



GRAND VALLEY  
STATE UNIVERSITY®  
THE GRADUATE SCHOOL



# Annual Report • 2023-24

## The Graduate School

Grand Valley State University

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## Executive Summary 2023-24

The Graduate School at Grand Valley State University serves as a vital partner in advancing the education and development of our students. We offer comprehensive support to students, faculty, and staff, fostering academic, professional, and personal growth. Our goal is to ensure that graduate students receive an exceptional educational experience that prepares them for lifelong learning and active participation in their professions and communities.

At GVSU, we offer 45 different graduate degree programs at the master's, specialist, and doctoral levels. We also support multiple combined degree programs as well as badges and certificates. These programs are delivered by expert faculty and staff committed to innovative, student-centered teaching practices. Built on rigorous academic standards, we offer flexible and individualized learning opportunities. GVSU graduate programs are designed to equip students with the knowledge and skills necessary for their success.

The Graduate School oversees all areas of graduate education at GVSU. This includes:

- Administration of the graduate assistantship (GA) program
- Hosting events such as: the Graduate Showcase each April, The Graduate School's Citations for Academic Excellence Ceremony in December and April, and the 3-Minute Thesis Competition in February
- Administering the Presidential Research Grants and Academic Conference Fund programs
- Facilitating New Graduate Student Orientations at the start of each semester
- Supporting the work of shared governance through the Graduate Council
- Supporting the Graduate Student Association (GSA)
- Producing the Graduate Program Director's Handbook, the Graduate Student Guidebook, and the Graduate Advising manuals
- Reviewing graduate faculty applications and maintaining a graduate faculty database
- Administering graduate education policies

One important initiative for 2023-24 academic year included the collaborative development of an artificial intelligence (AI) policy for the Graduate School, specific to the use of generative AI with dissertations, theses and projects.



## The Graduate School

### Our Mission

Support and advance excellence in graduate education and the scholarly and professional activities associated with it, while promoting a diverse, inclusive, and connected community.

### Our Vision

Excel in preparing students for tomorrow's world by offering distinctive and exemplary graduate education programs that are student and career centered, promote impactful community collaboration, and foster engaging scholarly experiences.

### Our Values

- **Critical Thought** – Our students skillfully engage in conceptualizing, analyzing, synthesizing, evaluating, and applying knowledge in their profession and community.
- **High-Impact Challenges** – Our students engage in challenging and transformative activities while engaging in a learner-centered environment.
- **Inclusion** – Our students learn in an environment that is collegial, collaborative, equitable, and inclusive.
- **Personal Capacity** – Our students develop and sustain personal initiative and maintain a culture of professionalism and integrity.

### The Graduate School Staff at Grand Valley State University for 2023-24 included:

Jeffrey A. Potteiger - Vice-Provost

Trista Bergerud - Assistant Director of Programming and Communication

Sheri DeVries - Administrative Assistant to the Graduate School

Long Ho, Jazmin Wilson, Skye Gerald, and Aruna Karkee - Graduate Assistants

Ashley Derfiny and Katelyn Keech - Undergraduate Student Assistants



# Graduate Program, Certificate, and Badge Profile: 2023-24 Academic Year

The 2023-24 academic year includes the Fall 2023, Winter 2024, and Spring/Summer 2024 semesters. For many graduate programs, students may have applied, been admitted, and/or matriculated in any of these semesters.

The Applied and Admitted columns in Table 1 represent all graduate applications received by each program, combined for the 2023-24 academic year.

The New Enrollees and Total Enrollees columns represent the combined unduplicated headcounts for Fall 2023, Winter 2024, and Spring/Summer 2024 based on official GVSU census numbers.

The Degrees Awarded column represents Fall 2023, Winter 2024, and Spring/Summer 2024.

**Table 1: Profile of Graduate Students for the 2023-24 Academic Year**

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.

| College                     | Program                        | Applied | Admitted    | New Enrollees | Total Enrollees | Degrees Awarded |            |
|-----------------------------|--------------------------------|---------|-------------|---------------|-----------------|-----------------|------------|
| Col of Ed & Comm Innovation | Criminal Justice               | 23      | 10          | 7             | 16              | 6               |            |
|                             | Educational Leadership         | 155     | 119         | 96            | 304             | 35              |            |
|                             | Educational Technology         | 8       | 6           | 3             | 26              | 7               |            |
|                             | English as a Second Language   | 41      | 37          | 31            | 52              | 9               |            |
|                             | Health Administration          | 80      | 51          | 17            | 49              | 19              |            |
|                             | Higher Education               | 113     | 67          | 42            | 77              | 15              |            |
|                             | Instruction & Curriculum       | 231     | 181         | 161           | 291             | 46              |            |
|                             | Leadership EdS                 | 27      | 18          | 13            | 45              | 10              |            |
|                             | Learning, Design, & Technology |         |             |               | 3               |                 |            |
|                             | Literacy Studies               | 60      | 56          | 49            | 110             | 26              |            |
|                             | Nonprofit Leadership           | 5       | 3           | 1             | 2               |                 |            |
|                             | Online/Blended Instr & Assess  | 5       | 2           | 2             | 2               |                 |            |
|                             | Philan & Nonprofit Leadership  | 16      | 14          | 8             | 20              | 7               |            |
|                             | Public Administration          | 88      | 43          | 21            | 71              | 24              |            |
|                             | School Counseling              | 128     | 78          | 55            | 146             | 41              |            |
|                             | Social Innovation              | 12      | 9           | 7             | 32              | 8               |            |
|                             | Social Work                    | 225     | 166         | 137           | 346             | 119             |            |
|                             | Special Education              | 128     | 109         | 96            | 219             | 23              |            |
|                             | <b>SUBTOTAL</b>                |         | <b>1345</b> | <b>969</b>    | <b>746</b>      | <b>1812</b>     | <b>395</b> |

