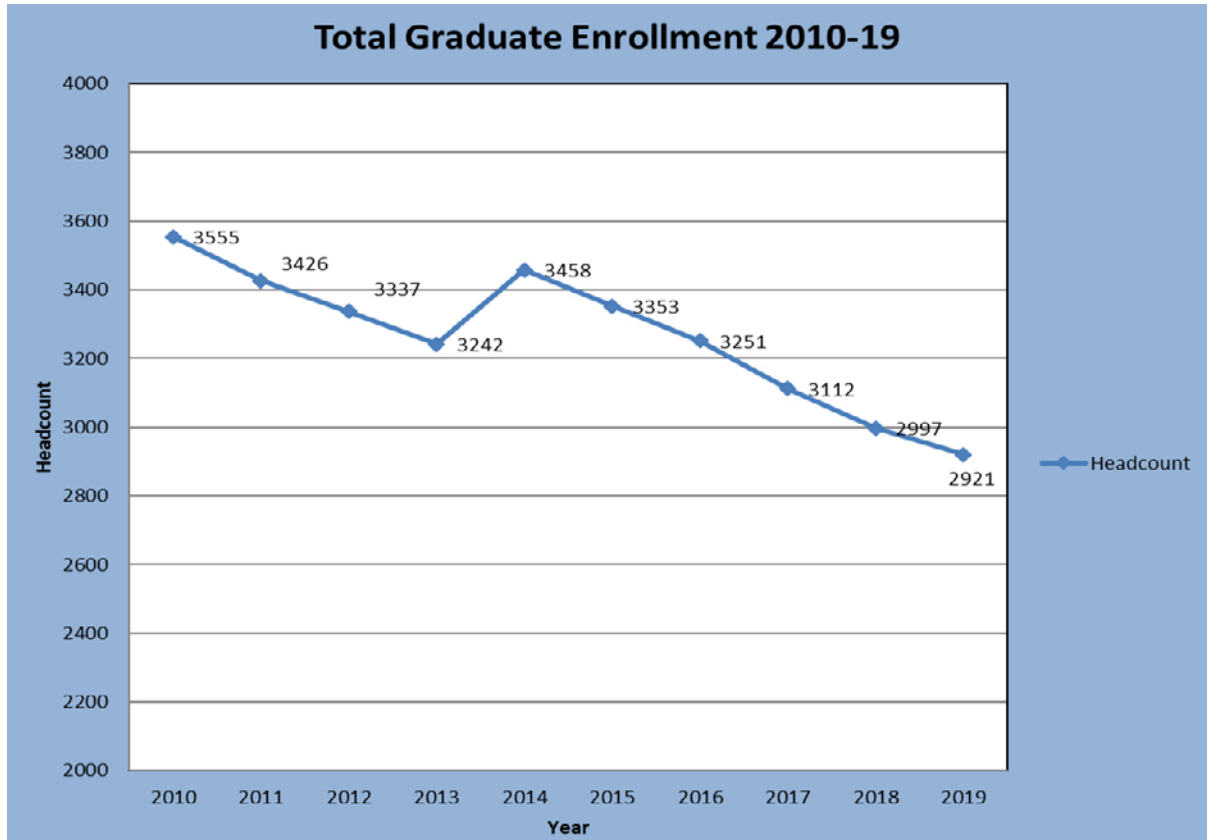


Table 2: Total Graduate Enrollment Headcount of Degree Programs by College 2010-19

College Of Degree Program	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Brooks College of Interdisciplinary Studies	0	0	0	0	0	0	0	0	0	12
College of Community and Public Service	709	649	636	675	660	608	588	533	518	486
College of Education	1438	1402	1294	1104	1134	1054	908	885	779	821
College of Health Professions	281	331	372	473	607	643	679	692	690	702
College of Liberal Arts and Sciences	190	182	183	172	202	225	261	271	270	262
Kirkhof College of Nursing	60	66	82	93	111	124	130	118	118	76
Padnos College of Engineering & Computing	138	118	143	128	150	160	170	177	213	190
Seidman College of Business	388	352	326	317	349	332	310	270	273	265
University (Non-Degree Seeking)	351	326	301	280	245	207	205	166	136	107
TOTAL	3555	3426	3337	3242	3458	3353	3251	3112	2997	2921

Major Initiatives

New Graduate Programs 2019-20

During the 2019-20 academic year, two new graduate programs were approved through the University Curriculum process, bringing the total number of graduate programs at GVSU to 42:

Master of Science in Cybersecurity (M.S.)

www.gvsu.edu/grad/security/

Doctor of Occupational Therapy (Dr.O.T.)

www.gvsu.edu/grad/drot/

The Graduate School supported the programs by assisting with the curricular development and approval process, creating program websites, and assisting with admissions criteria and information development. The programs and all applicable admissions and recruitment materials were added to the Graduate Education Policies & Procedures Manual. The Graduate School continues to support newly-appointed Graduate Program Directors and assist with issues related to recruitment, admission, and enrollment in all graduate programs.

New Combined Degree Programs

During the 2019-20 academic year, four new combined degree programs were approved through the University Curriculum Review Process, bringing the total number of combined degree programs at GVSU to 13.

Accounting (B.B.A/ M.S)

Cell and Molecular Biology (B.S./M.S.)

Computer Engineering and Applied Computer Science (B.S.E./M.S.)

Computer Science and Applied Computer Science (B.S./M.S.)

Computer Science and Cybersecurity (B.S./M.S.)

Computer Science and Data Science and Analytics (B.S./M.S.)

Cybersecurity (B.S./M.S.)

Engineering (B.S.E./M.S.E.)

Exercise Science and Athletic Training (B.S./M.A.T.)

Information Systems and Applied Computer Science (B.S./M.S.)

Information Systems and Cybersecurity (B.S./M.S.)

Information Technology and Cybersecurity (B.S./M.S.)

Student Initiated Combined Degree Program

Student-Initiated Combined Degree Program Online Application

Working with Institutional Marketing and the Office of the Registrar, The Graduate School created a fully online application system for students seeking to start a combined degree program. Student-Initiated Combined Degree programs allow students to identify undergraduate and graduate degree programs, then request to combine the two for a custom-made degree program. Students are allowed to apply up to 12 graduate credit hours to their undergraduate degree. This program gives students the opportunity to earn two degrees in less time than the traditional format. Students must be granted permission from their undergraduate advisor and be admitted to their graduate program of choice. The Graduate School supports this policy as a way for students and faculty to create innovative combined degree programs that better serve students in a competitive job market and to increase participation in graduate studies.

Recruiter for Graduate Programs

Working with The Graduate School, the Office of the Provost hired a Recruiter for Graduate Programs. Rachel Van Den Broek started her position in March 2020. Her responsibilities include attending recruitment events (largely virtual in 2020), connecting with potential graduate students, working with graduate programs to create promotional materials, and hosting live chats with prospective students.

Ongoing Activities

Lauren Presutti

The Graduate School Strategic Plan: 2016-21

The Graduate School completed the strategic planning process during Spring/Summer 2016 and received approval to implement the plan from the GVSU administration. The strategic plan includes objectives that will enhance graduate education and support graduate students and faculty alike. During 2018-19, The Graduate School gathered data for each objective, allowing staff to measure progress toward our goals. The objectives for the Graduate School can be found at GVAadvance.

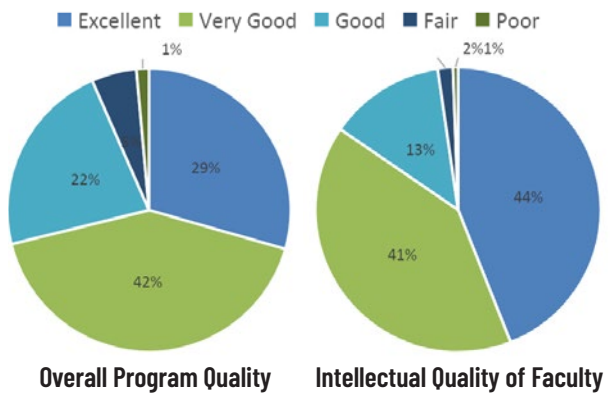
Graduate Exit Survey

In an effort to continually improve graduate education, The Graduate School administers the graduate exit survey. At the end of each semester, graduate students who are nearing the end of their degree program are invited to complete the survey, and assess their graduate experience at GVSU. Of the 1,144 invitations sent to graduate students during the 2018-19 academic year, 356 (31%) completed the survey.

Students receiving their undergraduate degree from GVSU accounted for 46% of the respondents.

Overall program quality was rated as very good to excellent by 71% of respondents (Figure 2), and was similar to program quality ratings for 2017-18. When asked if they would choose GVSU again if they were to start graduate school over, 84% answered yes.

