



**GRADUATE COUNCIL MEETING MINUTES**  
**DECEMBER 1, 2011, 1:24 – 2:28 P.M.**  
**SAGE HALL 2210**

**PRESENT:** Laura Jean Baker, Eric Beck, David Bruno, Eric Brunsell, Sharon Chappy, Denise Clark, Susan Cramer, Kathy Hagens, Judy Hankes, Jim Koch, Craig Maher, Judy Martin, Marci Nondorf, Kristi Pennerberg, Dave Penniston, Alan Saginak, Bob Stelzer, Kim Udlis, Bill Wresch, Greg Wypiszynski

**GUESTS:** Bea Holton, Jen Kaiser

**EXCUSED:** Ashay Desai, Phan Hong-Lishner, Joan Simmons, Jen Szydlik, Fred Yeo

The meeting was called to order at 1:24 p.m. by Jim Koch.

**ANNOUNCEMENTS**

- Jen Kaiser, MPA student and coordinator of the GradSchool Fest, provided the Council with results from the November 17, 2011 event. She shared a handout, *Fall 2011 GradSchool Fest Wrap Up*, and provided statistics of how this has helped to improve graduate visibility on campus. Attendance increased 50% from last spring. Based on a survey completed by attendees, the most effective form of communication was email and students showed interest in inviting other universities to attend. The number one reason why students may not choose UW Oshkosh is because their graduate program of interest is not offered here.
- Graduate Faculty Marshals for Fall 2011 Commencement:
  - Thomas Fischer (COEHS)
  - Jaya Jambunathan (CON)
- The Provost's Administrative Staff accepted the Council's adoption of the IELTS as an alternate to the TOEFL for international graduate student applications.
- Steve Buss, president of the Alumni Association, will make a comment about graduate studies during his Fall commencement address.

**APPROVAL ITEMS**

- The minutes of the Graduate Council meeting of November 3, 2011 were approved, with the correction of a noted error.

**COMMITTEE REPORTS**

- **Executive Committee** – Jim Koch announced that the Executive Committee would be meeting immediately following the Graduate Council to continue the Search & Screen process for the Dean of Graduate Studies position. Agenda items for the Search & Screen meeting include requirements for the application, creating an evaluation form, and writing a position announcement to be posted online.

- **Curriculum Approval Committee** – Kim Udlis shared that the CAC has recommended approval of the following curricular actions. Motion/Second: Wresch/Udlis. Motion passed: Approve: 16, Not Approve: 0, Abstain: 0.
  - MA-English – Change in distribution of electives
  - Biology 72/572 – Change course title, description and prerequisites
  - RN to BSN to MSN Admission Procedures/Process
  - BSN to DNP Revise Curriculum
  - MSN to DNP Revise Curriculum
  - MSN Clinical Nurse Leader
  - MSN Nurse Educator

Continued discussion ensued regarding Biology 323/523. Bea Holton, Biology, discussed the course in further detail, in which Bill Wresch motioned to approve the course with changes outlined in an updated syllabus. All in favor, motion passed. Approve: 16, Not Approve: 0, Abstain: 0.

An MSN/DNP graduate level only, dual-listed course was presented to the Council (Nursing 783/883). The CON's rationale for why the graduate level courses would be dual-listed was to identify distinct differences between the MSN and DNP requirements in order to meet separate AACN Essentials. Also, the same faculty member would be teaching both courses. The Council agreed that it is not necessary to approve this course, even though it is dual between master and doctoral levels. Only courses that are undergrad/grad dual-levels would require Council approval.

Additionally, funding is not available to offer the courses separately, so the CON's decision was to combine the two into one dual-level course. Discussion about offering undergrad/grad dual-level courses as two separate classes (taught together, at the same time by one faculty member) rather than one dual-level ensued. This is a regular practice within COEHS. For Nursing, offering separate classes will allow more flexibility in the future should the AACN Essentials change. Greg W. stated he would discuss this with the Registrar and the Provost. Further discussion with the Dean of CON was also suggested.

Forms A – During the Summer session, Jim Koch, Greg Wypiszynski and Marci Nondorf met with Carleen Vande Zande to discuss changes in the curricular process. It was decided that graduate Forms A will no longer require Graduate Council approval, and instead will receive direct approval (parallel to the undergraduate practice), with the exception of dual-level courses. Graduate Council approval will be required for dual-listed Forms A.

Also, any Forms A that are part of a Form C program action will be included with the Form C documentation, but will not require approval (unless they are dual-level). The CAC stated it can be difficult to vote on a Form C without the corresponding Forms A as a reference.

- **Distinguished Research Award Review Committee** – No report.
- **Graduate Studies Travel Fund** – Sharon Chappy shared that the Committee has submitted their funding recommendations to Greg W., who will make a final decision and

notify the students by December 5, 2011. All of the students did a great job, but due to a minimal budget and a higher number of applications, awards were smaller than the Committee would have liked.

For the Spring cycle, Sharon Chappy and Greg W. will discuss a processing change for award decisions. Currently, Greg reviews all of the applications and the Committee's recommendations to make final funding decisions. This semester, decisions were not as clear-cut as in year's past (one MSW student from UW-GB and one Biology student presenting at two separate conferences), and would require further discussion by the Travel Fund Committee. Starting in the Spring, the Chair will determine the final awards based on discussions within the Committee, rather than Greg. This will also be more in line with how other Committees within the Council are arranged.

- **Graduate Studies Initiatives Program** – During the Provost's Administrative Staff meeting, the Dean of the College of Nursing acknowledged the benefit of GSIP funding for the CON's Open House. The Open House went really well, with roughly 11,000 post cards sent out and a 50% increase in website hits. The GSIP Fund has funding available to all of the graduate programs, and Greg W. will send the current balance to the Council in the near future.

#### **DISCUSSION ITEMS**

- Judy Hankes shared news regarding the State of Wisconsin's Public Schools. Teachers within the public school districts are required to take Professional Development courses to maintain their licensures. However, due to required changes made by state legislators, the PD courses are similar to, if not more rigorous than, graduate level coursework. Because PD courses cost significantly less than graduate courses, universities cannot afford to accept PD courses toward graduate degrees. Public school teachers are not reimbursed by their school districts for taking these required PD courses. Due to the cost difference (for essentially the same coursework), teachers find it difficult to enroll in graduate coursework rather than the cost-recovery PD course. These changes will further limit COEHS enrollment numbers.

#### **OFFICE OF GRADUATE STUDIES REPORT**

- Please remember to notify the Graduate Studies Office of any public thesis defenses.

**DEAN-IN-RESIDENCE REPORT** – Fred Yeo was unable to attend today's meeting.

The meeting adjourned at 2:28 p.m. The next Graduate Council meeting is on February 2, 2012 from 1:20 – 2:50 in Sage Hall 2210.

Marci Nondorf, Recorder

Copies to:  
Graduate Council  
Provost Lane Earns  
Deans  
Robby Graupner  
Office of Graduate Studies Staff