# GVSU - The Graduate School

| College                       | Program                              | Applied     | Admitted   | New Enrollees | Total Enrollees | Degrees Awarded |
|-------------------------------|--------------------------------------|-------------|------------|---------------|-----------------|-----------------|
| Col of Lib Arts and Sciences  | Applied Behavior Analysis            | 8           | 3          | 2             | 4               | 9               |
|                               | Applied Statistics                   | 51          | 22         | 5             | 16              | 9               |
|                               | Bioinformatics and Genomics          | 5           | 3          | 3             | 3               | 1               |
|                               | Biology                              | 54          | 20         | 19            | 39              | 6               |
|                               | Biomedical Sciences                  | 58          | 16         | 9             | 27              | 6               |
|                               | Biostatistics                        | 23          | 13         | 6             | 19              | 9               |
|                               | Cell & Molecular Biology             | 38          | 20         | 11            | 29              | 14              |
|                               | Communications                       | 89          | 60         | 25            | 49              | 15              |
|                               | English                              |             |            |               | 8               | 1               |
|                               | School Psychology                    | 72          | 15         | 16            | 39              | 13              |
|                               | Water Resource Policy                | 21          | 9          | 3             | 7               | 2               |
|                               | Water Resource Policy                | 10          | 10         | 4             | 5               | -               |
|                               | <b>SUBTOTAL</b>                      | <b>491</b>  | <b>196</b> | <b>115</b>    | <b>279</b>      | <b>94</b>       |
| College of Computing          | Applied Computer Science             | 476         | 226        | 81            | 199             | 84              |
|                               | Computer Information Systems         |             |            |               | 7               | 3               |
|                               | Cybersecurity                        | 453         | 216        | 33            | 64              | 19              |
|                               | Data Science and Analytics           | 684         | 222        | 65            | 135             | 41              |
|                               | Health and Bioinformatics            | 250         | 79         | 41            | 85              | 15              |
|                               | Medical & Bioinformatics             |             |            |               | 1               |                 |
|                               | <b>SUBTOTAL</b>                      | <b>1863</b> | <b>743</b> | <b>220</b>    | <b>491</b>      | <b>162</b>      |
| College of Health Professions | Athletic Training                    | 29          | 14         | 16            | 23              | 7               |
|                               | Audiology                            | 59          | 11         | 11            | 29              | 10              |
|                               | Clinical Dietetics                   | 36          | 23         | 27            | 53              | 27              |
|                               | Medical Dosimetry                    | 95          | 24         | 24            | 25              | 17              |
|                               | Occupational Therapy                 | 119         | 46         | 59            | 133             | 53              |
|                               | Occupational Therapy DROT            | 5           | 2          | 2             | 11              | 4               |
|                               | Physical Therapy                     | 333         | 61         | 61            | 178             | 53              |
|                               | Physician Assistant Studies          | 434         | 48         | 48            | 142             | 45              |
|                               | Public Health                        | 102         | 32         | 27            | 67              | 41              |
|                               | Recreational Therapy                 | 15          | 11         | 10            | 10              | 4               |
|                               | Speech-Language Pathology            | 142         | 44         | 42            | 100             | 46              |
|                               | <b>SUBTOTAL</b>                      | <b>1369</b> | <b>316</b> | <b>327</b>    | <b>771</b>      | <b>307</b>      |
| Grand Valley State University | Non-Degree Graduate                  |             |            |               | 155             |                 |
|                               | <b>SUBTOTAL</b>                      |             |            |               | <b>155</b>      |                 |
| Kirkhof College of Nursing    | Interprofessional Health Informatics | 4           | 2          |               |                 | 2               |
|                               | Nursing DNP                          | 83          | 56         | 44            | 75              | 13              |
|                               | Nursing MSN                          | 25          | 20         | 17            | 20              | 3               |
|                               | Palliative and Hospice Care          | 2           | 2          | 1             | 2               | 1               |
|                               | Psychiatric Mental Health NP         | 4           | 4          | 3             | 5               | 2               |
|                               | <b>SUBTOTAL</b>                      | <b>118</b>  | <b>84</b>  | <b>65</b>     | <b>102</b>      | <b>21</b>       |
| Padnos College of Engineering | Engineering                          | 46          | 37         | 24            | 79              | 22              |
|                               | <b>SUBTOTAL</b>                      | <b>46</b>   | <b>37</b>  | <b>24</b>     | <b>79</b>       | <b>22</b>       |
| Seidman College of Business   | Accounting                           | 110         | 64         | 40            | 95              | 42              |
|                               | Business EMBA                        |             |            |               | 23              | 10              |
|                               | Business General                     | 67          | 58         | 37            | 116             | 49              |
|                               | Taxation                             | 3           | 2          |               | 3               | 1               |
|                               | <b>SUBTOTAL</b>                      | <b>180</b>  | <b>124</b> | <b>77</b>     | <b>237</b>      | <b>102</b>      |

Figure 1: Graduate Degree-Seeking Headcount 2013-2023

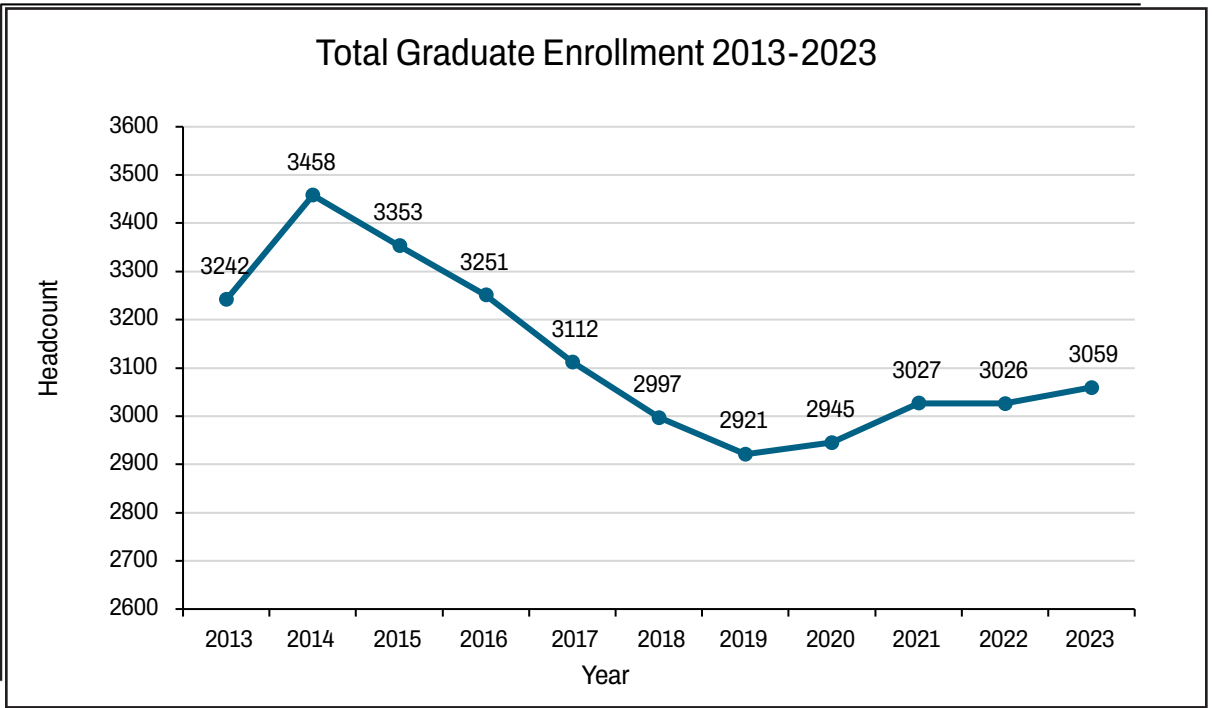


Table 2: Total Graduate Enrollment Headcount of Degree Programs by College 2013-2023

| College Of Degree Program                   | 2013        | 2014        | 2015        | 2016        | 2017        | 2018        | 2019        | 2020        | 2021        | 2022        | 2023        |
|---|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|
| Brooks College of Interdisciplinary Studies | -           | -           | -           | -           | -           | -           | 12          | 42          | 38          | 0           | 0           |
| College of Community and Public Service     | 675         | 660         | 608         | 588         | 533         | 518         | 486         | 479         | 0           | 0           | 0           |
| College of Computing                        | -           | -           | -           | -           | -           | -           | -           | -           | -           | -           | 409         |
| College of Education                        | 1104        | 1134        | 1054        | 908         | 885         | 779         | 821         | 790         | 0           | 0           | 0           |
| College of Education & Community Innovation | -           | -           | 607         | 643         | 679         | 692         | -           | -           | 1241        | 1227        | 1227        |
| College of Health Professions               | 473         | -           | -           | -           | -           | 690         | 702         | 776         | 805         | 728         | 728         |
| College of Liberal Arts and Sciences        | 172         | 202         | 225         | 261         | 271         | 270         | 262         | 256         | 279         | 214         | 251         |
| Kirkhof College of Nursing                  | 93          | 111         | 124         | 130         | 118         | 118         | 76          | 90          | 79          | 101         | 101         |
| Padnos College of Engineering & Computing   | 128         | 150         | 160         | 170         | 177         | 213         | 190         | 189         | 256         | 479         | 0           |
| Padnos College of Engineering               | -           | -           | -           | -           | -           | -           | 273         | 265         | -           | -           | 66          |
| Seidman College of Business                 | 317         | 349         | 332         | 310         | 270         | -           | -           | 212         | 219         | 211         | 211         |
| University (Non-Degree Seeking)             | 280         | 245         | 207         | 205         | 166         | 136         | 107         | 111         | 132         | 66          | 66          |
| <b>TOTAL</b>                                | <b>3242</b> | <b>3458</b> | <b>3353</b> | <b>3251</b> | <b>3112</b> | <b>2997</b> | <b>2921</b> | <b>2945</b> | <b>3027</b> | <b>3026</b> | <b>3059</b> |

\*CECI was created in 2021 and is a combination of CCPS and COE.

\* PCEC split in Spring/Summer 2024 to create PCE and CC.



## Major Initiatives

### New Graduate Programs 2023-24

During the 2023-24 academic year, no new graduate programs were approved through the university curriculum process. The total number of GVSU graduate programs is 45.

The Graduate School continues to support newly appointed Graduate Program Directors (GPDs) and assist with issues related to recruitment, admission, and enrollment in all graduate programs.