Figure 2: Graduate Student Rating of Overall Program Quality



A majority of the respondents (84%) indicated that the intellectual quality of the faculty was very good to excellent and 78% noted that departmental/program staff had been very helpful. Many respondents noted that the interaction with faculty, their cohort, and the educational opportunities offered by their program in general were the highlights of their graduate experience.



Outstanding Graduate Student Accomplishments

Lauren Presutti, Master of Education, Educational Specialist, and Master of Social Work

Lauren Presutti is a recent 2020 graduate who just launched a counseling practice called River Oaks Psychology. Lauren has obtained three GVSU master's degrees over the course of six years. She completed her undergraduate degree at Central Michigan University in 2014 and then immediately moved to Grand Rapids to begin her Master of Education degree, Educational Specialist degree, and Master of Social Work degree. She received a 4.0 grade point average in all three programs.

Lauren did not plan to earn three graduate degrees, however, her experience with GVSU was so impactful that she felt the desire to continue her education. She originally saw herself in a career in college student affairs, but her interests quickly expanded and she sought to study educational leadership in higher education and K-12 settings.

While obtaining her Educational Leadership degree, Lauren recognized that she was passionate about mental health and working with individuals with disabilities. She has been personally impacted by these topics through her experiences battling muscular dystrophy. She has used a wheelchair for her entire life and has seen there is a need for mental health services specifically for this population. Because she had interest in so many different areas, Lauren decided to explore every area she was passionate about which lead her to obtain her master's degree in Social Work.

Throughout her time as a GVSU graduate student, Lauren worked as a Graduate Assistant for two different offices on campus and served as the president for the Graduate Student Association for one year. She received multiple awards from The Graduate School for academic excellence and project. She held leadership roles in other areas across campus as well.

When Lauren was nearing graduation, she had opportunities to work in various settings, but decided she wanted to determine what her own work would look like and wanted to create her own success. This led her to open her own private practice to focus on populations she is very passionate about.

Lauren's practice provides online counseling for anyone residing in the state of Michigan. She works with teens, young adults, college students, and adults on various mental health concerns in addition to individuals with disabilities and their families. She considers it a privilege to be a therapist and has found that the work she is doing is her true-life purpose.



Shannon Owen, Educational Specialist in Leadership (Ed.S.)

Shannon Owen is working on her Educational Specialist Degree in Leadership Program offered at the Traverse City Regional Center. She is on the leadership board of the current Educational Specialist student group based out of Traverse City. She is also engaged in woman's advocacy work as the Chair of Zonta Club of Traverse City's Advocacy Committee and a member of Traverse Connect's Professional Development Committee.

Shannon received funding through the Academic Conference Fund at GVSU to present her research at the UPCEA, Leaders in Professional, Continuing, and Online Education Super Regional Conference in Denver, Colorado. Her research centered around Adult and Continuing Education and developing training to teach Adjunct Faculty how to teach students from a distance. At the conference, Shannon presented with a colleague and fellow classmate.

The experience was very rewarding for Shannon personally and professionally. She was able to obtain advice from professionals to apply to her own work in addition to gaining the opportunity to meet individuals that have navigated some of the challenging waters and learned from their experiences. They were open and willing to share their knowledge with her which gave her motivation and tangible ideas to implement in her profession and coursework. Shannon is sincerely appreciative of the opportunity that the Academic Conference Fund provided her. She was able to gain knowledge and grow professionally.



Kersten O'Brien, Master of Science in Nursing

Kersten O'Brien is currently enrolled in the Master of Science in Nursing program at GVSU. She attended the American Association of Colleges of Nursing's Clinical Nurse Leader (CNL) Summit in San Antonio, Texas where she had the opportunity to present her research. This conference helps CNLs to advance their education and network, in addition to promoting the interprofessional role of the CNL, which uses quality improvement skills to refine outcomes across the complex care continuum. Her research was titled "Purposeful Rounding in the ED: A CNL Student Project" and focused on how a CNL student can learn to apply their skills to improve healthcare outcomes in any setting with the help of a CNL preceptor.

Kersten works as a registered nurse with cancer patients, so it was a big transition for her when she began her clinical experience in the emergency department (ED). However, the CNL role is expected to expand to unique practice settings, making it necessary to understand how CNL skills can be transferred to any clinical environment. Preceptors, like her own, can help foster student confidence by modeling the CNL role and helping students to select a project.

This experience helped Kersten understand the difference she can make as a Clinical Nurse Leader. Although this has been clear throughout her coursework and clinical experiences, putting together this poster presentation helped her realize how much she has learned and what a CNL can contribute to healthcare. Being able to discuss those realizations with CNLs from across the country has ignited her passion about advancing the CNL role, which she was lucky to discuss with the Kirrhof College of Nursing (KCON) undergraduate Student Nurses Association upon her return. She is eager to expand on this experience and her education to make meaningful change in the healthcare system as both a student and a certified CNL.

Kersten has also been involved in other areas throughout her time as a graduate student at GVSU. She has been a Graduate Assistant, student representative on the (KCON's) Professional Practice Committee, member and financial officer of the KCON Graduate Student Organization, and was the administration officer in 2019-20 for the Graduate Student Association in addition to being a Research Assistant.



Kristi Ruvina, Master of Health Sciences

Kristi Ruvina, a Master of Health Sciences student at GVSU, had the opportunity to present his research at the Society for Integrative and Comparative Biology 2020 Conference in Austin, Texas. His topic centered around finding the chemical composition of the substances that relay the chemosignals in crayfish. Kristi stated that this experience was very beneficial for his academic career. He enjoys meeting specialists in the same field as him that conduct similar research. He takes pride in being able to represent GVSU through presenting his findings.

Kristi is currently a student adjunct instructor with the BMS department. He holds a Bachelor of Science degree in Biomedical Sciences and Biochemistry. He worked in various tutoring centers, mainly the Chemistry Success Center and the Science Success Center during his undergraduate years. He then became a TA for BMS 550 (histology lab) for several semesters and is currently teaching BMS 202 lab. During his sophomore year, he joined the crayfish neuroscience lab to investigate various chemicals that modulate aggression in different species of crustaceans and has continued researching with this lab. His effort in breaking ground in the field of crustaceans led to winning the Student Summer Scholar and Presidential Research Grant award. He has presented many posters at nationwide conferences, including his recent trip to Austin, Texas.



Glen Brookhouse, Master of Social Work

Glen Brookhouse graduated from the Master of Social Work program from GVSU this April. Through this program, Grand Valley has given him new perspectives that have impacted the way he views the world around him. He served as a Graduate Assistant as part of his academic experience. This provided him with the opportunity to be a teaching assistant for undergraduate classes and to research materials for the School of Social Work accreditation process in 2019. In 2020, he had the privilege of leading a breakout session presentation at the GVSU conference on the Art of Science and Aging.

He was also a contributing author to two chapters of a case study book written by Dr. George Grant and Dr. Jerry Johnson. The opportunity for Glen to work with Dr. Johnson and Dr. Grant on this book is a continuing work that will extend beyond graduation. This project is a chance for him to apply many of his research skills and advance to the next level of writing by being a published contributing author on the topics of best practices for co-occurring disorders and trauma informed care.

In 2020, he led a breakout session presentation at the GVSU conference on the Art of Science and Aging. His team researched and prepared a presentation that provided contributing factors, statistics and the best practices to address the social issue of homelessness in older (50+) adults. This presentation was the pilot study portion of a research project that will culminate with the writing of an article to be presented in a peer reviewed journal.

The opportunity to be a presenter at a conference and to be a contributing author in a published text will provide exponential benefits for his career path. Presenting and public speaking have strengthened his skill set which will be beneficial to advancement within an agency. The credential of being a published writer has similar benefits in skill set improvement and potential for advancement to an administrative position in an agency.

GVSU has provided numerous experiences in the classroom and within the community through internship opportunities that have expanded Glen's comprehension of society and issues that impact social equilibrium. GVSU has given him perspectives of learning and professionalism that go far beyond the rigid professional standards that are presented in textbooks. He has learned leadership skills that he will take with him into the field. This will be beneficial to the populations he will serve through clinical and therapeutic work and eventually through an administrative role. GVSU has been an incredible experience. He looks forward to applying his learned skills, but he will miss the Laker environment.



Pratik Shrestha, Master's in Engineering

Pratik Shrestha, a graduate student enrolled in the Master of Engineering program with a concentration in Electrical and Computer Engineering, was awarded funding through the Academic Conference Fund to present his research titled Wireless Communication between FPGA and Microcontroller at the IEEE CCWC 2020 10th Annual Computing and Communication Workshop and Conference at the University of Nevada. The main idea of his research centered around transmitting and receiving data from a microcontroller unit to a Field-Programmable Gate Array (FPGA) unit wirelessly using Bluetooth. The results showed that combining devices like FPGA and a microcontroller can speed up the overall processing and can be used in a wide variety of other applications.

This was Pratik's first time attending and presenting in an international setting and this gave him the chance to improve his communication skills extensively. He had the opportunity to meet many people who are working on similar research, speak with high scholars from around the world, and listen to keynote speakers that shared their knowledge in other fields. It was a very productive professional growth experience.



