



Minutes of Meeting  
Graduate Council  
December 3, 2009; 9:45 – 10:45 a.m.  
Reeve Memorial Union 215

Present: David Bruno, Denise, Clark, Susan Cramer, Fredi Giesler, Kathy Henn-Reinke, Roxana Huebscher, Craig Maher, George Philip, Christine Roth, Alan Saginak, Jennifer Szydlak, Mike Tippins, Judy Westphal

Graduate Council Chair: Jim Koch

Excused: Melanie Lundy, Joan Simmons, Paula Verrett

Absent: Karen Gibson, Tom Lammers

Invited Guests: None

The meeting was called to order by GC Chair Jim Koch at 9:45 a.m.

**Approval Items**

1. Motion/second by C. Maher/C. Roth to approve the minutes of the GC meeting of September 23, 2009 as distributed previously. Motion unanimously approved.

**Discussion/Action Items**

1. Changing Graduate Council Bylaws Article II.1.a. Graduate Council, Section 1. Membership and Leadership

Since the last Graduate Council meeting, this proposed discussion/action item was considered by the Executive Committee at its October 5<sup>th</sup> meeting. A draft of the proposed revision to the Bylaws was distributed via email by Jim. Rationale for this change:

- a) The size of the council makes it difficult to find a time when everyone can meet (this is currently one of our main problems).
- b) The Council needs a quorum of voting members present to conduct business.
- c) We are seeking to establish a standard meeting time to make predicting and planning to attend meetings easier for graduate council members.
- d) This would likely, for the most part, eliminate the need for email or written ballots.

(New wording italicized & bold): The Coordinator of each active graduate degree program (*or a substitute from that program who is designated by the coordinator for that meeting which the designee attends*) will serve on the Graduate Council as a voting member. *Any designated substitute is not considered an official serving graduate council member.* “Active” is defined as having over the last three years, on average at least five students taking classes.”

Item opened for discussion. The majority of those present expressed support in setting a standardized date and time.

*Comments:*

Likes set time especially when trying to schedule other meetings

Setting up meeting for entire semester would be helpful.

Having meetings on different days might be helpful so that teaching schedules would not conflict.

It would be nearly impossible to find a convenient date/time for all members of this committee due to its fairly large number; therefore, having a representative go as a substitute would be a good move.

There was also a brief discussion as to whether or not the substitute chosen needed to be a graduate faculty or whether a student could be considered as a faculty substitute. There was a level of discomfort with the proposed reading of the Second bold/italicized statement within the suggested revision draft. Motion/second by S. Cramer/J. Szydlak to strike the second bold/italicized statement. Motion unanimously approved. Motion/second by S. Cramer/J. Szydlak to suspend the first reading of requirement contained in Article IV of the Bylaws and proceed directly to a vote since a two-thirds majority was in attendance. Motion unanimously approved. Motion/second by J. Szydlak/D.Clark to approve language of the revision to Article II.1.a. striking "Any designed substitute is not considered an official serving graduate council member."

Thus, the approved language reads: The Coordinator of each active graduate degree program (*or a substitute from that program who is designated by the coordinator for that meeting which the designee attends*) will serve on the Graduate Council as a voting member. "Active" is defined as having over the last three years, on average at least five students taking classes." Motion passed unanimously.

2. Review of MSW Dual-Level Course Rubric

F. Giesler indicated that any new courses would adhere to this dual-level rubric, which was distributed via TitanFiles prior to today's meeting. After a lengthy discussion F. Giesler shared that she made note of all concerns and will bring those back to department faculty. The revised rubric will be reviewed when it comes back to the Council during the spring semester for approval.

3. GSIP – Review Purpose and Guidelines for Use

Greg provided a draft of a revised call for proposals and allocation process for the current Graduate Studies Initiatives Program (GSIP). This draft is proposed so that these funds can be used more effectively. This fund was initially developed to support overall graduate summer session programming. However, the funding model is being revised to benefit students, programs, faculty and graduate education more broadly while preserving the essence of its original purpose. A brief discussion ensued. Greg indicated that he will use the input provided at today's meeting to prepare a revised version of the proposed draft for additional review by the Council.

The meeting adjourned at 10:48 a.m.

Julie Kumbier, Recorder

cc: Graduate Council Members

Provost Lane Earns

Dean, COB

Dean, COLS

Dean, CON

Office of Graduate Studies Staff: Connie Schuster, Nancy Vincent