### New Combined Degree Programs

During the 2023-24 academic year, no new combined degree programs were approved through the university curriculum review process. The total number of combined degree programs at GVSU is 27.

### PACES Professional Development Program

The PACES program offers professional development opportunities for graduate students, and supports students' development in the areas of: professionalism, academic advancement, communication, engagement, and success. By participating in PACES, graduate students develop communication, interview, stress management, and financial management skills – among other critical and timely topics.

During the 2023-24 academic year, 12 sessions were hosted both in-person and virtually. One of the biggest hits was the in-person etiquette training over lunch in the University Club. We also added a focus on mental health by hosting 6 meditations session throughout the year and an additional session focused on trauma sensitive mindfulness practices. The Zoom sessions were recorded for future viewing. All recorded sessions can be found on the PACES website.



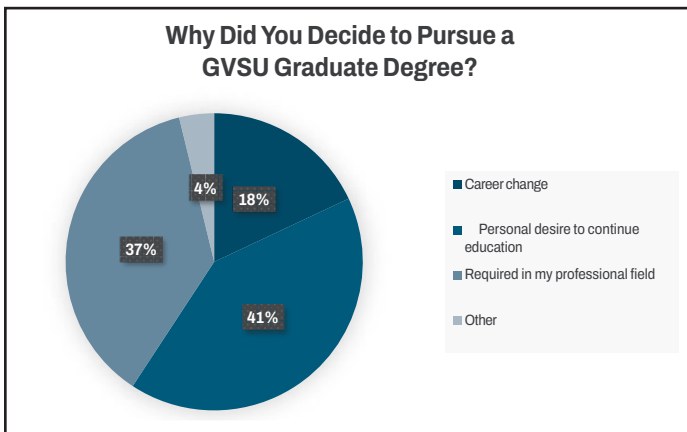
# Ongoing Activities

## Graduate Exit Survey

To evaluate and continually improve graduate education, the Graduate School administers the graduate exit survey. At the end of each academic 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 972 invitations sent to graduate students during the 2022-23 academic year, 399 (40%) completed the survey. As applicable, the data and summary reports were shared back with colleges, supporting units, and graduate programs.

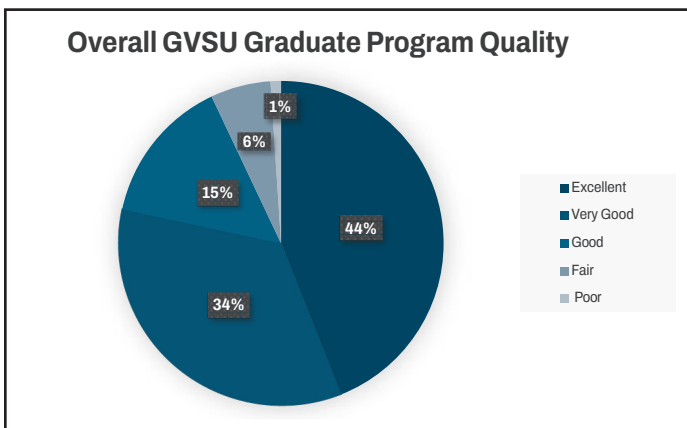
Students receiving their undergraduate degrees from GVSU accounted for 37% of the respondents. Respondents' decisions to pursue a graduate degree included career advancement goals as well as desire to continue education and requirements within specific fields (Figure 1).

**Figure 1. Students' Reasons for Pursuing a Graduate Degree at GVSU**



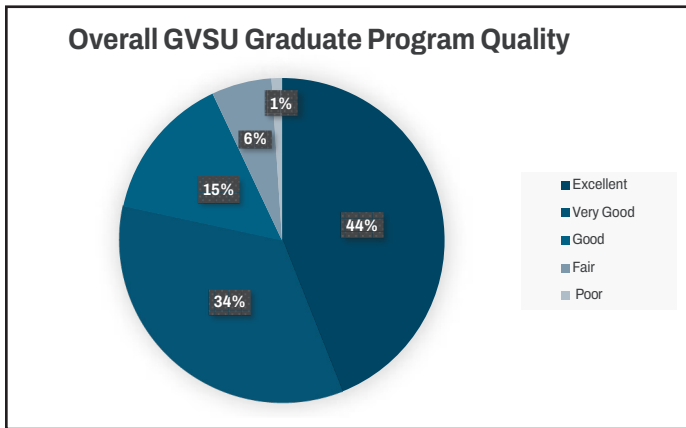
Overall program quality was rated as very good or excellent by 78% of respondents (Figure 2).

**Figure 2. Perceived Graduate Program Quality at GVSU**



When asked about how well they felt their GVSU graduate program prepared them to enter or advance in their field of study, 85% reported “yes” or “definitely yes” (Figure 3).

**Figure 3. GVSU Graduate Programs’ Preparation of Students for Workforce**



Finally, when asked to name highlights of their graduate degree program, four over-arching themes emerged from the data:

- **Faculty Involvement and Support:** Many respondents highlighted the exceptional support and involvement of GVSU faculty members. Professors were described as approachable, understanding, and willing to provide individualized attention and constructive feedback.
- **Fieldwork and Practical Experience:** The emphasis on field education and experiential learning was consistently noted. Respondents appreciated hands-on learning opportunities, field placements, and the ability to apply classroom knowledge to real-world settings.
- **Cohort and Peer Relationships:** Building strong connections with peers and forming a supportive cohort was frequently mentioned. The sense of community and collaboration among students was a positive aspect across graduate programs.
- **Intellectually Challenging and Relevant Curriculum:** The curriculum’s intellectual rigor and relevance to professional practice were routinely lauded. Respondents valued the challenging classes, practical skills gained, and the opportunity to engage in meaningful projects and research throughout their GVSU coursework.

## Outstanding Graduate Student Accomplishments

### International Graduate Student Presents at GVSU Conference

Jowei Yek, an international student from Malaysia, had the opportunity to showcase his leadership experiences and achievements at the GVSU Leadership Conference. Jowei, who first came to Grand Valley State University (GVSU) in 2017, has had a profound impact on the international student community and beyond.



Jowei earned his Bachelor of Arts in Advertising and Public Relations from GVSU and is now pursuing two master's degrees, one in Business Administration and the other in Social Innovation. His journey began with a focus on building connections as one of the few Malaysian students on campus. Through his involvement as President of the "Bringing Together the World International Student Organization" and his leadership during GVSU's International Student Orientation, Jowei became a crucial advocate for inclusivity and diversity.

He also served as the Graduate Assistant at the Center for Entrepreneurship & Innovation, where he applied his business acumen to help students create businesses with a focus on community impact. Jowei hopes to continue his efforts in promoting innovation and inclusivity in his future career. Jowei's commitment to student leadership and his impact on the GVSU community are a testament to his dedication to fostering cross-cultural understanding and entrepreneurial spirit.

### Laker Nursing Advocate and Future Nurse Practitioner

Henry Peña, a dedicated and accomplished student in the Doctor of Nursing Practice (DNP) program. Throughout his time in the program, Henry has taken on numerous leadership roles, including serving as the President of the Graduate Student Association. His involvement in the Cook Leadership Academy and as a Graduate Assistant in the Kirkhof College of Nursing has been instrumental in shaping his academic journey.



As a Registered Nurse, Henry's passion for healthcare is deeply rooted in his commitment to leadership, education, advocacy, and service. His holistic approach to nursing, which combines clinical expertise with leadership, sets him apart in the field. After completing his DNP, Henry plans to pass the nurse practitioner board certification exam and secure a position in primary care, where he aims to serve the Hispanic population with his bilingual proficiency.

Henry hopes to contribute to the future of nursing by teaching as an adjunct faculty member at the Kirkhof College of Nursing and serving on local healthcare committees.

## Dr. Snyder and Biology Graduate Students Conduct Research in the Grand River

Dr. Eric Snyder, graduate program director of Biology, leads graduate research labs with his students in the biology department. Students in his labs are working on two research projects this semester, both focusing on the State Threatened Lake Sturgeon in the Lower Grand River. The projects are being conducted in partnership with the Grand Rapids Public Museum, John Ball Zoo, Encompass Socio-ecological Consulting, and the U.S. Fish and Wildlife Service.