Outstanding Thesis Nominees

The Midwestern Association of Graduate Schools (MAGS) calls for nominations for the annual Distinguished Thesis Award. Each school is allowed to nominate one student thesis for the award competition in each discipline category. The award categories rotate each year to allow for greater student representation across the disciplines.

The theses representing GVSU are selected by a committee of faculty members from multiple disciplines and approved by the Dean of The Graduate School.

The GVSU faculty who served on the 2019 MAGS selection committee included:

- Dr. Corey Anton, College of Liberal Arts and Sciences
- Dr. Tim Born, Padnos College of Engineering and Computing
- Dr. Kurt Bullock, College of Liberal Arts and Sciences
- Dr. Anirudh Chowdhary, Padnos College of Engineering and Computing
- Dr. Amanda Dillard, College of Liberal Arts and Sciences
- Dr. Neil MacDonald, College of Liberal Arts and Sciences
- Dr. Osman Patel, College of Liberal Arts and Sciences
- Dr. Laura Stroik, College of Liberal Arts and Sciences
- Dr. Kevin Strychar, College of Liberal Arts and Sciences
- Dr. Jennifer Winther, College of Liberal Arts and Sciences

2019 Categories: Biological/Life Sciences and Humanities

- Joseph T. Altobelli, Master of Science in Biology, Thesis Title: *Nest-Site Selection and Neonate Survival of Eastern Box Turtles (Terrapene carolina carolina) in Michigan's Northern Lower Peninsula* – Advised by Dr. Jennifer Moore, Department of Biology.
- Molly A. Stabler, Master of Arts in English, Thesis Title: *A Maze to Grace: Ted Hughes's Casting of The Myth of the Minotaur in Birthday Letters* – Advised by Dr. James Persoon, Department of English.

The 2020 categories will be Mathematics, Physical Sciences, and Engineering and Social Sciences.

Dissertation and Thesis Approvals

In the 2017-18 academic year, the Graduate Council passed an update to the policy on Preparation of a Thesis or Dissertation at GVSU to include a mandatory Thesis and Dissertation Workshop for students beginning a thesis or dissertation. Students are required to attend a workshop the first semester they are enrolled in thesis or dissertation credit hours.

The Graduate School hosted eight workshops in 2019-20, led by Dr. Jeffrey Potteiger and Dr. Mark Luttenton. In total, 98 students attended these workshops. The workshop includes an overview of thesis and dissertation related policies, how to select a chair and build a committee, resources for writing and editing, and helpful suggestions on time lines, getting started, and finishing the project. The Graduate Student Association generously provided refreshments for these workshops.

The Graduate School also continued to update the Guidelines for Preparation of Theses and Dissertations to assist students in the timely submission of their final work. Communication is sent to students regarding submitting thesis/dissertation committee membership, reminders on defense and submission dates, and follow-up on continuous enrollment. When students form a thesis or dissertation committee, the Graduate School provides a Thesis and Dissertation Flowchart, outlining the steps students must take to comply with the current guidelines. The Graduate School maintains this and other documents on two “quick links” created for students and faculty to reference all thesis or dissertation related documents:

Dissertations: www.gvsu.edu/gs/dissertation

Theses: www.gvsu.edu/gs/thesis

The Graduate School continued to review and approve all final theses and dissertations. After each document is approved, The Graduate School notifies the Registrar's Office that a student's diploma can be released and assists the students with submitting the final documents to ScholarWorks. In 2019-20, dissertations and theses were approved from the following academic Colleges:

College of Community and Public Service: 4

College of Education: 3

Padnos College of Engineering and Computing: 14

College of Health Professions: 2

College of Liberal Arts and Sciences: 23

Kirkhof College of Nursing: 0

Note: there are no graduate programs with a thesis option in the Brooks College of Interdisciplinary Studies or the Seidman College of Business.

Requests for Exception to University Policy

These numbers represent all completed petitions submitted to The Graduate School during the Fall 2019, Winter 2020, and Spring/Summer 2020 semesters.

8-Year Time Limit Requests: The Graduate School reviewed 39 petitions to extend the 8-Year Time Limit. Of those petitions, 38 were approved and 1 request was denied. A summary of the number of student petitions by program is provided below:

8-Year Petitions by Program:

Applied Linguistics: 1
 Biology: 2
 Biostatistics: 1
 Business: 1
 Criminal Justice: 5
 Education (all programs): 23
 English: 1
 Health Informatics and Bioinformatics: 2
 Nursing: 3

12-Credit Limit Requests: The Graduate School received 2 requests from students who had exceeded the limit of completing 12 credits as a non-degree seeking student. The requests were both approved.

Biostatistics: 1
 Business: 1

Requests for Graduate Course Withdrawal, Graduate Program Withdrawal, and Graduate Program Leave of Absence:

The Graduate School received a total of 32 requests and all were approved except for 1 late withdrawal request. The approvals were from the following programs:

Course Late Withdrawal: 13

Biomedical Sciences: 2
 Education: 5
 Non-Degree Seeking: 2
 Palliative and Hospice Care: 1
 Physical Therapy: 1
 Social Work: 2

Leave of Absence: 16

Athletic Training: 2
 English: 1
 Occupational Therapy: 1
 Physician Assistant Studies: 1
 Social Innovation: 2
 Social Work: 8
 Speech-Language Pathology: 1

Program Withdrawal: 3

Criminal Justice: 1
 Engineering: 1
 Physician Assistant Studies: 1

Exception to the Policy for Continuous Enrollment in Project, Thesis, or Dissertation Stage of a Program: The Graduate School received 37 requests for an exception to the Continuous Enrollment policy and all were approved. A summary of the number of student requests by program is provided below:

Biology: 11
 Biomedical Science: 1
 Cell and Molecular Biology: 1
 Computer Information System: 1
 Criminal Justice: 3
 Education (all programs): 16
 Engineering: 2
 English: 1
 Public Health: 1

Extension of the Thesis Final Submission Deadline: The Graduate School received 3 requests for an extension to the Thesis Final Submission Deadline and all were approved. A summary of the number of student requests by program is provided below:

Cell and Molecular Biology: 1
 Clinical Dietetics: 1
 Engineering: 1

Academic Review and Renewal: The Graduate School received 8 requests regarding the Academic Review and Academic Renewal policies and all were approved. A summary of the student requests is provided below:

Request for Exception to the Academic Review Process:

Accounting: 1
Applied Linguistics: 1
Business: 1
Computer Information Systems: 1
Education (all programs): 1
English: 1
Health Informatics and Bioinformatics: 1

Request for Academic Renewal:

Education: 1

Exception to Graduate Policies: The Graduate School received 5 requests for Exception to an Academic Graduate Policy. All 5 requests were approved. A summary of the student requests is provided below:

Transfer of Credit to a Graduate Program:

Business: 1
Education: 1
Engineering: 1

Exception to when a student in a combined degree program will be counted as a graduate student:

Applied Computer Science: 1

Exception to the limit of 500-level courses that can count towards a degree:

Engineering: 1

Requests for Credit/No Credit Grading: Due to the COVID-19 Pandemic, in Winter 2020 graduate students were able to elect to receive credit/no credit grading on graduate courses. The Graduate School received and approved 11 requests:

Biostatistics: 1
Data Science and Analytics: 1
Engineering: 3
Health Administration: 2
Public Administration: 1
Social Innovation: 3

Total Requests for Exception to University Policy reviewed by The Graduate School in 2019-20: 134



Faculty Engaged in Graduate Education

The Graduate School continues to work with the Academic Unit Heads and Deans to ensure that qualified faculty members are engaged with our graduate students at GVSU. All graduate faculty applications are submitted electronically to the Graduate School.

The Graduate School held a luncheon at the start of the academic year to welcome new regular graduate faculty members to GVSU. Staff from The Graduate School presented new graduate faculty with an overview of graduate education at GVSU.

Non-tenure Track Faculty Engaged in Graduate Education as of July 1, 2020

Approved Adjunct Faculty: 258

Tenured and Tenure Track Faculty Engaged in Graduate Education as of July 1, 2020

Faculty approved with Full Graduate Faculty Status: 394
Faculty approved with Associate Graduate Faculty Status: 71

These numbers do not include faculty members whose initial status has expired without renewal (or those applications approved for faculty no longer with the university).

A complete listing of approved faculty is available on the Graduate School website at www.gvsu.edu/gs/gradfaculty. Access to the policies and the electronic application forms can also be found on this page.

Graduate Assistantships 2019-20

The Graduate School oversees the graduate assistantship program at GVSU. Our primary role is to ensure that hiring departments adhere to the Graduate Assistantship (GA) Policy, to verify student eligibility for holding a GA position, and to ensure that funds allocated for graduate assistantships are appropriately utilized. We serve as a liaison between the appointing departments and Financial Aid and Student Employment on budget, payroll, and tuition issues, offer advice and guidance to faculty and staff who administer GA appointments for their units, and work with units and students to resolve problems relating to any aspect of their graduate assistantships.

