



School of Graduate Studies  
2004-05 Graduate Council Actions

Graduate Council Charge: Responsible for the formulation of policies concerning the graduate programs of the University of Wisconsin Oshkosh; serves as an advisory body to the Assistant Vice Chancellor of the School of Graduate Studies concerning the implementation of these policies.

Graduate Council 2002-03

COBA

Dean's Representative--Don Simons  
College's Graduate Faculty—Don Gudmundson, Robert Kunkel  
Graduate Student—Ramitha Herath

COEHS

Dean's Representative--Michael Ford  
College's Graduate Faculty—Kathryn Henn-Reinke, Curriculum and Instruction; Perry Rettig, Human Services and Professional Leadership

COLS

Dean's Representative—Andrew Robson,  
College's Graduate Faculty—Jim Koch, John Koker  
Graduate Student—Kelly Carew

CON

Dean's Representative--Rosemary Smith  
College's Graduate Faculty—Jaya Jambunathan, Vicki Moss

School of Graduate Studies

Assistant Vice Chancellor (Interim)—Marsha Rossiter (non-voting)  
Director of Graduate Admissions and Records--Greg Wypiszynski (non-voting; ex-officio)

**October 15, 2003** 1 hour and 16 minutes

Action Items

- I. Approved minutes of the 5/22/2002 Graduate Council meeting
- II. Approved the following committee assignments for 2003-04.  
Executive Committee (also has authority and responsibility to hear appeals for exception to School of Graduate Studies policy)  
Mike Ford, Andrew Robson, Don Simons, Rosemary Smith, Kelly Carew (Fall 2003), Ramitha Herath (Spring 2004), Marsha Rossiter—Chair

Curriculum Approval Committee

Jim Koch, Don Gudmundson, Vicki Moss, Perry Rettig, Ramitha Herath (Fall 2003), Kelly Carew (Spring 2004); Chair to be determined

Distinguished Thesis/Graduate Honors Recognition Committee

Bob Kunkel, Chair; Kathryn Henn-Reinke, John Koker, Jaya Jambunathan

In addition, Toyin Adeyemi is the graduate student representative to the Academic Policies Committee for Fall 2003. A graduate faculty representative needs to be named to the APC.

- IV. Graduate Faculty Marshal Appointment Process  
Consensus of those GC members present that the current process be continued:  
Nominations are made by the colleges and approved by the Graduate Council.

Discussion Items

- V. Commencement Procedures—Provost Keith Miller  
Provost Miller explained that all aspects of the current commencement ceremony process are being examined for possible ways of reducing the ceremony's length.. The goal is to have a 2-hour ceremony.

Consensus by those GC members present: They concur that all aspects of the fall Commencement ceremony be examined for where things could be "tightened."  
Examples: increase the "pace" of the procession into the ceremony; the increase "pace" of reading students' names; limit speakers' remarks to 10-15 minutes. These changes might be sufficient to shorten the ceremony to the desired 2-hour length. The Graduate Council does not support changing the participation/recognition of Masters Degree students until other changes have been tried.

Information Items

- VI. Revisions to School of Graduate Studies Appeals Procedures  
Greg W. presented proposed revisions of the current SGS appeals process. Discussion on this item will continue at the next GC meeting.
- VIII. Scheduling Future GC Meetings  
In addition to a meeting date for November will be proposed, consensus of those present to have the December meeting during the week of December 15<sup>th</sup>.

**November 13, 2003** 1 hour and 20 minutes

- I. AVC's Report—Marsha Rossiter
- A. As a follow-up, Marsha presented to Provost Miller the opinions of the Graduate Council and the Graduate Program Coordinators regarding the participation of master's degree students in the University's commencement ceremony.
- B. Six proposals were received for the 2004 Graduate Summer Initiative Program (GSIP).
- C. The units within Graduate Studies and Continuous Learning will be participating in a planning session with an external consultant. The Graduate Council will be included in the "conversation."

Action Items

- II. Approved the minutes of the 10/15/2003 GC meeting, with a correction to Marsha's name.
- III. Approved the following graduate faculty nominations as Graduate Faculty Marshals for the Fall 2004 commencement ceremony: Vicki Moss, Nursing; Perry Rettig, Human Services and Professional Leadership/COEHS.
- IV. Graduate Credit for Alternative Courses  
Consensus by those present that the Marsha and the Curriculum Approval Committee will develop provisional guidelines for addressing alternative courses offering graduate credit, for the Graduate Council's review and approval. The guidelines will then be shared with the COEHS. The process would be reviewed in Fall 2004. Curriculum approval might not necessarily include actual approval, but rather the CAC receiving a report of such activity.
- V. The Academic Policies Committee, according to its Bylaws, has requested that a member of the Curriculum Approval Committee be appointed to the APC as a representative of the CAC. After discussion, the CAC will nominate a member, to be approved by the Graduate Council and forwarded to the APC.