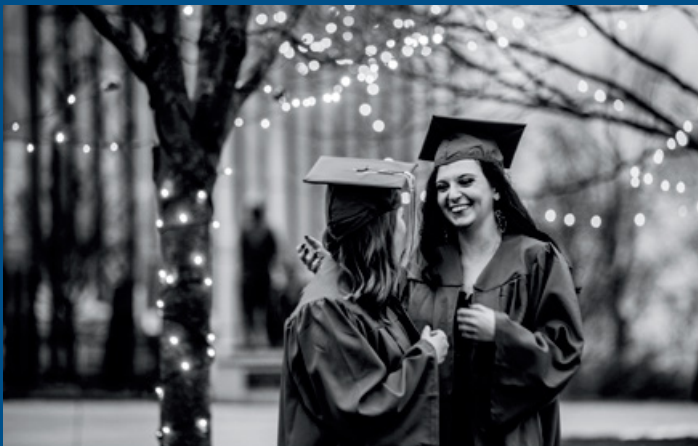
The first project involves capturing juvenile Lake Sturgeon to collect genetic samples and mark the fish in case of recapture. The length and weight of the fish are also collected to better understand the fish's fitness when finding a surrogate to reproduce. One of the project's purposes is to increase the genetic diversity of the Sturgeon population in the Grand River. Most of the work is done at nighttime using a spotlight to identify the juvenile Lake Sturgeon in the shallow waters searching for its distinct movements and coloration. A single female Lake Sturgeon can produce up to 700,000 eggs in the Spring. In the Fall, students can attempt to estimate how many survived based on the number of juvenile Lake Sturgeon they are able to identify during their research. Ben Gunnett, a graduate Biology student, is working to develop a habitat suitability model for the juvenile Sturgeon in the Lower Grand River.



The second project that the Department of Biology is working on is externally funded by the Great Lakes Fish and Wildlife Restoration Act. The project's purpose is to use a variety of sonar arrays to see if Sturgeon can be identified passively. Establishing methods for identifying adult Sturgeon is important because it can help reproduction efforts to increase the number of juvenile Lake Sturgeon. Eamonn Powers, a graduate Biology student, is involved in this adult tracking project.



Dr. Snyder emphasizes the importance of engaging students in conserving this iconic species.



## Outstanding Thesis Nominees

The Midwestern Association of Graduate Schools (MAGS) annually calls for nominations for the 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 Vice Provost of the Graduate School.

### 2023 Category: Humanities

- Jennifer Kinne, Master of Arts in English, Thesis Title: A Call for Planetary Kinship: The Development of New Forms of Subjectivity and Connection in Jeff VanderMeer's *Annihilation* – Advised by Dr. Brian Deyo, Department of English.

### 2023 Category: Biological/Life Sciences

- Maggie Petersen, Master of Science in Biology, Thesis Title: Microplastics and Microbiomes: Impacts of weathered microplastic ingestion on fathead minnows (*Pimephales promelas*) – Advised by Dr. Charlyn Partridge, Department of Biology.

## Dissertation and Thesis Approvals

The policy on Preparation of a Thesis or Dissertation at GVSU requires attendance at a 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 10 workshops in 2023-24, led by Dr. Jeffrey Potteiger. In total, 76 students attended these workshops. The workshop includes an overview of the thesis and dissertation-related policies, how to select a chair and build a committee, resources for writing and editing, and helpful suggestions on timelines, getting started, and finishing the project. To accommodate hybrid and online students, at least two workshops per semester were held virtually via Zoom, while the other workshops were held in-person.

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 and Checklist outlining the steps students must take to comply with the current guidelines. The Graduate School maintains this and other documents on one "quick link" created for students and faculty to reference all thesis or dissertation related documents:

Theses and Dissertations:

<https://www.gvsu.edu/gs/thesis-and-dissertation-information-35.htm>

The Graduate School continues 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 2023-24, 29 theses and dissertations from the following academic colleges were approved:

College of Education and Community Innovation: 2

College of Computing: 0

College of Health Professions: 1

College of Liberal Arts and Sciences: 17

Kirkhof College of Nursing: 0

Padnos College of Engineering: 9

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 2023, Winter 2024, and Spring/Summer 2024 semesters.

**8-Year Time Limit Requests:** The Graduate School reviewed 17 petitions to extend the 8-Year Time Limit, and all were approved:

### 8-Year Petitions by Program:

Biology: 1

Business Administration: 1

Education: 12

English: 1

Social Work: 2

**12-Credit Limit Requests:** The Graduate School did not receive any requests from students who had exceeded the limit of completing 12 credits as a non-degree seeking student.

**Requests for Graduate Course Withdrawal, Graduate Program Withdrawal, and Graduate Program Leave of**

**Absence:** The Graduate School received a total of 35 requests, and all were approved:

**Course Late Withdrawal: 12**

- Education: 4
- Health administration: 2
- Physical Therapy: 2
- Public Administration: 1
- Social Innovation: 1
- Speech Language Pathology: 2

**Leave of Absence: 26**

- Accounting: 2
- Audiology: 1
- Biology: 1
- Business Administration: 1
- Cell and Molecular Biology: 1
- Education: 6
- Engineering: 2
- Medical Dosimetry: 1
- Nonprofit Leadership and Philanthropy: 1
- Nursing: 1
- Occupational Therapy: 3
- Physical Therapy: 2
- Physician Assistant Studies: 1
- Public Administration: 1
- Public Health: 1
- Social Work: 1

**Exception to the Policy for Continuous Enrollment in Project, Thesis, or Dissertation Stage of a Program:** The Graduate School received 1 request 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:

- Cell and Molecular Biology: 1

**Extension of the Thesis Final Submission Deadline:** The Graduate School did not receive any requests for an extension to the Thesis Final Submission Deadline.

**Extension of the Thesis Defense Deadline:** The Graduate School received 2 requests for an extension to the Thesis Defense Submission Deadline, and all were approved. A summary of the number of student requests by program is provided below:

- Engineering: 2

**Academic Review and Renewal:** The Graduate School did not receive any requests regarding the Academic Review policy.

**Exception to Graduate Policies:** The Graduate School received 5 requests for Exception to an Academic Graduate Policy. All were approved.

**Convert Professional Learning to Graduate Credit:** The Graduate School received 9 requests to convert professional learning to graduate credit, and all were approved. A summary of the number of student requests by program is provided below:

- Education: 1
- Health Administration: 1
- Occupational Therapy: 3
- Philanthropy and Nonprofit Leadership: 1
- Public Administration: 3

**Total Requests for Exception to University Policy reviewed by The Graduate School in 2023-24: 67**

## 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.

### Non-tenure Track Faculty Engaged in Graduate Education as of August 4, 2024

Approved Graduate Adjunct Faculty: 244

### Tenured and Tenure Track Faculty Engaged in Graduate Education as of August 4, 2024

Faculty approved at either Full or Associate Graduate Faculty Status: 404

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 <https://www.gvsu.edu/gs/graduate-faculty-policies-and-applications-57.htm>. Access to the policies and the electronic application forms can also be found on this page.





## Graduate Assistantships 2023-24

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 act as a liaison between appointing units, Financial Aid, and Student Employment, addressing budget, payroll, and tuition matters. Our role includes providing advice and guidance to faculty and staff managing graduate assistant appointments within their units. Additionally, we collaborate with units and students to resolve issues related to any aspect of 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 some 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 separate positions from the academic year.

The move to hiring graduate assistants in Workday occurred in January, 2024. The Graduate School serves as a liaison between appointing units and Student Employment in assisting appoint units with the new hiring process.

In 2023-24, 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

105 half-time

### 10-Month Extended:

39 full-time

0 half-time

### 12-Month:

5 full-time

8 half-time

### Semester-by-Semester:

Fall 2023 -

11 full-time

85 half-time

Winter 2024:

20 full-time

83 half-time

Spring/Summer 2024:

8 full-time

17 half-time

## Special Projects Graduate Assistantship Positions 2024-25

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.

Sixty-five faculty/staff members submitted proposals for special projects GAs for the 2024-25 academic year. Of those, 21 full-time (1.0) positions for one academic year were awarded, and 8 half-time (.5) positions for one academic year were awarded.