Typically, GA appointments are made for the academic year, corresponding with the first day of the Fall semester and ending the last day of finals week at the end of the Winter semester. Some units maintain a number of extended positions (10-month and 12-month). Extended positions are mostly utilized by units that need assistance beyond the regular academic year, such as the Office of Financial Aid and Housing. Some appointments are made semester-by-semester. Spring/Summer appointments are considered to be separate positions from the academic year.

In 2019-20, TGS reviewed and approved the following full time (1.0 FTE, 20 hrs. per week) and half time (.5 FTE, 10 hrs. per week) graduate assistant appointments:

- **Academic Year:**
 - 107 full time
 - 104 half time
- **10-Month Extended:**
 - 40 full time
 - 0 half time
- **12-Month:**
 - 4 full time
 - 9 half time
- **Semester-by-Semester:**
 - Fall 2019 -**
 - 22 full time
 - 34 half time
 - Winter 2020 -**
 - 16 full time
 - 65 half time
 - SS 2020 -**
 - 6 full time
 - 12 half time

Special Projects Graduate Assistantship Positions 2020-21

TGS provides funding for special project GAs to departments, units, and faculty that demonstrate a specific need. Criteria used for awarding special project GAs are: the impact of the project on the academic mission of the university, the project's congruence with the university's mission and vision and the objectives of the Strategic Plan, the roles and responsibilities for the requested GA were appropriate for a graduate student and congruent with a degree program or a set of skills required in an academic discipline, and evidence that the need could not be met through other budget processes.

Fifty faculty/staff members submitted proposals for special projects GAs for the 2020-21 academic year. Of those, 22 full-time (1.0) positions for 1 academic year were awarded, and 6 half-time (.5) positions for 1 academic year were awarded.

Table 3 on the following page offers a full report of Special Project GAs awarded for the 2020-21 academic year.



Table 3: Special Project Graduate Assistantship Positions approved for 2020-21

College/Department	Position Title
College of Community and Public Service	
Criminal Justice	Research & Support GA (1.0)
Criminal Justice	Research GA for Higher Education of Incarcerated & Returning Citizens (1.0)
Criminal Justice	Protection of Children's Rights Against Forced Separation GA (.5)
College of Education	
Education Foundations	Retention Research GA (1.0)
College of Health Professions	
Clinical Dietetics	Accreditation Preparation and Program Marketing GA (.5)
Public Health	LoWellness Health Education Project GA (.5)
College of Liberal Arts and Sciences	
Applied Linguistics	Applied Linguistics GA (1.0)
Annis Water Resources Institute	Research GA for Ecological Condition of Boardman River (1.0)
Biology	Research GA for Pest Insect Species in Bats' Diet in Southern MI Apple Orchards (1.0)
Biology	Research Assistant for Genetic Differentiation & Thermal Tolerance (1.0)
Biology	Research Assistant for Blanding's Turtle Habitat Selection & Connectivity Research (1.0)
Biomedical Sciences	Lab & Research Assistant (1.0)
Cell and Molecular Biology	Course-Based Undergraduate Research Experience (CURE) in CMB GA (1.0)
CLAS Dean's Office	Snowshoe Hare Population Connectivity in Fragmented Habitat GA (1.0)
Natural Resources Management	Lab Safety GA (1.0)
Psychology Dept.	Peer to Peer Mentoring and Tutoring GA (.5)
Statistics	Statistical Consulting GA (1.0)
Statistics	WWI Women's Defense Council Cards (1.0)
Writing Department	Virtual Internships Research GA (.5)
Enrollment Development	
Information Technology	eLearning Accessibility and Universal Design GA (1.0)
Padnos College of Engineering and Computing	
School of Engineering	Electromagnetic Compatibility Research GA (1.0)
School of Engineering	Undergraduate Education Modeling GA (1.0)
School of Engineering	Vibrations Lab Development GA (.5)
Provost Office	
Art Gallery/Computing & Info Systems	Augmented Reality Researcher (1.0)
Provost Office	Student Success GA (1.0)
Seidman College of Business	
Family Owned Business Institute	FOBI Research GA (1.0)
University Libraries	
Library	Virtual Knowledge Market Assessment Specialist (1.0)
Vice Provost for Health Office	
Vice Provost for Health	Facilitating Interprofessional Academic Standards GA (1.0)

Graduate Student Events and Programs

Academic Conference Fund

The Graduate School administers the Academic Conference Fund for graduate students to provide grants (\$600 for domestic travel and \$800 for international travel) for presentations at academic conferences. Students must be the primary presenter of research at a professional conference, or whose creative work is accepted for an exhibition or performance at a recognized event.

The application is submitted along with a brief budget, evidence of acceptance to the conference, and a letter of reference from a faculty member who can attest to the quality of the student's work or the academic benefit of attending the conference/meeting. Students must be in good standing with the University and should be either current graduate students or recent graduates whose research was accepted for presentation prior to graduation.

Table 4: 2019-20 Academic Conference Fund Facts

Applications Received	33
Applications Approved	31
Total Dollars Approved	\$15,142.00

Awards by College/Department:

College of Community and Public Service	
Criminal Justice	3
College of Education	
College Student Affairs Leadership	1
Educational Leadership	1
College of Liberal Arts & Sciences	
Biology	4
Biomedical Sciences	4
Communications	1
English	1
College of Health Professions	
Public Health	7
Occupational Therapy	2
Kirkhof College of Nursing	
Doctor of Nursing Practice	2
Padnos College of Engineering & Computing	
Engineering	3
Health Informatics and Bioinformatics	1
Seidman College of Business	
MBA	1

Graduate Presidential Research Grants

The Graduate School administers the Graduate Presidential Research Grant program. Grant awards up to \$1,500 are provided to graduate students to support their research endeavors. Students must be degree-seeking, and the research must be tied to completion of some aspect of their graduate degree. Usually, these grants will be in support of research undertaken for purposes of the completion of a dissertation, thesis, or final scholarly project.

Students submit an application with a detailed budget, description of their research, and a letter of support from their major advisor or research advisor. Applications are reviewed by a committee comprised of the Dean of The Graduate School and faculty members representing a cross-section of disciplines. Grants are competitive, therefore not all applicants will receive an award. Faculty reviewers for 2019-20 included:

- Dr. Shannon Biros, College of Liberal Arts and Sciences
- Dr. Shaunna Kelder, College of Health Professions
- Dr. Alexandra Locher, College of Liberal Arts and Sciences
- Dr. Jeffrey Potteiger, The Graduate School
- Dr. Robert Smart, College of Liberal Arts and Sciences
- Dr. Mark Staves, College of Liberal Arts and Sciences
- Dr. Laurie Stickler, College of Health Professions

Table 5: 2019-20 Presidential Research Grant Facts

The Graduate School received 29 grant applications in 2019-20. The following data refers to the 25 grants awarded for research conducted during the Fall 2019, Winter 2020, and Spring/Summer 2020 semesters.

Number of Grants Awarded
Awards in Dollars:

14 awards at \$1,500 each	\$21,000.00
1 award at \$1,493.00	\$1,493.00
1 award at \$1,475.00	\$1,475.00
1 award at \$1,432.00	\$1,432.00
1 award at \$1,427.00	\$1,427.00
1 award at \$1,299.00	\$1,299.00
1 award at \$1,084.00	\$1,084.00
1 award at \$802.29	\$802.29
1 award at \$800.00	\$800.00
1 award at \$750.00	\$750.00
1 award at \$540.00	\$540.00
1 award at \$200.00	\$200.00

Total Awards:

25 Awards **\$32,302.09**

Number of Awards by College/Department:

College of Education	
• Higher Education	1
College of Liberal Arts & Sciences	
• Biology	12
• Biomedical Sciences	4
• Cell and Molecular Biology	1
Kirkhof College of Nursing	
• Doctor of Nursing Practice	5
College of Health Professions	
• Public Health	2

Graduate Student Association 2019-20 Annual Report

The GSA strives to promote interdisciplinary communication and collaboration in order to enhance a holistic graduate student experience. By fostering the development of the graduate student community at Grand Valley State University, graduate students will develop academically, intellectually, professionally, and socially.

In 2019-20, the GSA accomplished this by hosting a number of events to bring graduate students in all disciplines and programs together for a shared experience. Events included:

- Fall Welcome Picnic, which was held in the Daniel and Pamella DeVos Foundation Courtyard at the Seidman Building.
- GSA Night at the Grand Rapids Griffins, Van Andel Arena, in November 2019. A March 2020 event was planned but had to be canceled due to the COVID-19 pandemic.
- Fall dinner with registered graduate student organization officers.
- Finals Foodfest at the end of the Fall 2019 semester. Events were held on the Health Campus and Allendale Campus to accommodate graduate students taking final exams at those locations.

