



Minutes of Meeting
Graduate Council
September 15, 2008; 3:05—4:27 p.m.
Reeve Memorial Union 306

Present: Gary Adams, Susan Cramer, Leona Dempsey, Judy Hankes, Margaret Hostetler, Roxana Huebscher, Karen King, Jim Koch, Thomas Lammers, Diane Park, Marguerite Parks, Alan Saginak; Joan Simmons, Fredi Staerkel, Jennifer Szydlik, Mike Tippins

Dean-in-Residence: Fred Yeo
Graduate Council Chair: Linda Hartenian
Director of Graduate Services: Greg Wypiszynski (non-voting)

Excused: Denise Clark, Fran Rauscher

Invited Guests: None

The meeting was called to order at 3:05 p.m. by Linda Hartenian. The Graduate Council members introduced themselves.

Approval Items

1. The minutes of the Graduate Council meeting of May 7, 2008, were approved as written.
2. The following committee and task force appointments were determined.

Executive Committee:

<u>College Represented</u>	<u>Name</u>	<u>Dept</u>	<u>Term Ends</u>
CofB	Mike Tippins	GPC MBA/GMBA	
COEHS	Marguerite Parks	Associate Dean	2009
COLS	Gary Adams	GPC MS Psychology/IO	
CON	Roxana Huebscher	GPC MS Nursing	
Graduate Student	VACANT		

Curriculum Approval Committee:

<u>College Represented</u>	<u>Name</u>	<u>Dept</u>	<u>Term Ends</u>
CofB	VACANT		
COEHS	Joan Simmons	GPC MSE-Reading Educ	
COLS	Jim Koch	Psychology	2009
CON	Leona Dempsey	Nursing	
Graduate Student	Diane Park	MS-Nursing	2009

Academic Policies Committee representatives

Graduate Faculty--Jim Koch

Graduate Student—VACANT

Distinguished Research Award Review Committee:

<u>College Represented</u>	<u>Name</u>	<u>Dept</u>	<u>Term Ends</u>
CofB	VACANT		
COEHS	Alan Saginak	GPC MSE-Counselor Ed	
COLS	Thomas Lammers	GPC MS-Biology	
CON	Leona Dempsey	Nursing	2009

Graduate Studies Travel Fund Review Committee:

<u>College Represented</u>	<u>Name</u>	<u>Dept</u>	<u>Term Ends</u>
CofB	Michael Tippins	GPC MBA/Global MBA	
COEHS	Susan Cramer	GPC MS-Ed Leadership	
COLS	Thomas Lammers	GPC MS-Biology	
CON	Roxana Huebscher	GPC MS Nursing	

GRADUATE STUDIES TASK FORCE GROUPS

Graduate Assistantship Allocation and Distribution Process: Mike Beeth, College of Education and Human Services; Jacque Bollinger, Residence Life; Linda Hartenian; Jaya Jambunathan, College of Nursing; Lynn Mozingo, College of Business; Alan Saginak (as needed); Gloria Splittgerber; Fredi Staerkel; Jennifer Szydlik; Greg Wypiszynski, Marguerite Parks (as needed)

Graduate Enrollment Planning and Management Team: Linda Hartenian; Roxana Huebscher; Karen King; Greg Wypiszynski—COEHS, COB Representative Needed

Dual-Level Course Rubric: Task Force discontinued

Graduate Faculty Designation: Task Forced discontinued. *Addendum to minutes, Sept 18, 2008: The consensus of the Graduate Council is that it is not appropriate for them to determine a graduate faculty*

status definition that could apply to all graduate programs. Rather, the definition of graduate faculty status is the purview of the colleges, departments and programs particularly as it relates to hiring faculty to teaching graduate courses and be members of a program's faculty cadre. As a result, the following will be in effect.

1. *Elimination of the annual update of the list of graduate faculty as maintained in the Graduate Studies Office. This list has been updated every October.*
2. *The selection of Graduate Faculty Marshals for commencement ceremonies will be coordinated by the Special Events Coordinator in the Chancellor's Office.*
3. *No data will be kept to provide a demographic profile of graduate faculty. The University's Human Resources Office does not have a mechanism in their database systems that can designate a faculty member as graduate because such a designation does not exist. Any profile of the graduate faculty had been maintained manually in the Graduate Studies Office. this will cease. also, as a result of not keeping profile data this will eliminate the list of faculty in the Graduate Bulletin.*