Table 3 on the following page offers a full report of Special Project GAs awarded for the 2024-2025 academic year.

Table 3: Special Project Graduate Assistantship Positions approved for 2023-24

| College/Department   | Project Title  |
|--|--|
| <b>College of Computing</b>                                |  |
| College of Computing                                       | Artificial Genomic Intelligence for Pediatric Epilepsy (1)   |
| College of Computing                                       | VNF Resource Allocation with Proactive Deception Technique for Fog Computing (1)   |
| College of Computing                                       | Developing Machine Learning Models to Analyze and Monitor Coral Reef Assemblages (1)   |
| Health Informatics and Bioinformatics PSM Program          | An Interactive Visualization Interface to Query Gene Expression Time Series Data (1)   |
| College of Computing                                       | IoT Security (.5)  |
| <b>College of Education and Community Innovation</b>       |  |
| CECI Dean's Office   | CECI Dean's Office Accreditation (1)   |
| Literacy, Educational Foundations, and Technology          | Learning Café Tutoring (1)   |
| School of Criminology, Criminal Justice, and Legal Studies | Bellamy Creek Program (1)  |
| <b>College of Health Professions</b>                       |  |
| Communication Sciences and Disorders                       | Hearing Aid Research Study (1)   |
| Clinical Dietetics   | Applied Food and Nutrition & Clinical Dietetics Programs SPGA (.5)   |
| Speech-Language Pathology                                  | Exploring Parent-Led Bibliotherapy with Young Children (.5)  |
| Speech-Language Pathology                                  | Graduate Research Assistantship in GV2 Voice and Swallow Lab (.5)  |
| Public Health  | Awareness and Knowledge of Career Services Professionals and Students with Disabilities (.5)   |
| Public Health  | Rural Health Research and Cancer Epidemiology (.5)   |
| <b>College of Liberal Arts and Sciences</b>                |  |
| Annis Water Resources Institute                            | Water Science in Agriscience (1)   |
| Statistics   | Statistics SPGA (1)  |
| School Psychology  | Lakers at the Club (.5)  |
| Statistics   | Statistical Consulting Center SPGA (1)   |
| Psychology   | Software and Computational Model Developer (1)   |
| Sociology  | Effects of COVID-19 on International Student Exchange (1)  |
| School of Communications                                   | Advertising and Public Relations Biometrics Lab (1)  |
| Cell & Molecular Biology                                   | Microgravity on Plant Physiology and Gene Regulation (1)   |
| Statistics   | Data Literacy within the Humanities & Social Sciences (.5)   |
| <b>Kirkhof College of Nursing</b>                          |  |
| Kirkhof College of Nursing                                 | KCON Simulation SPGA (1)   |
| <b>Padnos College of Engineering</b>                       |  |
| College of Engineering, Occupational Therapy               | Investigating the Efficacy of Hand Pressure Monitoring and Glove Interventions in Mitigating Carpal Tunnel Syndrome Symptoms in Cyclists (1) |
| College of Engineering                                     | Comparative Analysis of Saline and Silicone Breast Implants Using In-Vitro Testing and Finite Element Analysis SPGA (1)                      |
| College of Engineering                                     | Design and testing a portable, low-cost, customizable device to measure body impedance (1)   |
| <b>Seidman College of Business</b>                         |  |
| Marketing  | Trustworthiness Index of Top 25 Michigan Firms (1)   |
| <b>Office of the Provost</b>                               |  |
| Office of the Provost                                      | Strategic Planning, Assessment, and Accreditation (1)  |

### 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: 2023-24 Academic Conference Fund Facts**

|                             |             |
|-----------------------------|-------------|
| Applications Received ..... | 44          |
| Applications Approved ..... | 44 Total    |
| Dollars Approved .....      | \$24,847.13 |

**Awards by College/Department:**

|  |    |
|--|----|
| College of Liberal Arts and Sciences.....          | 14 |
| • Biology.....                                     | 9  |
| • Cell & Molecular Biology .....                   | 1  |
| • Communications .....                             | 3  |
| • English.....                                     | 1  |
| College of Computing .....                         | 1  |
| • Health Informatics and Bioinformatics.....       | 1  |
| College of Education and Community Innovation .... | 4  |
| • Social Work .....                                | 1  |
| • Criminal Justice.....                            | 2  |
| • College Student Affairs Leadership .....         | 1  |
| College of Health Professions .....                | 22 |
| • Athletic Training .....                          | 6  |
| • Occupational Science & Therapy .....             | 6  |
| • Physical Therapy .....                           | 4  |
| • Speech-Language Pathology .....                  | 3  |
| • Public Health.....                               | 1  |
| • Recreation Therapy .....                         | 2  |
| Padnos College of Engineering .....                | 3  |
| • Engineering.....                                 | 3  |

## 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, a 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 Associate Vice-provost 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 2023-24 included:

- Dr. Jennifer Smart, Associate Professor of Audiology
- Dr. Timothy Evans, Professor of Biology
- Dr. Alexandra Locher, Associate Professor of Biology
- Dr. Jeffrey Potteiger, Associate Vice-Provost of The Graduate School
- Dr. Robert Smart, Professor of Chemistry and Vice Provost for Research Administration
- Dr. Mark Staves, Professor of Cell Molecular and Biology
- Dr. Laurie Stickler, Associate Professor of Physical Therapy

**Table 5: 2023-24 Presidential Research Grant Facts**

The Graduate School received 31 grant applications in 2023-24. The following data refer to the 25 grants awarded for research conducted during the Fall 2023, Winter 2024, and Spring/Summer 2024 semesters.

**Number of Grants Awarded Awards in Dollars:**

|                                      |             |
|--------------------------------------|-------------|
| 9 awards at \$1,500.00 each. . . . . | \$13,500.00 |
| 1 award at \$1,484.00 . . . . .      | \$1,484.00  |
| 1 award at \$1,400.00 . . . . .      | \$1,400.00  |
| 1 award at \$1,241.00 . . . . .      | \$1,241.00  |
| 1 award at \$1,208.00 . . . . .      | \$1,208.00  |
| 1 award at \$1,120.00 . . . . .      | \$1,120.00  |
| 1 award at \$995.00 . . . . .        | \$995.00    |
| 1 award at \$953.00 . . . . .        | \$953.00    |
| 1 award at \$600.00 . . . . .        | \$600.00    |
| 1 award at \$530.00 . . . . .        | \$530.00    |
| 1 award at \$525.00 . . . . .        | \$525.00    |
| 2 awards at \$500 . . . . .          | \$1,000.00  |
| 1 award at \$375.00 . . . . .        | \$375.00    |
| 2 awards at \$250.00 . . . . .       | \$500.00    |
| 1 award at \$242.00 . . . . .        | \$242.00    |

**Total Awards:**

|                            |                    |
|----------------------------|--------------------|
| <b>25 Awards . . . . .</b> | <b>\$25,673.00</b> |
|----------------------------|--------------------|



## Campus-Wide Events

### 3-Minute Thesis Competition

The Graduate School hosted GVSU's ninth annual 3-Minute Thesis (3MT) competition on February 14, 2024. 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 2024 3MT judging panel included:

- Dr. Andrew Booth, College of Health Professions
- Dr. Paul Bylsma, College of Education and Community Innovation
- Dr. Brian Hatzel, College of Liberal Arts and Sciences
- Dr. Tonisha Jones, College of Education and Community Innovation
- Dr. Libby MacQuillan, College of Health Professions
- Dr. Cray Mulder, College of Education and Community Innovation
- Dr. Wendy Reffeor, Padnos College of Engineering and Computing
- Dr. Janet Winter, Kirkhof College of Nursing

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

17 students participated in the competition, and the top three students were announced at the end of the event. The students recognized at the event were:

#### Third Place (\$100 award):

Rheyna Bui, Communications (M.S.)

#### Second Place (\$250 award):

Kate Lucas, Biology - AWRI (M.S.)

#### First Place (\$500 award):

Jowei Yek, Business (M.S.) and Social Innovation (M.A.)