The GSA approved changes to the funding bylaws to increase award amounts to individual students and also worked on changes to the GSA organization bylaws.

The GSA joined the National Association of Graduate and Professional Students.

The GSA Funding Board approved funding for over 150 students for travel to professional conferences and provided funds for on-campus social and professional development events for registered graduate student organizations.

The GSA provided financial support in the following ways:

- Refreshments at The Graduate School's thesis/dissertation workshops,
- Provided the prize money for the 3MT competition's 1st, 2nd, and 3rd place winners,
- Contributed funds to support Student Life Martin Luther King Day campus events,
- Contributed funds to the PowWow sponsored by Student Life.

Campus-Wide Events

3-Minute Thesis Competition

The Graduate School hosted GVSU's fifth annual 3-Minute Thesis (3MT) competition on February 12, 2020. Students presented their independent research in exactly three minutes with the aid of one static PowerPoint slide. A panel of faculty judges from a variety of disciplines at GVSU evaluated the competitors and determined the winner.

The GVSU faculty who served on the 2020 3MT judging panel included:

- Dr. Andrew Booth, College of Health Professions
- Dr. Neal Buckwalter, College of Community and Public Service
- Dr. James Dunn, College of Liberal Arts and Sciences
- Dr. Brian Hatzel, College of Liberal Arts and Sciences
- Dr. Libby MacQuillan, College of Health Professions
- Dr. Wendy Reffeor, Padnos College of Engineering and Computing
- Dr. Steven Smith, College of Community and Public Service
- Dr. Gregory Warsen, College of Education
- Dr. Janet Winter, Kirkof College of Nursing

Dr. Len O'Kelly from the School of Communications served as the competition's MC.

Fourteen students participated in the competition and the top three students were announced at the end of the event. Audience participation ballots were also tabulated to determine a "People's Choice" winner. The students recognized at the event were:

People's Choice (Laker Store Gift Basket): Dami Olufosoye, Public Health (MPH)

Third Place (\$100 winner): Hannah Groeber, Biomedical Sciences (MHS)

Second Place (\$250 winner): Michael Stratton, Engineering (MSE)

First Place (\$500 winner): Afo Odhu, Nursing (DNP)

Originally, the first-place winner was to travel to the Midwestern Associate of Graduate Schools annual conference in April 2020. The conference was canceled due to the impact of the COVID-19 Pandemic. Students were able to submit a video of their presentation to MAGS for consideration in September 2020. Winners of the MAGS Regional 3MT Competition will be announced in October 2020.

Graduate Showcase 2020: Tomorrow's Innovators Today

The Graduate Showcase is typically an event co-sponsored by the Graduate School and the Center for Scholarly and Creative Excellence. Due to the impact of the COVID-19 Pandemic, the event was not held in 2020. Student scholars from a variety of programs still submitted abstracts and received an acknowledgement of participation.

The University Library assisted updating the event page on ScholarWorks to house current and previous years' programs and student abstracts. All abstracts from 2011-20 are available online at <http://scholarworks.gvsu.edu/gradshowcase/>.



Table 6: Graduate Showcase Participants and Posters

Program	Student(s)	Title
Biology	Matthew E. Allen	Farm to Forest: A Multivariate Approach to Understanding Stream Habitat and Stressor Impacts on Coldwater Designation in a Lake Michigan Tributary
Biology	Jefferey A. Heise	Carbon Sequestration in a Restored West Michigan Oak Savanna: Implications on Management Practices
Biomedical Sciences	Kristi Ruvina	The Unmasking Of Aggressive Chemosignaling Via the Crayfish Model: An In-Depth Urinalysis using HPLC
Biostatistics	Isabelle A. Pokora	Montcalm Care Network Biostatistics Internship: Self-Assessed Health Status Analysis
Biostatistics	Kylie A. Springer	Henry Ford Health System Biostatistician Internship
Cell and Molecular Biology	Stefanos D. Apostle	"I Did RNA-Seq, Now What?": Applications and Examples of Gene Set Enrichment Analysis (GSEA)
Cell and Molecular Biology	Mark J. Cunningham	Investigating MicroRNA MIR-34B and MIR-34C Expression in a Parkinson's Disease Cell Line Model
Cell and Molecular Biology	Joshua A. Grey	Targeted Dinucleotide CPG Methylation in a Uterine Fibroid Cell Line
Cell and Molecular Biology	Joanne E. Thompson	The Role of Late Embryogenesis Abundant (LEA) Protein 6 in Desiccation Tolerance in Arabidopsis thaliana Seeds
Clinical Dietetics	John D. Skelton	Food Insecurity Among Elementary School Students of Michigan's Marquette County
Clinical Dietetics	Emily J. Welles	Self-Reported Confidence in Treating Disordered Eating: Michigan Registered Dietitian Nutritionists
Communications	Elizabeth M. Kheder	All Women Are Equal but Some Women Are More Equal Than Others: Pseudo-Feminist Orientalism in Film
Criminal Justice	Kayla M. Bates	The Impact of Trauma and the Use of Trauma-Informed Programming Within a Correctional Facility
Criminal Justice	Chase (Skyler) Christenson	Intimate Partner Violence: A Focus on the Offender
Education: Instruction and Curriculum	Heather Minniebo	The Benefits of Studio Thinking for Middle School Students Beyond the Visual Arts Classroom
Education: Literacy Studies	Megan M. Rodgers	Reading Motivation and Engagement: Integrating Competency-Related Beliefs and Literacy Instruction in English Language Arts
Education: Literacy Studies	Jennifer R. Slack	Student Motivation and the Growth Mindset: Addressing Gaps Between Research and Practice for the Everyday Teacher
Education: Literacy Studies	K. E. Merriott	Preparing Teachers for Culturally Responsive Practices with Culturally and Linguistically Diverse Student Populations
Engineering	Prem Bikram Singh Basnet	FPGA-Driven Digital Signage
Engineering	Pratik Shrestha, Binayak Subedi, and Megan E. Girard	Wireless Communication Between FPGA and Microcontroller
Nursing, DNP	Andrea L. Giffel	A Quality Improvement Project to Improve Financial Sustainability and Efficiency of Home Palliative Care
Nursing, DNP	Laura N. Love	Self-Monitoring of Blood Pressure in Community-Dwelling Senior Adults
Physical Therapy	Christopher J. May	Meniere's Disease and Concurrent Benign Paroxysmal Positional Vertigo (BPPV) in an Older Adult: A Case Report
Public Administration	Garrett J. Jacobs	Idea Generation and Innovation in the Public Sector: Idea Machines and Civic Participation Platforms
Public Health	Katherine M. Busen	Recreational Physical Activity, Adjuvant Hormonal Therapy, and Comorbidities in the African American Breast Cancer Long-Term (AABL) Survivorship Study
Public Health	Gabrielle N. Roux	An Assessment of Emergency Preparedness and Disability Training in Physician Assistant Programs and Medical Schools in the Midwest
Social Work	Caitlin M. Brown	An Examination of Religious Institution Involvement in Trauma Recovery

Graduate Student Celebration

The Graduate Student Celebration and Dean's Citations for Academic Excellence event is usually held at the end of the Fall and Winter semesters of each academic year to recognize the academic excellence of graduate students at GVSU.

The evening traditionally begins with a reception for graduate students and their families, and includes faculty and staff who are involved with graduate education at GVSU. The reception is followed by an award ceremony where students are honored for their outstanding work at GVSU.

A professional photographer takes photos of each student receiving his or her award, group photos of each award category, and a final group photo of all award recipients. Photos are provided digitally to each student as a keepsake.

Due to the impact of the COVID-19 Pandemic, the Winter 2020 event, originally scheduled for Friday, April 17, was canceled. Instead, the program was published online so that students could be recognized for their achievements. Their certificates and honors cords were sent via U.S. Mail.

Table 7: Graduate Student Celebration Facts: Fall 2019

Date Held	December 6, 2019	April 19, 2019
Location of Event	Hager Lubbers Exhibition Hall & Loosemore Auditorium	Hager Lubbers Exhibition Hall & Loosemore Auditorium
No. of Attendees	170	200
Conference Services	\$3,591.18	\$3,553.68
Photographer	\$200.00	\$230.00
Program Printing	\$939.80	\$1,041.30
Total Cost of Event	\$4,730.98	\$4,824.98

Graduate Dean's Citations for Academic Excellence

The Graduate Dean's Citations for Academic Excellence include awards for Excellence in a Degree Program, Outstanding Dissertation, Outstanding Master's Thesis, Outstanding Final Project, Outstanding Publication, Service to the Community or Profession, Leadership and Service to GVSU, Promoting Inclusion and Diversity at GVSU, and Excellence in Sustainability.

