

Present: Elizabeth Alderton, Andrea Bekker, Jason Belnap, Denise Clark, Susan Cramer, John Cross, Mike Ford, David Fuller, Karen Gibson, Kathy Hagens, Randy Harris, Joan Heller, Marci Hoffman, Phan Hong, Lixin Jiang, Karen King, Shelly Lancaster, Karen Landay, Deb Matulle, Christine Roth, Alan Saginak, Bob Stelzer, Judy Westphal, Bill Wresch, Greg Wypiszynski

Excused: Eric Brunsell, Jamie Ceman, Steve Dunn, Fredi Giesler, Toni House, Jen Szydluk, Lori Worm

Guests: Mary Seaman, Jenna Graff

The meeting was called to order at 1:20 p.m. by Phan Hong. New members Lixin Jiang, David Fuller, and Karen Landay introduced themselves to the Council.

- A. McNair Scholars Program: Mary Seaman, Director of the McNair Scholars Program, announced openings for 4 graduate students to mentor undergraduate McNair scholars in the STEM, Humanities, and Social Science disciplines. A \$500 stipend will be provided to each mentor, and students are required to work with McNair Scholars through the spring semester and summer. Interested graduate students should send their resume to Dr. Seaman.
- B. Kingstar: Jenna Graff, Director of the Office of International Education, shared an opportunity for graduate level pathway programs funded by the Chinese Ministry of Education. Faculty are sent to China to teach courses the first year, then the students come to UW Oshkosh for the second year. An agent will be on campus November 20, if anyone is interested in discussing this with them, or contact Jenna Graff to schedule a meeting for more information.
 1. Challenges: no thesis requirements allowed, no entrance exam can be required prior their arrival, and courses cannot be online (although hybrid is accepted).
 2. Advantages: diversify the classroom; government scholarships (full fee paying); cost recovery income; faculty get the opportunity to travel overseas; and class sizes, tuition and fees, and implementation are at the program's discretion.
 3. Disadvantages: if programs currently require the GRE or other entrance exam, the exam cannot be waived for this group in order to fulfill their "no entrance exam" requirement; staffing issues in the programs; "advanced notice" may not be advanced enough; and removal of faculty hinder current programs and students.
- C. The minutes of the Graduate Council meeting of October 2, 2014 were approved as written. Motion to approve/Second: Judy Westphal/Karen Gibson. Approve: 19, Not Approve: 0, Abstain: 1.
- D. Curriculum Approval Committee: Four proposals were received, but only two were brought for a vote. Motion to approve/second the following actions: Mike Ford/Elizabeth Alderton. All in favor.
 1. MSW add 723 as an Elective
 2. Curriculum & Instruction and Literacy Programs: Disciplinary Literacy Certificate.

Karen Gibson explained that all new programs (Form C actions) are required to begin in the fall semester (a default set by the Provost's Office), and cannot be changed to spring at the

department level. Carleen Vande Zande required the other two actions to be returned to their department due to substantive changes.

- E. Summer School Surveys: Graduate summer surveys received 194 responses. Previous surveys were undergraduate-focused, and received very low graduate student responses. Susan Cramer disaggregated the data by college. The Council asked for data from those students who did not take a summer class, too.
- F. Graduate Student Survey: As of November 3, 175 responses were received. The data has not been reviewed, and an overview will be provided in December.
- G. Website Content: It will be important to make sure graduate websites are current and accurate for HLC. It is also important for recruiting new students to our programs. Susan Cramer distributed a checklist with items that probably should be on websites (not all items will apply to all programs). Contact her for an electronic copy of the checklist if you need it that way. She will be reviewing websites using the checklist most likely starting in January. Contact her if you would like to be near the top of the list.
- H. Constant Contact: Graduate Studies receives information from prospective students, and will forward their information to program coordinators for follow-up. An automated email is sent to all prospects with the program coordinator's contact information, but additional follow-up from the faculty may be beneficial.
- I. UW System GradStaff Meeting Report: Eleven of the 15 UW System campuses participated in a meeting organized by Greg Wypiszynski on the Oshkosh campus. The purpose is to network and brainstorm with fellow UW System graduate schools. Topics included program reviews, budget cuts, recruitment, Ed.D. vs Ph.D., and a variety of others at the micro and macro levels.

In late spring or early summer, UW Oshkosh hopes to host a UW System conference with EAB that will focus specifically on master's graduate education.

- J. Continuation Policy: Phan Hong is leading the Council to create a culminating experience continuation policy and fee and/or a continuous enrollment policy and fee. After contacting several similar schools, Dr. Hong found that universities have policies in place and charge a minimum of \$400 or the cost of one graduate credit each semester for using resources (email, library, lab equipment, faculty advising, etc.). Dr. Hong will email Council members to schedule another meeting to discuss this policy further.
 - 1. Advantages: revenue recovery option, increased motivation of students, helps students understand time management
 - 2. Disadvantages: costs to students, lack of clarity of who would manage the logistics, who would receive the fees (how would they be divided?), and is it possible to have a blanket policy for all programs, or would each program create their own?
- K. Distinguished Master's Research Award: Three students were nominated this year; Jacob Dittel from Biology, and Carol Hollar-Zwick and Stefanie Jochman, both from English. On behalf of the committee, Christine Roth recommended Carol Hollar-Zwick for the 2015 UW Oshkosh Distinguished Master's Research Award. Ms. Hollar-Zwick's work has been featured in *Voyageur Magazine*, *USA Today*, and the UK's *Daily Mail*. Her work also inspired an exhibit at the Neenah Historical Society and has been referenced in research about the Cold War. Motion to approve Ms. Hollar-Zwick's nomination/second. Judy Westphal/Karen Gibson. All in

favor. Dr. Roth thanked her committee for their work this semester. Carol Hollar-Zwick's thesis remains in the running to represent UW Oshkosh at the 2016 MAGS competition.

Due to a majority of graduate programs not offering a thesis option, the Council would like to discuss a second Distinguished Research Award for non-thesis programs at a future meeting.

- L. Graduate Honors Ceremony: The University's Honors & Award Ceremony has grown, and fewer students and donors are recognized like they once were. Some donors travel from out of state to present their awards, and need more recognition. Would the Council like to pursue a separate Honors & Awards Ceremony, specifically for graduate students? The Council agreed to continue this discussion at a future meeting.
- M. Graduate Student Association (GSA): The GSA met with Nick Dvoracek to learn about Google Hangouts and connecting with students online. Randy Harris and Reggie Parson met with Chancellor Leavitt to discuss graduate student issues on campus. The Chancellor noticed a decline in graduate student numbers, and invited them to meet with him once each month to discuss ideas for improvement. Council members asked the GSA to continue to include them in communications, and they will encourage their students to participate.

The Council requested a change in agenda organization to list all items that require discussion (i.e. Distinguished Research Award) before items that are informational (i.e. marketing). Motion to adjourn at 2:51pm.

The next Graduate Council meeting is on December 4, 2014 from 1:20 – 2:50pm in Sage 2210.

Marci Hoffman, Recorder

Copies to:

Graduate Council

Provost Lane Earns

Deans

OSA President

Office of Graduate Studies Staff