

November 3, 2016, 1:20-2:50 P.M.
Sage Hall 2210

Present: Elizabeth Alderton, Kathleen Bauer, John Beam, Pete Brown, Eric Brunsell, Anna Filipova, Karen Gibson, Fredi Giesler, Lori Halstead, Alfred Kisubi, Erik Krohn, Ann Mickelson, Bonnie Nickasch, Alan Saginak, Bob Stelzer, Ashley Thompson, Cathy Toll, Judy Westphal, Greg Wypiszynski

Excused: Jamie Ceman, Steve Dunn, Dale Feinauer, Marci Hoffman, Phan Hong, Toni House, Christopher Iwuji, Deb Matulle, Brandon Miller, Christine Roth, Nathan Stuart, Lori Worm

Guest: Provost Earns

The meeting was called to order at 1:20 p.m. by Judy Westphal.

A. Guest: Provost Lane Earns updated the Graduate Council on the Graduate Dean Search & Screen. More information about the Search & Screen will be announced in late November, and a tentative starting date for the Graduate Dean is planned for July 1, 2017. The Search & Screen is expected to have 12 members. An Interim Vice Chancellor for Faculty & Academic Staff Affairs will begin in January to help in the Provost's Office and with these large searches. The Office of Graduate Studies will be moved to a new location on the 3rd floor of Dempsey, and the new Graduate Dean will be housed in that office with them.

The Research Enhanced University plan means that faculty will be provided with more resources to conduct research; that could mean time away from teaching to work one-on-one with students as opposed to direct funding. This year, the Provost did not have to take funding away, and was able to grant sabbaticals. In the immediate future, the Chancellor is focused on the budget and retirement incentives, but Research Enhanced is a major part of our Strategic Plan. The Provost also stated he is looking for individuals to build the Sustainability Institute Team.

B. A webinar, *Actionable Insights to Understand and Recruit Prospective Graduate Students*, was available at the same time as today's meeting. Greg Wypiszynski stated he would access the information to share with the Graduate Council in the near future.

C. Motion to approve the Graduate Council minutes of October 6 as amended/Second: John Beam/Eric Brunsell. Approved (16-0-1).

D. Motion to approve the Consent Reports/Second: Elizabeth Alderton/Fredi Giesler. Approved (17-0-0).

E. The Curriculum Approval Committee recommended approval of the following curricular actions. Motion to approve the Curriculum Approval Committee's recommendation/Second: Fredi Giesler/John Beam. Approved (17-0-0).

1. Public Administration: Update Admissions Requirements
2. Public Administration: Remove Electives
3. Public Administration: New Emphasis, Non-profit Management & Leadership

F. The Curriculum Approval Committee identified that the number of credits required for the Literacy: Bilingual Reading Teacher Certificate seemed low for a graduate certificate program. Cathy Toll explained the basis for the change. Motion to approve the changes/Second: Alan Saginak/Eric Brunsell. Approved (17-0-0).

G. Graduate Council Chair Position Description: A draft was shared with the Graduate Council to discuss the latest version. Discussion ensued about the Graduate Council Chair's role in the policy and governance process as opposed to responsibilities that may be more appropriate for a Dean. The Executive Committee welcomed the feedback, and will include suggestions in a new draft including new language to identify that the Chair's "compensation will be negotiated with the Provost."

- H. Graduate Faculty Definition: Discussion ensued to revise the Graduate Faculty Definition without overriding decisions that are made at the Department and/or College-levels. Departments and colleges have internal standards to meet, so a broad definition that allows flexibility for departmental needs, but identifies a minimum standard for the Graduate Studies Office to submit to HLC and the Graduate Bulletin is preferred. Discussed points and edits include:
1. Use "Graduate Degree" rather than "Master's Degree" and remove all references to a "terminal degree": *A graduate degree in the professional field or discipline or an appropriate graduate degree as determined by the individual department.*
 2. Clarify "engage in graduate-level activities" so that advising, community service, and education are all included: *graduate-level roles*
 3. Change "Section 3: Membership" to *Section 3: Eligibility for Membership*
 4. Further explain Section 3. 3 "ability for graduate-level teaching"
 5. Reconsider the annual request for a Graduate Faculty listing to every other year, which would match the Graduate Bulletin's cycle.
- I. Curriculum Approval Committee (CAC) Timeline: Karen Gibson and Nathan Stuart discussed providing a deadline to the Provost's Office for sending curricular materials for CAC review prior to each Graduate Council meeting. The CAC would like one week before each Graduate Council meeting to read, offer feedback, and propose changes to provide due diligence in their role of approving curricular changes. If items come after the one-week deadline, they will be added to the next month's Graduate Council agenda. The CAC will make exceptions for time-sensitive requests. Karen Gibson will draft a document explaining these deadlines, and share it at the next Graduate Council meeting.
- J. Distinguished Master's Research Awards Committee: Cathy Toll announced that the committee (1) plans to work on criteria for a doctoral award, (2) will revisit the criteria for a masters culminating project that is not a thesis, and (3) are reviewing the timeline(s). All ideas are welcomed and encouraged; please contact her if you have suggestions.
- K. Greg Wypiszynski reported that OSA passed a resolution that undergraduate students in any type of student organization, greek life, or academic society should be honored during commencement. Historically, graduate honors and involvement are not recognized at Commencement Ceremonies due to the higher level of achievement already assumed by being a graduate student.
- L. Independent Study Courses: Greg Wypiszynski shared that UW System and HLC requirements for Independent Studies are to follow our current policies. Students using syllabi for courses that already exist have come through occasionally, and that does not follow what is identified in the Graduate Bulletin. We can revisit the policy, but in the meantime we should be making curricular modifications to capture the competencies in the cases where one is trying to replace a required course that has been cancelled. The Graduate Council agreed that Greg Wypiszynski should not approve proposals that do not adhere to the policy; and further provide guidance to the Independent Study faculty member.
- M. Graduate Faculty interested in reading the names of graduate students at commencement while they walk across the stage, please contact Greg Wypiszynski.
- N. The Office of Graduate Studies is planning a UW System Graduate School Conference for June of 2017 that will be held on the UW Oshkosh campus.

Motion to adjourn 2:50pm/Second: Fredi Giesler/Elizabeth Alderton.

Lori Halstead, Recorder.

Copies to: Graduate Council, Provost Lane Earns, Deans, OSA President, Office of Graduate Studies Staff