Faculty members and graduate program directors nominate graduate students in their disciplines that are at or near degree completion. Students are nominated for excellence in the program based on grade point average, outstanding performance in coursework, academic skills that exceed the average for written assignments, projects, service, and exceptional leadership.

Students receiving awards for Service to the Community or Profession, Leadership and Service to GVSU, Promoting Inclusion and Diversity at GVSU, and Excellence in Sustainability have demonstrated active leadership, outstanding service, innovative thinking, and represented GVSU's core values in a way that has made a positive impact on the community or university.

Awards for Outstanding Dissertation, Master's Thesis, Final Project, and Publication are given to students whose work is of publishable quality, or whose research is on a topic of exceptional significance to the profession or discipline. Excellence in design, analysis, discussion and presentation are evident. Winners of awards for 2019-20 can be found online at <http://www.gvsu.edu/gs/graduate-deans-citations-for-academic-excellence-32.htm>.

The Graduate Student Association (GSA) co-hosts this event. Graduate students at or near degree completion are encouraged to submit nominations for outstanding faculty members. The GSA Executive Board selects the recipients of the Faculty Mentor, Kimboko Inclusion, and Teaching awards. Those faculty members are invited to the awards ceremony and presented with a certificate from the current GSA president.

Table 8: Dean's Citations Awards 2019-20

Dean's Citation Award Category	Fall 2019	Winter 2020
Academic Excellence in a Degree Program	18	17
Outstanding Doctoral Dissertation	N/A	N/A
Outstanding Master's Thesis	3	1
Outstanding Final Project	7	8
Outstanding Publication	1	1
Excellence in Service to Community or Profession	10	6
Excellence in Leadership and Service to GVSU	5	4
Excellence in Promoting Inclusion and Diversity at GVSU	1	1
Excellence in Sustainability	2	1
MAGS Thesis Nominees	2	N/A
3-Minute Thesis Winner	N/A	1
GSA Faculty Mentor*	5	3
GSA Kimboko Inclusion*	N/A	N/A
GSA Outstanding Teaching*	2	3

*Awards presented by the Graduate Student Association

New Graduate Student Orientation

The New Graduate Student Orientation is a joint endeavor between The Graduate School, Office of Admissions, and Pew Student Services. Steven Lipnicki, Assistant Dean of Students, and Tracey James-Heer, Associate Director of Admissions, provide leadership in planning and coordinating the event and working with all constituents to ensure the event runs smoothly and that graduate students' needs are met.

The event is held in the Hager-Lubbers Exhibition Hall and Charles W. Loosemore Auditorium in the Richard M. DeVos Center on the Grand Rapids Pew Campus. Fall orientation was held on Wednesday, August 12, 2019. Two general information sessions in the auditorium were offered to accommodate the large number of attendees. The Winter 2020 orientation was held on Thursday, January 2, 2020. The Spring/Summer 2020 orientation was canceled due to the State of Michigan Stay Home Stay Safe Order to prevent the spread of the COVID-19 virus. Instead, new graduate students were provided with links to online information for a virtual orientation.

For the Fall 2019 and Winter 2020 orientations, a campus resource fair was held in the Exhibition Hall. The resource fair featured representatives from over 20 support departments and organizations and included optional hands-on computer access and library resource sessions.



Costs for each event were:

Semester	Fall 2019	Winter 2020
Costs	\$242.88	\$185.88
Attendance	229	43

Graduate Assistant Orientation

The Graduate Assistantship Policy, Section 1.09.B in the Faculty Handbook, requires that all graduate students awarded a Graduate Assistantship must complete an orientation that explains Graduate Assistant rights and responsibilities.

The Graduate School held three New Graduate Assistant Orientation sessions prior to the beginning of the Fall 2019 semester. In the Winter 2020 semester, two GA orientation sessions were held for new graduate assistants starting their appointments during that term. Students who were unable to attend any of the orientation sessions were required to meet with TGS staff individually.

Attendance:

Fall 2019:	122
Winter 2020:	58



Graduate Communications

Graduate Education Publications

- **Advising Handbooks**

The Graduate School publishes both a faculty/staff and a student advising handbook. Each handbook contains advising best practices, expectations of quality advising, and resources for students and faculty. Both versions are available for download at www.gvsu.edu/gs/manual.

- **Graduate Faculty & Graduate Director Handbooks**

The Graduate School creates two separate handbooks, one for general graduate faculty and one specifically for graduate program directors. Both handbooks are designed to assist faculty members with a variety of duties, including recruitment, enrollment management, application review and admission, academic processes, and graduation audits. These handbooks are available for download at www.gvsu.edu/gs/resources-for-faculty-staff-59.htm.

- **Graduate Student Guidebook**

The Graduate School reaches out to individuals and departments annually to gather policies, resources, and helpful suggestions to enhance the quality of graduate student's experience at GVSU. Included in the guidebook are facts about the campus, department contacts, advice for guidance and resources, and program options. The guidebook supplements the standard university resources, such as the University Catalog, Schedule of Classes, and websites. The Graduate Student Guidebook is available for download at: www.gvsu.edu/gs/guidebook.

- **Policies and Procedures Manual**

The Graduate School publishes the Graduate Education Policies and Procedures Manual annually in an effort to provide support to graduate education at Grand Valley State University and to serve as a comprehensive guide to graduate education policies and procedures for faculty, staff, and students at GVSU. The Policies and Procedures Manual is available for download at www.gvsu.edu/gs/manual.

- **Thesis and Dissertation Guidelines**

The Graduate School annually publishes a manual that defines the procedures for creating and submitting a master's thesis or doctoral dissertation at Grand Valley State University. This manual along with document templates are available for download at www.gvsu.edu/gs/forms.

The Graduate School Podcast Series

In an effort to provide prospective and current graduate students with more efficient ways to learn about GVSU's graduate programs, TGS made the decision during the 2016-17 academic year to create a series of podcasts. These podcasts intend to cater to prospective students who are often commuting, as they can listen to them "on the go."

These 3 -7 min podcasts individually outline all graduate programs and graduate certificates at GVSU. The Graduate School now has podcasts for masters, doctoral, certificate, and combined degree programs which provide an overview of the admissions processes, degree requirements, curriculum structures, and distinguishing qualities of each program. The podcasts are recorded by a graduate assistant in The Graduate School office, edited, and uploaded to the TGS website.

As of Spring/Summer 2020, podcasts have been created for all master and doctoral programs, combined degree programs, and graduate certificate programs. TGS has also began a new podcast initiative to create individual podcasts for the different emphases within programs in order to provide more details to prospective students that is targeted to their interests. The Graduate School is continually recording and updating podcasts as new programs and program changes arise.

6 in 60: The Graduate School Newsletter

Throughout the 2019-20 academic year, the Graduate School continued to use the cost-free EMMA software system supported by Institutional Marketing for the 6 in 60 newsletter. The newsletter content regularly highlights graduate education activities at GVSU, including important dates and deadlines, opportunities for graduate students, news and events from the Graduate Student Association, and graduate student success stories. The newsletter is distributed via email to over 1,000 faculty and staff, as well as to all enrolled graduate students. Recent newsletters are available online at www.gvsu.edu/gs.

"Grad News: Headlines from Across the Nation" Newsletter

The Graduate School has continued this newsletter to highlight graduate education related news from across the country.

The Graduate School uses the cost-free EMMA software system supported by Institutional Marketing to distribute this newsletter. Stories include the addition of programs, program changes, and program recognition. This newsletter is sent to approximately 130 recipients including members of the Provost Cabinet, Graduate Program Directors, Graduate Department Chairpersons, Academic Deans, and members of the Graduate Council.

The Graduate School Website

The Graduate School website serves as the central location for information on all issues related to graduate education for future and current students, as well as faculty and staff. The Graduate School also supports website design and development for new graduate programs, and aids in updating graduate program pages and department websites to keep information current, relevant, and accessible.

The Graduate School created a goal to feature at least one student success story per month and increased efforts to reach students from a variety of graduate programs. This goal was exceeded with 14 student success stories published during the 2019-20 academic year.

Website Facts July 1, 2019 to June 30, 2020

Selected Graduate School website data are provided below:

- Total page views: 224, 911
- Total unique users who visited the Graduate School website: 60,549
- Total number of new users on the Graduate School website: 22,550

Top 10 Pages Visited:

1. The Graduate School Homepage
2. Master and Doctoral Degree Programs
3. Graduate Programs – Graduate Degrees and Certificate Programs
4. Graduate Assistantships – Job Openings
5. Graduate Assistantships – Student Information and Resources
6. Graduate Degrees, Certificates, and Combined Degree
7. Graduate Student Resources
8. Combined Degree Programs
9. Graduate Assistantships – What is a Graduate Assistantship?
10. The Graduate School Podcast Series

The Graduate School at GVSU: Facebook

As of July 2020, The Graduate School at GVSU Facebook page had 798 Likes and 814 Followers. Posts to the page generally have an average total reach of approximately 150 people, depending on the content. The Graduate School Facebook page has been used to actively promote events such as New Graduate Student Orientation, Thesis and Dissertation Workshops, and the 3-Minute Thesis Competition. Other posts include links to articles related to professional development, career guidance, financial advice and support, and news about the GVSU or Grand Rapids communities. Campus and event photos are also featured regularly.

