



GRADUATE COUNCIL MEETING MINUTES
SEPTEMBER 8, 2011, 1:21 – 2:35 P.M.
DEMPSEY HALL 301

PRESENT: Laura Jean Baker, David Bruno, Eric Brunsell, Sharon Chappy, Denise Clark, Susan Cramer, Kathy Hagens, Judy Hankes, Phan Hong-Lishner, Jim Koch, Craig Maher, Alan Saginak, Joan Simmons, Bob Stelzer, Kim Udliis, Amy Williams, Bill Wresch, Greg Wypiszynski, Fred Yeo

EXCUSED: Eric Beck, Ashay Desai, Kristi Keller, Judy Martin, Jen Szydlik

The meeting was called to order at 1:21 p.m. by Jim Koch who welcomed everyone. The Graduate Council members introduced themselves.

ANNOUNCEMENTS

- The Graduate Studies Office is on Facebook, “Like” the at UW Oshkosh Graduate Studies
- This is a bulletin year for graduate programs. This year, the bulletin changes will be done electronically. The Registrar will send an email to everyone by the end of September. Greg Wypiszynski will find out if programs will receive paper copies of their bulletin sections to edit.
- Jim Koch reminded everyone that there is funding available from the Graduate Studies Initiatives Program. Currently, there is a balance of roughly \$80,000 available.
- Jim Koch reminded all Council members to appoint an Alternate if they haven’t already.
- Program Coordinator Changes:
 - Kathy Hagens is the new MBA Director, Bill Wresch is the MBA Faculty Representative
 - Judy Hankes replaces Kathy Henn-Reinke in MSE-Curriculum & Instruction
 - Laura Jean Baker is filling-in for Christine Roth in MA-English for Fall 2011
 - Phan Hong-Lishner replaces Fran Rauscher in MS-Cognitive/Affective Psychology

APPROVAL ITEMS

- The minutes of the Graduate Council meeting of May 5, 2011 were approved as written.
- Student Appointments (Kristi Keller, Nursing and Eric Beck, Psychology) to the Graduate Council were determined. The MBA program and the Council agreed to waive COB student representation this year, because most MBA students have other commitments that prevent them from attending afternoon meetings. Neither student could attend today’s meeting, so their Committee assignments will be determined in October.
- The following committee appointments were approved. Jim Koch requested that all committees determine Chairs and call their first meetings amongst themselves.

EXECUTIVE COMMITTEE**Chair: Jim Koch**

College	Name	Department	Term Ends
Dean-in-Residence	Fred Yeo	COEHS	2012
COB	Bill Wresch	COB	
COEHS	Susan Cramer	Educational Leadership	
COLS	Craig Maher	Public Affairs	
CON	Sharon Chappy	CON	
Graduate Student			

CURRICULUM APPROVAL COMMITTEE

College	Name	Department	Term Ends
COB	Bill Wresch	COB	
COEHS	Eric Brunsell	Curriculum & Instruction	2012
COLS	David Bruno	Social Work	2012
CON	Kim Udlis	CON	2012
Graduate Student			

ACADEMIC POLICIES COMMITTEE REPRESENTATIVES

Graduate Faculty – Kim Udlis

Graduate Student –

DISTINGUISHED RESEARCH AWARD REVIEW COMMITTEE

College	Name	Department	Term Ends
COB	Ashay Desai	COB	2012
COEHS	Joan Simmons	Reading Education	
COLS	Laura Jean Baker	English	2012
CON	Sharon Chappy	CON	

GRADUATE STUDIES TRAVEL FUND REVIEW COMMITTEE

College	Name	Department	Term Ends
COB	Ashay Desai	COB	2012
COEHS	Judy Hankes	Curriculum & Instruction	
COLS	Phan Hong-Lishner	Psychology	
CON	Sharon Chappy	CON	

GRADUATE STUDIES INITIATIVE PROGRAM (GSIP)

College	Name	Department	Term Ends
COB	Kathy Hagens	COB	
COEHS	Alan Saginak	Professional Counseling	
COLS	Bob Stelzer	Biology	
CON	Kim Udlis	CON	2012
Graduate Student			

GRADUATE STUDIES REPRESENTATIVE TO THE FACULTY DEVELOPMENT BOARD

Denise Clark, reappointed to a second year – 6/6/11 – 6/5/12

GRADUATE STUDIES REPRESENTATIVE TO THE STUDENT/FACULTY COLLABORATIVE RESEARCH PROGRAMS COMMITTEE

Craig Maher, Spring 2011 – Fall 2013

COMMITTEE REPORTS

- **Executive Committee:** This year, the Executive Committee will publish their first Annual Report. Over the summer, Jim Koch, Greg Wypiszynski, and Marci Nondorf created a first draft of the Annual Report and presented it to the Council. The 2010-11 Annual Report will not be ready for publication until later this year, but next year, the Executive Committee plans to have it out sooner.

The GradSchool Fest will be offered twice during the academic year, once in the Fall and once in the Spring. Greg Wypiszynski asked if there were any times during the Fall semester that worked for each program. COEHS will be holding mock interviews in October. All graduating seniors will be on campus, so Denise Clark suggested that Greg contact MaryBeth Petesch with dates. Sharon Chappy stated that all graduating CON students will be off campus completely during the final four weeks of the semester. Greg Wypiszynski will send out tentative dates to everyone before planning begins.

- **Graduate Education Development Team (GEDT):** Jim Koch gave a brief history of the GEDT to the Council and explained progress toward hiring an Administrative Leader for graduate education at UW Oshkosh.

The Provost has approved a new half-time Dean position. The Executive Committee, a member of Equity and Affirmative Action and an administrative staff member from Human Resources will become a Search & Screen Committee for this position. The Executive Committee will meet with Human Resources soon, because ideally, this position will be in place by February. Bill Wresch suggested the Executive Committee contact Pamela Lassiter to help with hiring. Dr. Lassiter has done a great job getting similar positions filled in the past.

This is a half-time, interim position, and is only open to internal candidates. This person will continue to work half-time in their current position ($\frac{1}{2}$ salary paid by his/her college), and the Provost will pay $\frac{1}{2}$ of his/her salary. This person will be granted a credit reduction, so they will have time to complete duties assigned to them as the new Dean. Summer compensation will also be provided, as the new Dean will be required to work during the summer session. After two years, adjustments will be made to the position, dependant upon his/her workload.

Greg Wypiszynski stated he would send a copy of the current position description for everyone to review. Many details of the position need continued discussion. The Executive Committee will move forward with this, everyone is welcome to share his or her insights with the Executive Committee.

DEAN-IN-RESIDENCE REPORT No additional report.

The meeting adjourned at 2:35 p.m. The next Graduate Council meeting is on October 6, 2011 from 1:20 – 2:50 in Dempsey 301.

Marci Nondorf, Recorder

Copies to:

Graduate Council

Provost Lane Earns

Deans

Robby Graupner

Office of Graduate Studies Staff