

## GRADUATE COUNCIL MEETING MINUTES

April 6, 2017, 1:22-2:36 P.M.

Present: Elizabeth Alderton, John Beam, Eric Brunsell, Molly Condit, Karen Gibson, Phan Hong, Toni House, Ann Mickelson, Karl Nollenberger, Alan Saginak, Connie Schuster, Bob Stelzer, Lexie Strasser, Nathan Stuart, Cathy Toll, Kathy Wren, Greg Wypiszynski

Excused: Kathleen Bauer, Pete Brown, Jamie Ceman, Steve Dunn, Dale Feinauer, Anna Filipova, Fredi Giesler, Tonya Hameister, Bailey Hermann, Marci Hoffman, Erik Krohn, Eric Kuennen, Deb Matulle, Brandon Miller, Bonnie Nickasch, Christine Roth, Ashley Thompson, Mary Weeden, Judy Westphal, Lori Worm

The meeting was called to order at 1:22 p.m. by Phan Hong.

- I. Approval of the March 2 2017. Tabled until next meeting so notations of motions, approvals, and votes can be inserted
- II. Approval of the consent Reports–Motion/Second: Eric Brunsell/John Beam - Approved (12-0-1)
- III. Discussion Items
  - A. Graduate Dean Search & Screen Update – 13 people will make up the search and screen committee. Seven (7) faculty members (a majority of the search & screen make-up) are needed to meet Faculty Senate/governance requirements of committee membership. At present there are six (6) faculty members willing to participate. There is no faculty representative from the COEHS on the committee. Greg W. highly recommended a representative from COEHS in order to complete the committee. He asked for a volunteer or if anyone is aware of someone who would have interest. Please contact Greg W. The tentative hire date is August 1, 2017.
  - B. Graduate Studies Office Budget – The Graduate Studies Office was asked to reduce their budget by \$26,848 for the FY18. The office has reviewed the breakdown and has suggested the following reductions be made:
    1. GA Salaries (\$16,108.00)
    2. Provisional Salary line in Graduate Studies Office (\$3,740.00)
    3. Stud Asst Salaries in Graduate Studies Office (\$2,000.00). This would reduce the number of student assistants in the Graduate Studies Office to one student.
    4. Grad Stud Travel Fund (\$5,025,00). This will eliminate the fund.
    5. NAGAP membership (\$225.00)
  6. Comments: There may be one staff member in the Graduate Studies Office that will be leaving within the next year so that will be an adjustment to the budget. The STEP program should be in place for the next year so we'll be able to take advantage of those funds. With the new budgeting process, it looks encouraging to have more stable funding for GA's. Question put forward if enrollment will play a part in the new budget model? Not at this level they are at yet. We are under UW system and they could say you are not meeting enrollment targets. GA's potentially may be funded by the Colleges under the new budget model.

C. HLC Review – Assurance Argument Document. Greg W. has looked over the document and has set up bookmarks within the document to help navigate material directly relevant to Graduate Studies. April 17 & 18 are the dates the HLC site visit team will be on campus. No final schedule has been made available yet. Items HLC asked for: how graduate faculty was defined, will there be a Graduate Dean position, why are there graduate dual-level courses, and what are clear distinctions between undergraduate and graduate education. All of the items identified from the last visit (2007) have been addressed and documented.

D. Graduate Commencement Ceremony – For the spring 2017 everything in place. However, the Commencement Office brought to our attention that for future terms there will be no space for all undergraduates and graduates to participate at the same time. Greg W. asked Council members for feedback on if a separate ceremony for graduate students only should be an option. Comments:

1. Would there still be the same pomp and circumstance as in the past just our own event? Would it still be called a ceremony and not a celebration?

2. There's still some concern if we don't have a ceremony combined with UG students that it diminishes the visibility of UW Oshkosh graduate education to UG students, family, and friends.

3. With the decline in UG enrollment will this only be a problem for another couple years? The answer is possibly but for the next couple of years, there will continue to be space constraints.

4. We should wait for the Commencement Office to lead an effort to possibly split the commencement ceremonies. If they identify it's necessary than it likely would not be up to Graduate Studies to "convince" the University to make changes and fund the changes.

#### IV. Action Items

A. Graduate Council Chair Vote – There was a call for nominations for the election of a Graduate Council chair. Phan Hong and Nathan Stuart were nominated. The Council voted by ballot. Connie S. and Greg W. counted and verified that Phan Hong was re-elected to another 3 year term as Graduate Council Chair.

B. Curriculum Approval Committee – A suggestion from the floor made to combine, discuss, and approve curricular actions by program area. Moved/Second: Karen Gibson/Ann Mickelson - Approved (13-0-0)

1. Group 1 (Items i. & ii.) - Educational Leadership curricular actions. Karen G. reported for the CAC. Discussion. Motion to approve. Moved/Second: Nathan Stuart/Eric Brunsell - Approved (13-0-0)

2. Group 2 (Item iii.) – Business Administration curricular actions. Karen G. reported for the CAC. Discussion. Comment made that the proposal reads as if adding an emphasis will add an additional 4.5 credits to the required 36 credits. Nathan Stuart explained how the 4.5 credits for an emphasis will be included within the new 36 credit requirement for the degree. Motion to Approve. Moved/Second: Elizabeth Alderton/Karen Gibson – Approved (13-0-0)

3. Group 3 (Item iv. – vii.) – Literacy curricular actions. Karen G. reported for the CAC. Discussion. Motion to approve. Moved/Second: Elizabeth Alderton/Ann Mickelson - Approved (13-0-0)

V. Other Announcements from Graduate Council members – None

VI. Information Items

A. Review of Curricular Process – The question was raised: Do the actions/recommendations of the CAC need to be approved by Graduate Council?

The approval of Graduate Council is necessary. It's difficult for a larger Council to be flexible and available for on-going reviews and expedited decision-making. Sometimes discussion in a larger group is rich and helpful to what the CAC has done.

Why is there a Grad Council CAC if the same work and actions are done through the Faculty Senate APC? Couldn't the APC and not a separate GC CAC review and approve actions? There is expertise within the CAC regarding graduate programs that is not present in the APC.

It was suggested a representative from the program submitting the curricular actions should be present when the full Grad Council discusses to clarify any questions that may arise.

If a representative is not present and there are questions, approval could be tabled to the next meeting when a representation from the program might be available.

Motion to adjourn 2:26pm

Connie Schuster, Recorder