The Graduate School Facebook page can be found at: <https://www.facebook.com/GVSUGradSchool>



Graduate Leadership

Graduate Council

Full Graduate Council

Total number of meetings: 8 regular meetings, 6 executive committee meetings

Average number of attendees per meeting: 15 elected members, 8 ex-officio members

Avg. cost per meeting: \$71.00

Topics/Decisions: The Graduate Council voted on a number of new or revised graduate policies as reflected in the Graduate Council chair's annual report to the University Academic Senate (following this section). Other items included travel and risk acknowledgment for academic conference fund recipients; graduate program marketing using EMSI; marketing graduate programs to adult learners via EAB; graduate student engagement in the grad exit survey, campus climate survey, and teach-in; discussion of services provided to graduate students via the Division of Student Affairs; planning for restrictions and enrollment in the wake of COVID19.

The Graduate Council completed graduate program reviews on the graduate programs in Biology, Criminal Justice, Educational Technology, English, Literacy Studies-Reading/Language Arts, Nursing Practice, Public Health, and Literacy Studies-TESOL.

Graduate Council Curriculum and Program Review Subcommittee

Total number of meetings: 10

Average number of attendees per meeting: 7 elected members, 3 ex-officio members

Topics/Decisions: Curriculum logs reviewed included one new program proposal, 5 program change proposals, and 2 new certificate programs. The GC-CPR also led the graduate program review process, and held meetings with the external reviewers during each site visit.

Graduate Council Policy Subcommittee

Total number of meetings: 8

Average number of attendees per meeting: 7 elected members, 5 ex-officio members

Topics/Decisions: proposed or revised 4 policies, initiated discussion on standardizing terminology for concentrations, tracks, and emphases, and submitted a recommendation for graduate student funding to remain unchanged.

Graduate Council 2019-20 Annual Report

Prepared by: Andrea Bostrom, Chair

Graduate Council Faculty, Student, Administrative Members, and Ex-officio members:

D. Balfour (CCPS, Vice-Chair of Graduate Council), A. Bostrom (KCON, Chair of Graduate Council), W. Burns-Ardolino (BCOIS), A. Campbell (CLAS), X. Cao (PCEC—fall semester only due to teaching assignment), S. Choudhuri (PCEC, Chair of Graduate Council Policy Subcommittee), D. Conrad (KCON, winter semester after completion of sabbatical), I. Fountain (administrative), B. Harvey (UL), T. James-Heer (ex-officio), J. Jeffries (UL), C. Karasinski (CHP), S. Lipnicki (ex-officio), M. Luttenton (ex-officio), K. Ozga (CHP), E. Nichols (CCPS), R. Niu-Cooper (COE), J. Palm (administrative), L. Pickett (COE), J. Pope (SCB), J. Potteiger (ex-officio), P. Ratliff-Miller (SCB), E. Schendel (ex-officio), M. Staves (CLAS, Chair of Graduate Council Curriculum and Program Review Subcommittee), G. Tusch (PCEC), M. VanderKooi (KCON—covering for D. Conrad fall sabbatical), D. Vainner (ex-officio), P. Wells (ex-officio), J. Wendland-Liu (BCOIS).

Graduate Council Student Members: C. Lunn (President, GSA; member of GC-CPR)

Ex-Officio Students Attending: A. Filkins, and C. Jaskiewicz

The Graduate Council (GC) convened on September 6, 2019 and met a total of six times in person through the end of February 2020. Two meetings in March and April were held virtually due to the COVID-19 face-to-face limitations. Because the GC addresses policy issues and reviews graduate curriculum proposals and implements program reviews, members of the GC also serve on either the Graduate Council Curriculum and Program Review Subcommittee (GC-CPR, Mark Staves, Chairperson) or the Graduate Council Policy Subcommittee (GC-PC, Shabbir Choudhuri, Chairperson). With each college sending two faculty members to GC, each college is represented on both subcommittees. The GC-CPR and GC-PC generally meet twice each month in addition to regular GC meetings. After the end of February 2020, subcommittee meetings were held virtually. The GC-CPR subcommittee reviewed program changes for the Masters of Science in Nursing, a Post-MSN Health Systems Leadership DNP, MIS-CIS, School Psychology, Doctor of Audiology, Applied Linguistics, and the Master of Social Work; new certificates in advanced

practice mental health nursing, TESOL, and Interprofessional Health Informatics; and a new program—Master of Science in Recreational Therapy. The GC-CPR initiated program reviews for eight programs this academic year, including Biology, Criminal Justice, Educational Technology, English, Nursing DNP, Public Health, Reading/Language Arts, and TESOL. All assurance documents, external review meetings, and external review reports are completed. GC-CPR team summary reports are completed for four of the seven programs at the time of this writing. All will be completed and approved prior to sending the reports to the Provost this summer. The GC-PC has reviewed issues and created policies related to final projects as culminating experiences, uniform course numbering, converting professional learning into graduate credit, and converting micro-credentials into graduate degree credits. The GC-PC also reviewed and wrote a memo regarding stipends for graduate assistants.

The GC received a memo from the ECS that set a general agenda for the 2019-2020 academic year. More specifically, the GC was charged with several tasks in that memo. The efforts of GC related to these charges are summarized below.

1. Graduate assistant funding

Examine the current practices of awarding stipend to selected Graduate Assistants. Please share your findings with the ECS along with any committee recommendations.

Allocation of GAs remains primarily an administrative procedure with guidance from GC and adjustments in allocation has occurred based on feedback from GC. GC will explore the best way to compile this information for review and recommendations. When the eight current program reviews are added to those completed in the last two years, we will have narrative information regarding the need for and use of graduate assistants to further inform this issue.

2. Review of graduate programs

Review the history of faculty workload related to graduate and undergraduate course load and make recommendations to ECS.

These data have not been collected for a long time. GC plans to review the best way to collect and display this information for analysis and any new recommendations; however, this was interrupted by the COVID-19 events.

3. Uniform Course Numbering System

Review the descriptions for graduate course numbering and make recommendations for revised descriptions as needed.

The course numbering system has been reviewed and a policy was forwarded and approved by ECS, UAS, and forwarded to the Provost.

4. Other policies as needed.

The following policies were written, forwarded to, and approved by ECS and UAS:

Policy for Project used as a Culminating Experience
Policy for Converting Professional Learning into Graduate Credit
Policy for Converting Micro-Credentials into Graduate Degree Credit

Graduate Program Directors (GPD) Group

The GPDs meet monthly with the Dean of The Graduate School to review issues, policies, and procedures affecting graduate education at GVSU.

Total number of meetings: 5 regular meetings, 1 special meeting with presentation by EAB representative

Average number of attendees per meeting: 44

Major initiatives and discussions in which the GPDs participated in 2019-20 included:

- Working with International Recruiting Agents
- Marketing and Advertising Graduate Programs Using EMSI
- Graduate Program Web Design Enhancements
- Applied/Admitted/Enrolled Reports
- Graduate Exit Survey
- Marketing Across the Student Life Cycle
- EAB Presentation
- Graduate Program Director Strategies
- International Student Assistance
- Strategies to Manage Changes Due to COVID-19

The Graduate School Information and Activities

The Graduate School – Financial Support

Periodically, The Graduate School provides financial support to units, programs, events, and individuals for travel, conference registration, and other matters relating primarily to graduate education. In fiscal year 2019-20, our office supported the following endeavors:

Table 9: The Graduate School External Financial Support

PSS Luncheon	\$200.00
Student Assistance Fund	\$2,157.40
Van Andel Institute Undergraduate Science Conference	\$200.00
Total Support	\$2,557.40

Institutional Memberships

The Graduate School covers the cost of institutional memberships in the following organizations:

Table 10: Membership Support

Council of Graduate Schools	\$5,749.00
Midwestern Association of Graduate Schools	\$250.00
Total Support	\$5,999.00



The Graduate School Staff

Jeffrey Potteiger, Dean of The Graduate School

Dr. Jeffrey A. Potteiger joined Grand Valley State University in July of 2010 and is a professor in the Department of Movement Science. He received his Ph.D. from Auburn University, his M.S. degree from McDaniel College, and his B.S. degree from Indiana University of Pennsylvania.

Dr. Potteiger has been a faculty member at Indiana State University, the University of Kansas, Virginia Commonwealth University, and Miami University. Dr. Potteiger has served in university administrative roles as a laboratory director, graduate program director, department chairperson, dean, and associate provost for research.