The first-place winner continued to compete in the Midwest Association of Graduate Schools' Annual Conference, which was held in April of 2024

### Graduate Showcase 2024: Bright Minds, Bright Futures

The Graduate Showcase is an event co-sponsored by the Graduate School and the Center for Scholarly and Creative Excellence. Student scholars from a variety of programs submitted abstracts to participate in the showcase. Students received a certificate of recognition for participating.

The University Library assisted in updating the event page on ScholarWorks to house current and previous years' programs and student abstracts. All abstracts from 2011-24 are available online at <http://scholarworks.gvsu.edu/gradshowcase/>.



Table 6: Graduate Showcase Participants and Posters

| Program  | Student(s)                        | Title   |
|--|-----------------------------------|---|
| Athletic Training  | Willock, Abigayle                 | Therapeutic Intervention Practices in the Secondary School Setting  |
| Cell and Molecular Biology   | Makrievski, Aleksandra            | Study of alpha-synuclein-related microRNA mimics on alpha-synuclein aggregation in Parkinson-like neuronal cells                        |
| Literacy Studies   | Bauer, Angelina                   | Strategies and Resources for Integrating Technology into the Secondary Education World Language Classroom                               |
| Public Health  | Meilink, Annie                    | Student Well-being and Biophilic Design at Grand Valley State University: A Pilot Photovoice Study                                      |
| Athletic Training  | Lound, Camryn                     | Therapeutic Intervention Practices in the Secondary School Setting  |
| Cybersecurity  | Onyango, Collins                  | Enhancing Web Application Security Through Penetration Testing  |
| Literacy Studies   | deJonge, Danielle                 | Making Space for Adolescents of Refugee Background in Public Libraries  |
| Social Work  | Beringer, El                      | Working Under the Surface   |
| Health Informatics and Bioinformatics                              | Subedi, Gautam                    | End-to-End development of an AI web application for rare disease healthcare   |
| Biology  | Kosak, Grayson                    | Patterns of freshwater mussel distribution upstream and downstream of tributary confluences in the lower Grand River                    |
| Public Health  | Prater, Harrison                  | Socio-demographic Factors Associated with Post COVID-19 Syndrome  |
| Health Informatics and Bioinformatics                              | Sabbineni, Hemalatha              | Multimodal Classification of Single-cell Transcriptional State with Deep Neural Networks.   |
| Higher Education   | Wilson, Jasmine                   | Predominantly White Teacher Education Programs' Are Stifling Black Preservice Students' Teaching Experience: Now What?                  |
| Biology - AWRI   | Lucas, Kate                       | Impact of climate change and restoration on phosphorus loading in an impaired wetland.  |
| Health Informatics and Bioinformatics                              | Talbeh, Marwah                    | Identifying and Visualizing risk factors of Breast Cancer data.   |
| Social Work  | Sutton, Nicole                    | Sex Offender Treatment Panel: An Ethical Approach   |
| Engineering  | Raj Das, Prithwi                  | Impact of Scoliosis and Spinal Fusion Surgery on Lower Extremity Function: Gait and Deep Squat Analysis                                 |
| Cell and Molecular Biology   | Nguyen, Randy                     | Monitoring SARS-CoV-2 evolution through targeted Next-Gen sequencing of wastewater extracts in Kent County                              |
| Nursing Practice   | Sabo, Rebekah                     | Perception of Pediatric Readiness Across a Health System's Emergency Departments  |
| Communications   | Bui, Rheyna                       | Hyphenated Journeys: Identity Negotiations of Multiracial Vietnamese Americans Through the Lens of Hybridity                            |
| Athletic Training  | Sheeran, Ryan                     | Blood Flow Restriction Cuff Location and the Achilles Tendon  |
| Athletic Training  | Corbin, Samuel                    | Blood Flow Restriction Cuff Location and the Achilles Tendon  |
| Cybersecurity  | Nyarega, Samuel                   | A Comparative Study of Deep Learning and Machine Learning Models for Malware Detection  |
| Engineering  | Mares, Steve                      | Programmable Microwave Communication Channel for Efficient Harmonic Generation  |
| Health Informatics and Bioinformatics                              | Charitha Kodumagulla, Subrahmanya | Integrating Data And Unraveling The Tumor Microenvironment: Advancing Personalized Medicine Strategies In Triple-Negative Breast Cancer |
| Health Informatics and Bioinformatics/ Professional Science Master | Charitha Kodumagulla, Subrahmanya | Bridging Theory and Practice with mslDP: A Journey Through Public Health Informatics Internship   |
| Engineering  | Benta Nasir, Sumaiya              | Effects of injection molding process parameters on the mechanical properties of ABS and PP polymer                                      |
| Applied Computer Science   | Gantyada, Sundeep                 | Revolutionizing Patient Access with Secure Single Sign-On: Leveraging C# and SQLite for Enhanced Password Management                    |
| Clinical Dietetics   | Gleason, Tabor                    | Relative Energy Deficiency in Sport (RED-S)   |

| Program                               | Student(s)                | Title   |
|---------------------------------------|---------------------------|---|
| Communications                        | Deschaine-Hurd, Taylor    | Empty Libraries and Book-Fueled Bonfires  |
| Higher Education                      | Castillo, Tonia           | Equipping Adult Educators for Successful Adult Training   |
| Health Informatics and Bioinformatics | Amilleta Gonzalez, Unai   | End-to-End development of an AI web application for rare disease healthcare   |
| Health Informatics and Bioinformatics | Jagadish Mandava, Venkata | Digital Health Literacy: Analyzing Patient Characteristics and Their Influence on Utilizing Online Platforms for Medication Information |
| Nursing Practice                      | M. Harrison, Victoria     | Improving Patient Experiences in a Pediatric Hospital Setting   |
| Applied Computer Science              | Vellaboina, Yesaswini     | Detection of Rogue Switches in a Local Area Network (LAN)   |
| Cell and Molecular Biology            | Walters, Zane             | Monitoring SARS-CoV-2 evolution through targeted Next-Gen sequencing of wastewater extracts in Kent County                              |
| Applied Computer Science              | Lu, Zhen                  | Crime Hotspots Forecasting Via Deep Learning Methodology  |
| Cell and Molecular Biology            | Lu, Zhen                  | Monitoring SARS-CoV-2 evolution through targeted Next-Gen sequencing of wastewater extracts in Kent County                              |

## The Graduate School Citations for Academic Excellence

The Graduate Student Celebration and Graduate School Citations for Academic Excellence event is held at the end of the Fall and Winter semesters of each academic year to recognize the academic excellence of graduate students and faculty 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 as well as faculty are honored for their outstanding work at GVSU.

**Table 7: Graduate Student Celebration Facts**

|                            | Fall 2023  | Winter 2024          |
|----------------------------|--|----------------------|
| Date Held                  | December 8, 2023                                 | April 19, 2024       |
| Location of Event          | Paul A Johnson Conference Center Eberhard Center | Loosemore Auditorium |
| No. of Attendees           | 250  | 270                  |
| Conference Services        | \$4,391.12                                       | \$5,281.72           |
| Recording                  | \$650.00   | \$650.00             |
| Photographer               | \$750.00   | \$750.00             |
| Program Printing           | \$1,396.61                                       | \$1,979.30           |
| <b>Total Cost of Event</b> | <b>\$7,187.73</b>                                | <b>\$8,661.02</b>    |

The Graduate School 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 2023-24 can be found <http://www.gvsu.edu/gs/graduate-deans-citations-for-academic-excellence>. 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 ceremony and receive a certificate from the current GSA president.