Graduate Studies Model For Effectiveness: Linda Hartenian, Greg Wypiszynski

Graduate Studies Representative to the Faculty Development Board: Leona Dempsey

Graduate Studies Representative to the Office of Grants Collaborative Research Committee:
Leona Dempsey (pending verification the Dr. Dempsey can have multiple appointments in Faculty Development)

Discussion/Action Items

3. Dual-Level Course Rubrics

- Status of dual level course rubrics being developed by each graduate program; all rubrics will be approved by the Graduate Council as they are received for review.
- A. COEHS: submitted a rubric for all COEHS graduate programs to the Office of Graduate Studies in May 2008. Note: the MSE-Counselor Education program does not have dual-level courses.
 - B. MBA/Global MBA: no dual level courses in graduate program coursework
 - C. MS-Psychology: no dual level courses in graduate program coursework
 - D. English: a draft is in progress. Expect English faculty approval approximately Nov '09.
 - E. M Social Work: a draft is in progress. Expect MSW faculty program approval by the end of the fall 2008 semester.
 - F. M Public Administration: no dual level courses in graduate program coursework
 - G. MS-Biology: undergoing academic program review this year; will incorporate the development of a dual level course rubric into the self-study and the external review.
 - H. MS-Nursing: has one dual level course. Rubric included with course approval documentation.

Linda H. and Greg W. will talk with the Interim Provost about how to handle new dual level courses needing Graduate Council review until dual level course rubrics are approved for all of the graduate programs.

4. Graduate Enrollment

Greg distributed a report comparing Graduate Studies applications, admissions, and enrollment between Fall 2007 and Fall 2008. In the report, enrollment is defined as the registration (regardless of the number of credits) of a single student. He/she is considered enrolled for headcount purposes. Greg noted that the Chancellor has expressed concern about the declining graduate enrollment and has made a verbal commitment that he is willing to provide resources to plans for graduate program initiatives to target graduate enrollment growth.

Discussion

Qualitative data might be helpful to further define and help explain the figures associated with graduate enrollment.

Question: Are graduate program suspensions and resulting “no enrollment” factored into the report?

Response: Yes

Question: Were economic effects on graduate enrollment considered?

Response: Yes, although the extent to which the economy is affecting graduate enrollment is not known. Some graduate students have deferred graduate coursework and program admission start dates for this reason.

Both global and programmatic initiatives are needed to improve graduate enrollment and contribute to the university growth agenda.

Graduate education in general should be promoted and marketed in addition to specific initiatives.

5. Doctorate of Nursing Practice (DNP) Proposal

The College of Nursing is developing the authorization for their entitlement to plan a DNP program in collaboration with UW-Eau Claire. Action on this will be required by the Graduate Council before the end of the 17-week fall semester. The DNP is in response to the American Association of Colleges of Nursing’s mandate that by 2015, entry level advanced nurses must have a DNP.

Items of On-Going Interest

6. Comments by the new Dean-in-Resident, Fred Yeo, Dean of the College of Education and Human Services

Dr. Yeo commented that he sees the role of Dean-in-Residence as an interface between the Graduate Council and the University’s senior administration. Also, he can help with marketing and enrollment management program initiatives.

7. Marketing Plan Development for Graduate Studies
The Integrated Marketing and Communications (IMC) liaison for Graduate Studies is Natalie Johnson. Greg and the Graduate Council will work with her to develop a marketing plan for the graduate programs.
8. Graduate Studies Initiatives Program
Status reports are requested from funding projects, and a project completion date should be included. Greg will send more information on these reports to the project leaders. The status reports will be reviewed by the Executive Committee first, and then the full Council. The Graduate Program Coordinators were asked to make their faculty aware of GSIP funding.

Comment: A Graduate Council web page to feature GSIP information as well as other GC-related information would be very helpful.
9. Linda H. announced that she will be retiring at the end of the Fall 2008 semester. A GC Chair for Spring 2009 is needed.
10. At the request of the Provost in Summer 2008, Greg provided a report about Graduate Studies, including 1) important issues, 2) perceived problematic areas and 3) areas in need of support.

Information Items

11. The UWO Career and Grad Fair is Thursday, October 2, 2008, 2-6p. UW Grad Studies and MBA will be sharing a table. The graduate programs should provide Greg with materials they would like to have at the table. More information to come from Greg before the fair.

The meeting adjourned at 4:27 p.m. The next GC meeting is October 13, 2008, 3:00-4:30 p.m., in Reeve MU 220

Gloria Splittgerber, Recorder

Copies to:
Graduate Council
Interim Provost Alan Hartman
Deans
Office of Graduate Studies Staff: Connie Schuster, Nancy Vincent