Dr. Potteiger began his professional career as a public school teacher in Pennsylvania before becoming involved in education at the university level. He has over 100 published research articles, books, and book chapters much of which has involved work with students. Dr. Potteiger recently published the 3rd edition of the textbook titled ACSM's Introduction to Exercise Science. His broad research interest is in how physical activity and nutrition influence health and disease. Much of Dr. Potteiger's recent research activity has been focused on the role of exercise and dietary intake on the use of carbohydrates and fats by the body.

In addition to his role as Dean of the Graduate School, Dr. Potteiger serves as the GVSU Authorizing Institutional Official for all research activities and as the university Research Integrity Officer. Dr. Potteiger contributes to his profession by serving on the editorial boards of several journals and as a leader in the American College of Sports Medicine.

Mark Luttenton, Associate Dean of The Graduate School

Dr. Mark Luttenton became a faculty member at GVSU in August 1989 and is a Professor of Biology and Associate Research Scientist in the Annis Water Resources Institute. He earned a B.S. in Biology with a minor in chemistry from Central Michigan University (1977), an M.S. in Biology from University of Wisconsin-LaCrosse (1981), and received a Ph.D. in Aquatic Ecology from Bowling Green State University (1989). He joined The Graduate School in Winter 2016.

Dr. Luttenton began his teaching career in 1977 at the Toledo YMCA outdoor education center. Prior to joining GVSU, he taught at East Carolina University and Findlay College. Since

joining GVSU, he has taught over a dozen different courses covering a wide range of topics, and was recognized as the 2006 Outstanding Educator by the GV Alumni Association. In addition to his teaching duties at GVSU, he has served as Acting Biology Department Unit Head, Acting Director of the Annis Water Resources Institute, and served for 14 years as the Biology Graduate Program Coordinator. He has been actively involved on GVSU faculty committees, most importantly, serving 13 years on the Graduate Council, 6 of those years as chair.

Dr. Luttenton's research has covered a broad range of ecological systems ranging from small streams to the Mississippi River and from the Great Lakes to small freshwater pools in the Bahamas. He has conducted research on native and invasive plants, protozoans, invertebrates, and fish including the ecology of stream dwelling trout, trout diseases, and stream community bioenergetics. He is currently collaborating with researchers at three institutions on a study to explore the diversity of fungi found at the bottom of the Great Lakes. The research team is screening the fungi for chemicals that may destroy a range of cancer cell types, or alternatively, stimulate nerve cell growth.

Irene Fountain, Assistant to the Dean of The Graduate School

Irene Fountain has been with The Graduate School since the department was formed in 2000 as "Graduate Studies and Grants Administration." She holds a Master's degree in Public Administration from GVSU and a Bachelor's degree in Business Administration from Davenport University.

Irene serves as the dean's administrative assistant. She coordinates The Graduate School financial and operational records, organizes meetings with various constituent groups such as the graduate program directors' advisory group and the Graduate Council and its subcommittees, and keeps the official minutes and records of the Graduate Council. As the primary administrative support person for the Graduate Council, she is responsible for coordinating external reviewer site visits for programs undergoing graduate program review.

She also coordinates and administers the Graduate Presidential Research Grant (PRG) program, oversees the Academic Conference Fund (ACF) for Graduate Students, and works with the Graduate Student Association's (GSA) funding

board by assisting with the review of funding requests and approvals. She maintains the budgets and tracks expenditures for the PRG, ACF, and GSA and serves as the dean's designee for expense reimbursements.

Irene manages the graduate assistantship program, ensuring adherence to the graduate assistantship policy, communicates with constituents and coordinates assistantship appointments with Financial Aid, Student Employment, GA supervisors, and students, and organizes the New Graduate Assistantship Orientation.

Jennifer Palm, Assistant to The Graduate School

Jenn joined GVSU as a staff member in 2005 and began working with graduate studies in January 2008. She earned a Master of Science in Communications (2017) and a Bachelor of Arts in Advertising and Public Relations (2004), both from GVSU.

In The Graduate School, Jenn is responsible for department publications and major events. This includes the Advising Guidebooks, Graduate Student Guidebook, Graduate Faculty Handbook, Graduate Directors Handbook, the Graduate Policies & Procedures Manual, and The Graduate School's Annual Report. She coordinates department events such as the Graduate Student Celebration, the Graduate Showcase,

New Graduate Student Orientations, and the 3-Minute Thesis Competition.

Jenn oversees the department's social media presence, maintains the Graduate Student Blackboard group, and creates the monthly 6 in 60 newsletter. She maintains and creates content for the department webpages, including News and Information, Success Stories, Events, and resources for students, faculty, and staff. She also coordinates the department presence at internal and external recruitment events.

She is the primary contact for graduate student issues and serves as the department contact for requests for exception to university policies. Jenn assists faculty applying for Graduate Faculty Status and maintains the database of approved faculty. She also serves as the department's Thesis and Dissertation Coordinator and organizes the Thesis and Dissertation Workshops.

Jenn is approved as an Inclusion Advocate and serves as the department liaison for issues relating to inclusion and equity. She is on the leadership team of the Women's Commission affinity group at GVSU.



The Graduate School Graduate Assistants and Student Assistants

Sara Campbell, Graduate Assistant

Sara joined The Graduate School as a Graduate Assistant in May 2019. She graduated from Grand Valley in 2015 with a Bachelor of Science in Biomedical science, and a minor in chemistry.

Sara assisted with a variety of tasks, some of which included; editing department publications, creating promotional material for social media, and ensuring accessibility of documents in compliance with the Americans with Disabilities Act. Sara also assisted with department events such as the annual 3-Minute Thesis competition and several special projects.

Sara received her Master of Public Health degree in Spring/Summer 2020.

Amanda Filkins, Graduate Assistant

Amanda joined The Graduate School as a Resources and Marketing Graduate Assistant in Fall 2019. She graduated from GVSU with her a Bachelor of Science in Exercise Science degree in April 2019. She is currently pursuing the Master of Public Health program with an emphasis in Health Promotion.

Amanda has been involved in research surrounding current graduate programs at GVSU and other graduate programs throughout the U.S. She has also assisted with improving website materials and resources, as well as creating content for newsletters and other various documents. She has been the primary coordinator for social media for The Graduate School in addition to being the main source of promotion for multiple events. Amanda supported the management of events such as the Graduate Showcase and the 3-Minute Thesis Competition. She is also an active participant in the Graduate Council Curriculum and Program Review Committee.

Amanda will continue as a Graduate Assistant in the 2020-21 academic year, primarily working on survey data and reports, the TGS podcast series, and supporting department events.

Corinne Jaskiewicz, Graduate Assistant

Cori joined The Graduate School as a Graduate Assistant in Fall 2018. She earned her Bachelor of Science in Environmental Engineering from Cornell University in 2013.

Cori's work in TGS included supporting research surrounding graduate programs at GVSU and throughout the US, as well as assisting in the creation and development of electronic materials and department publications. She coordinated TGS social media platforms, the graduate podcast series, and the promotion of TGS events, such as the Graduate Showcase and 3-Minute Thesis competition. Cori also supported recruitment events and the Graduate Council Policy Subcommittee.

Cori received her Master of Science in Data Science and Analytics in Spring/Summer 2020.

Brittany Ackerman, Student Assistant

Brittany joined The Graduate School as a Student Assistant in August 2017 to maintain department databases related to graduate assistantships, graduate thesis and dissertations, and student petitions. She assisted with data entry, filing, communication with students and faculty, and special projects to help the office run efficiently. She also aided with reviewing, editing, and proofreading documents.

Brittany received her Bachelor of Business Administration degree in Finance in Winter 2020.

Long Ho, Student Assistant

Long became the Student Assistant to the Graduate School in May 2019. He is currently seeking a Management Information Systems undergraduate degree. While he is still exploring the field, he is also interested in computer science. He likes to play games, listen to K-pop music, and hang out with friends. He is also the Treasurer of Grand Valley's Vietnamese Culture Association, Co-Activity Coordinator of Asian Student Union, and Kiwanis Family Chair of Circle K International, a service club with relation to high school's Key Club.

Long joined The Graduate School to maintain department databases related to graduate assistantships, graduate thesis and dissertations, and student petitions. He assists with data entry, filing, communication with students and faculty, and special projects to help the office run efficiently.

Sarah Spencer, Student Assistant

Sarah joined The Graduate School in October of 2019. She is currently an undergraduate student at Grand Valley studying Writing with a minor in Theater. While still exploring the many facets of the field, working as a Medical Translator or as an Editor are careers she would like to pursue. She enjoys camping, spending time with friends and family, and performing.

Sarah joined The Graduate School to maintain department databases related to graduate assistantships, graduate thesis and dissertations, and student petitions. She assists with data entry, filing, communication with students and faculty, and special projects to help the office run efficiently.





The Graduate School extends its appreciation to the students, faculty, and staff who further the mission of quality graduate education at Grand Valley State University. Comments, questions, or suggestions regarding this Annual Report may be directed to The Graduate School at gradschool@gvsu.edu or (616) 331-7105.