**Table 8: Graduate School Citations Awards 2023-24**

| Graduate School Citation Award Category                 | Fall 2023 | Winter 2024 |
|---|-----------|-------------|
| Academic Excellence in a Degree Program                 | 15        | 24          |
| Outstanding Doctoral Dissertation                       | 0         | 0           |
| Outstanding Master's Thesis                             | 2         | 2           |
| Outstanding Final Project                               | 11        | 21          |
| Outstanding Publication                                 | 5         | 3           |
| Excellence in Service to Community or Profession        | 9         | 10          |
| Excellence in Leadership and Service to GVSU            | 7         | 10          |
| Excellence in Promoting Inclusion and Diversity at GVSU | 5         | 6           |
| Excellence in Sustainability                            | 2         | 4           |
| MAGS Thesis Nominees                                    | 2         | N/A         |
| 3-Minute Thesis Winner                                  | N/A       | 1           |
| GSA Faculty Mentor*                                     | 8         | 11          |
| GSA Kimboko Inclusion*                                  | 1         | 2           |
| GSA Outstanding Teaching*                               | 4         | 6           |

\*Awards presented by the Graduate Student Association





### New Graduate Student Orientation

The New Graduate Student Orientation is a joint endeavor between The Graduate School and Office of Admissions. Graduate School staff and Tracey James-Heer, Associate Director of Admissions, provide leadership in planning and coordinating the event.

The event was held both in-person and virtually in Fall 2023 on Wednesday, August 16, 2023 and Tuesday, August 22, 2023, respectively. Two separate information sessions were held at the in-person orientation, with a resource fair in between the sessions. The resource fair includes university offices, departments, and units that support graduate students, such as Financial Aid, Information Technology, University Libraries, Student Life, the Graduate Student Association, and others. The Winter 2024 orientation was held in-person on Thursday, January 4, 2024, and Spring-Summer 2024 was held in-person on Thursday, May 2, 2024.

#### Attendance:

|                           |     |
|---------------------------|-----|
| Fall 2023: .....          | 211 |
| Winter 2024: .....        | 91  |
| Spring-Summer 2024: ..... | 16  |

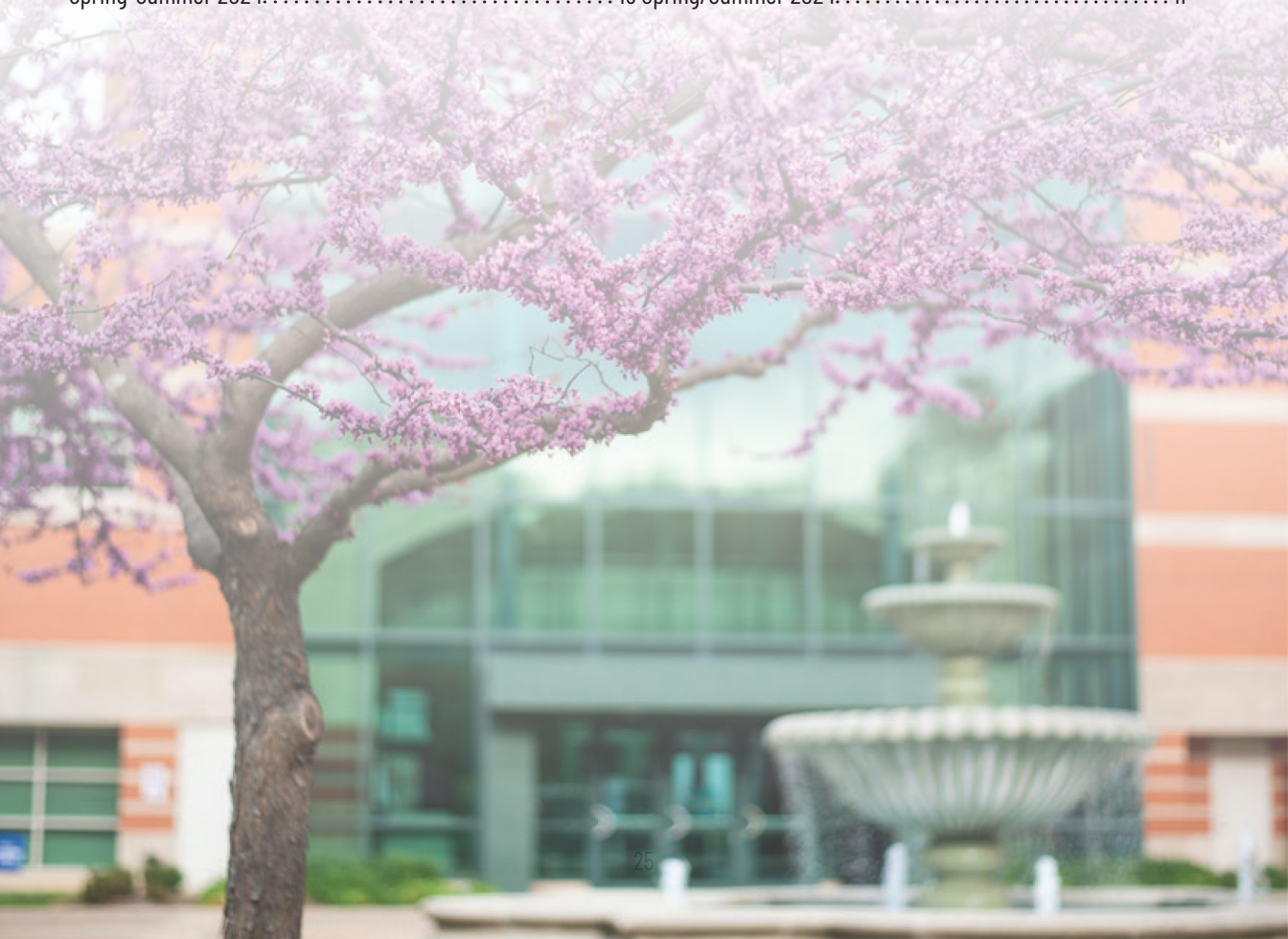
### Graduate Assistant Orientation

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

The Graduate School held two New Graduate Assistant Orientation sessions prior to the beginning of the Fall 2023 semester. One orientation session was held in-person in the Loosemore Auditorium, and one was held virtually. In the Winter 2024 semester, one in-person orientation was held for new graduate assistants starting their appointments during that term. In the Spring/Summer 2024 semester, one in-person orientation was 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 2023: .....          | 187 |
| Winter 2024: .....        | 35  |
| Spring/Summer 2024: ..... | 11  |



# Graduate Communications

## Graduate Education Publications

- **Advising Handbooks**

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

- **Graduate Faculty & Graduate Program 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/g/resources-for-faculty-staff-59.htm](http://www.gvsu.edu/g/resources-for-faculty-staff-59.htm).

- **Graduate Student Guidebook**

The Graduate School annually reaches out to individuals and departments to gather policies, resources, and helpful suggestions to enhance the quality of graduate students' 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 by providing graduate-specific information and resources. The Graduate Student Guidebook is available for download at:

<https://www.gvsu.edu/g/guides-for-graduate-students-70.htm>.

- **Guides for Graduate Students**

The Graduate School maintains several documents and guides for graduate students. Some of these include the New Graduate Student Checklist, Graduate Student Blueprint, Online Learning Guide, and the new Health Resources document. These guides are available for download at: <https://www.gvsu.edu/g/guides-for-graduate-students-70.htm>.

- **Policies and Procedures Manual**

The Graduate School publishes the Graduate Education Policies and Procedures Manual annually 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/g/manual](http://www.gvsu.edu/g/manual).

- **Culminating Project Guidelines** The Graduate School annually publishes guidelines that define the procedures for creating and submitting a final graduate project at Grand Valley State University. These guidelines, along with document templates and resources, are available for download at: <https://www.gvsu.edu/g/project-guidelines-104.htm>.

- **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 and resources, are available for download at: <https://www.gvsu.edu/g/thesis-and-dissertation-information-35.htm>.

## The Graduate School Podcast Series

GVSU's Graduate School launched a series of podcasts during the 2016-17 academic year to enhance access to information about its graduate programs and services. These regularly updated podcasts cater to prospective and current students seeking detailed insights into GVSU's graduate offerings, including programs, certificates, and badges. These podcasts cater to prospective students who want more information about GVSU's graduate programs, certificates, and badges.

Each podcast lasts between 3 to 7 minutes, providing an overview of various graduate programs and certificates. The Graduate School has podcasts for master's, 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 Graduate School website.

As of Spring/Summer 2024, podcasts have been created for all the master's and doctoral programs, combined degree programs, and graduate certificate programs. Additionally, the Graduate School has initiated a new series focusing on different emphases within programs, offering targeted information for prospective students based on 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 2023-24 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 500 faculty and staff, as well as to all enrolled graduate students. Recent newsletters are available online at [www.gvsu.edu/gs](http://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 the Virtual New Graduate Student Orientation and PACES Professional Development Program websites.

## Website Facts July 1, 2023, to June 30, 2024

Selected Graduate School website data are provided below:

- Total page views: 275,846
- Total unique users who visited the Graduate School website: 118,818
- Total number of new users on the Graduate School website: 25,196

Top 10 Pages GVSU Graduate School Webpages Visited:

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

## The Graduate School Social Media

In Fall 2020, the Graduate School at GVSU's Facebook page had over 850 Followers. Due to issues with Facebook, the page was unpublished, and a new page was created: <https://www.facebook.com/GVSUGradSchool/>. The Graduate School continued to rebuild its social media presence in 2022-24.

Facebook, 203 followers - <https://www.facebook.com/GVSUGradSchool/>

Instagram, 321 followers - <https://www.instagram.com/gvsugraduateschool/>

LinkedIn, 117 followers - <https://www.linkedin.com/company/gvsu-graduate-school/>

Posts to the page are 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, fellowship and grant opportunities, and news about the GVSU or Grand Rapids communities. Campus and event photos are also featured regularly.

# Graduate Leadership

## Graduate Council Annual Report

### Full Graduate Council

Total number of meetings: 8 regular meetings, 7 executive committee meetings

Average number of attendees per regular meeting: 16 elected members, 6 ex-officio members

### Graduate Council Curriculum and Program Review (GCCPR) Subcommittee

Total number of meetings: 15

Average number of attendees per meeting: 8 elected members, 3 ex-officio members

### Graduate Council Policy (GC-PC) Subcommittee

Total number of meetings: 15

Average number of attendees per meeting: 8 elected members, 3 ex-officio members

## Graduate Council 2023-24 Membership

BCOIS: Coeli Fitzpatrick, Azfar Hussain

CECI: Richard Jelier, Monica Harris (Vice-Chair), Greg Warson, Vacant

CHP: Karen Niemchick, Tonya Parker

CLAS: Amy Campbell (Chair, Chair of GC-PC), Mark Staves (Chair of GC-CPR)

KCON: Nichole Harpold, Kathy Moran

University Libraries: Gayle Schaub, Vacant

PCEC: Samah Mansour, Samhita Rhodes

SCB: Lara Kessler, Anna Gonzalez

Administrative and Ex-Officio Members

Jeffrey Potteiger (Ex-Officio)

Pamela Wells/Dan Vainner (Ex-Officio)

Tracey James-Heer (Ex-Officio)

Erica Hamilton (Ex-Officio)

Trista Bergerud (Ex-Officio)

Sheri DeVries (Administrative, Ex-Officio)

**Graduate Council Student Members:** H. Pena, V. Rasane, J. K. Gerlin, B. Twist, N. Hickmon

The full Graduate Council (GC) convened on September 22, 2023 and met a total of 8 times through April. Graduate Council has two subcommittees that each meet 2-3 times per month. To ensure each college has representation, one member of each collect serves on each committee. The Graduate Council Curriculum and Program Review Committee (GC-CPR, Mark Staves, Chairperson) reviews all curricular changes and program reviews. The Graduate Council Policy Committee (GC-PC, Amy Campbell, Chairperson) addresses faculty senate charges and develops and revises policies as needed.

## Graduate Council Curriculum and Program Review Subcommittee Activities

The chair of GC-CPR and UCC met early this academic year and determined that GC would review all graduate curricular proposals, rather than limiting the review to new programs or curricular changes. This academic year, the GC-CPR reviewed and approved 51 course changes, 9 new courses, and 8 program/curricular changes. They also completed 6 program reviews including: Clinical Dietetics, Educational Leadership, Educational Specialist, Engineering, Physician Assistant Studies, and Social Work. For each program review, committee members participated in the site visits and developed a final report that summarizes and integrates the program's assurance document and external reviewers report. The final reports will be approved during the April 26th GC full council meeting.

## Graduate Council Policy Subcommittee

In addition to addressing ECS charges (described below), the GC-PC revised the Graduate Independent Study policy (SHORE #1401) and developed a new policy for the use of AI in theses and dissertations (SHORE #1402). Both policies were approved by UAS and are being reviewed by the Provost.

## Graduate Council Charges: 2023/2024

**Graduate Program Culminating Experiences:** Review all culminating experiences of graduate programs and make recommendations as needed. SHORE Log #1179

Graduate Council reviewed all culminating experiences for existing graduate programs. A report was submitted to SHORE, and will be reviewed by ECS/UAS in Fall 2024. Graduate council determined that the current policies and procedures are working well for programs, and that no changes are needed at this time.

**Graduate Student Experience:** Define what the graduate student experience at GVSU should be, identify needs, and make recommendations to improve the graduate student experience, as warranted. SHORE Log #1180

Graduate council reviewed data related to student experiences outside of the classroom from the most recent graduate student exit survey.

**Graduate Program Review:** Evaluate the graduate program review process, documents, and templates and revise as needed. SHORE Log #: 1181

**Program Review-Related Reportage:** Contribute to work on program review-related reportage in connection with other governance committees (UAC, GEC, FSBC). SHORE Log #: 1255

**Equity in Graduate Faculty Workload:** Develop a university-wide policy to address equity related to workload at the graduate level.

**Optimum Membership/Faculty Representation:** Please review the standing responsibilities of your committee and while thinking about workload, determine the optimum and appropriate faculty membership/representation of your committee and make a recommendation.

The policy subcommittee addressed this charge in January 2024.

1. Graduate Program Culminating Experiences The GC-PC reviewed policies, procedures, and practices related to culminating experiences. A draft report was developed and will be presented to the full council for approval in January.
2. Graduate Student Experience:

The GC-PC reviewed several years of existing data from the graduate student exit survey regarding student perceptions

related to their academic and student life experiences at the university. A draft report was developed, and will be presented to the full council for approval in January.

### 3. Graduate Program Review:

The GC-CPR is preparing for site visits for program review this winter. All site visits have been scheduled.

## Additional Activities

The GC-CPR reviewed and approved one program change request. The GC-PC made changes to the Independent Study policy. The policy will seek approval from the full council in January.

### Graduate Program Directors (GPD) Group

Total number of meetings: 7

Average number of attendees per meeting: 44

Major initiatives and discussions:

- Continued support of PACES program for graduate students
- Updated policy changes (i.e., remediation policy; dual listed courses; transfer credit to a graduate program degree, certificate, or badge; generative artificial intelligence (AI) use with projects, theses, and dissertations; independent study)
- Continued focus on enhancing graduate student recruitment, registration, and retention (in partnership with GSVU Admissions)
- Presentation on supporting international students from GVSU's Padnos International Center (L. Montoya)
- Presentation highlighting the Dorothy A. Johnson Center for Philanthropy (L. Slavitt)
- Mindfulness Training (K. Gipson)
- GVSU marketing and perception survey results (J. Allard & B. Bickford)
- OMNI initiative discussion (J. Potteiger)
- Digital Literacy initiative updates, including newly adopted university definition of digital literacy (J. Potteiger)
- Equity in graduate faculty workload report from GVSU Graduate Council (A. Campbell & J. Potteiger)

# The Graduate School Information and Activities

## Institutional Memberships

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

|   |            |
|---|------------|
| Council of Graduate Schools. ....             | \$6,260.00 |
| Midwest Association of Graduate Schools. .... | \$250.00   |
| Total Support .....                           | \$6,510.00 |



## The Graduate School Staff

**Jeffrey Potteiger, Vice Provost of the Graduate School**  
**Trista Shumway, Assistant Director, Programming and Communication**  
**Sheri DeVries, Administrative Assistant to the Graduate School**

## The Graduate School Graduate Assistants and Student Assistants

### **Graduate Assistants**

Long Ho, Master of Public Administration  
Jazmin Wilson, Master of Science in Communications  
Skye Gerald, Master of Science in Applied Computer Science  
Aruna Karkee, Master of Philanthropy and Nonprofit Leadership

### **Student Assistants**

Ashley Derfiny  
Katelyn Keech





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](mailto:gradschool@gvsu.edu) or (616) 331-7105.