Committee Reports

- VI. Curriculum Approval Committee—Vicki Moss, Chair  
The CAC is reviewing a number of course actions as well as the MS-Physics Program Review.
- VII. Distinguished Thesis/Graduate Honors Recognition Committee  
Four nominations were received for the 2004 Distinguished Thesis Award. The winner was Brian Ayotte, MS-Psychology (Experimental). His thesis was also forwarded to the Midwest Association of Graduate Schools (MAGS) competition.

Information Items

- VIII. Revisions to School of Graduate Studies Appeals Procedures  
Greg has incorporated the suggestions he has received and will distributed revisions via email, and ask for any comments.

Items from Graduate Council Members

- IX. Question: Due to “grade inflation” over the past several years, should the current 2.75 gpa requirement for admission in full standing be reviewed?  
Comment/Response: Some programs are requiring a 3.0 gpa for admission in full standing. A gpa of 2.9 is more common at present. This requirement can be determined by the individual graduate programs.

**December 15, 2003** 1 hour and 30 minutes

- I. AVC’s Report—Marsha Rossiter  
The School of Graduate Studies and Continuous Learning is beginning a planning process, and Dr. Julie Furst-Bowe of UW-Stout will be the external consultant for the process. On- and off-campus constituencies will be included in the process at some point. The Graduate Council will be asked for input, particularly on the role of graduate education at UW Oshkosh.

Action Items

- II. Motion/second by A. Robson/D. Gudmundson to approve the minutes of the 11/13/2003 GC meeting. Motion passed: 14-Yes; 0-No.
- III. Curriculum Approval Committee—Vicki Moss, Chair  
The CAC has met with Marsha Rossiter to discuss and clarify the roles of the CAC and the School of Graduate Studies in the curriculum review process. Thus far the CAC has reviewed and approved four new courses, six course revisions, and one

program revision. They are continuing to study the MS-Physics Academic Program Review.

Bill Wresch, Chair of the Academic Policies Committee, met with Marsha, Vicki, Greg, and Gloria to discuss the APC's procedures for academic program review, and how the CAC/GC's review might complement it.

Vicki will serve as the GC's faculty representative to the Academic Policies Committee for Fall 2003, and Don Gudmundson for Spring 2004.

Motion/second by D. Gudmundson/R. Smith to approve the CAC's report. Motion passed: 14-Yes; 0-No.

#### Discussion Items

#### IV. Discussion on Commencement Ceremony—Marsha Rossiter

Marsha thanked Vicki Moss and Perry Rettig for serving as Graduate Faculty Marshals for the Fall 2004 Commencement. Marsha also thanked John Koker for suggesting that Merlaine Angwall be consulted regarding the master's degree students' hooding process. Her assistance was very helpful

Marsha has conveyed to the Provost the recommendations of the Graduate Council and the Graduate Program Coordinators that the master's degree students continue to be hooded on stage, as opposed to on the floor. Marsha has also requested a copy of the videotape of the Spring 2003 commencement ceremony to compare it to the recent one.

#### V. Review and Discussion of SGS Appeal Procedures—Greg Wypiszynski

Greg distributed the most recent draft of the procedures for the GC's review.

#### VI. Role of the GC in the Academic Program Review Process—Marsha Rossiter

The Curriculum Approval Committee asked that the GC discuss the roles of both the CAC and the GC in the academic program review process, particularly regarding what unique added value can be contributed by each group.

#### Conclusion

The issue needs further discussion. Additional GC members, beyond the CAC, need to be involved in the review process. The "value added" may be for information, planning, and strategic purpose.

- VII. Graduate Enrollment Position Paper—Marsha Rossiter and Greg Wypiszynski  
Based on their involvement in the Enrollment Management Team, Marsha and Greg are writing a position paper on graduate enrollment.

**February 26, 2004** 1 hour and 36 minutes

- I. AVC's Report--Marsha Rossiter introduced Erin Schwarz, graduate student in the MS-Psychology/Industrial-Organizational Program. Erin will serve as a member of the Graduate Council and also on the Curriculum Approval Committee.

Action Items

- II. Motion/second by P. Rettig/D. Simons to approve the minutes of the Dec 15, 2003, Graduate Council meeting. Motion passed: 12-Yes, 0-No.

- III. Curriculum Approval Committee Report—Vicki Moss, Chair

- A. The CAC presented the following comments and recommendation concerning the MS-Physics Program Review: The CAC recommends that admissions to the MS-Physics Program be suspended.

Motion/second by R. Smith/D. Simons to amend the CAC's recommendation as follows: The Graduate Council recommends temporary suspension of admissions to the MS-Physics Program as currently configured, until such time as appropriate programmatic revisions are made to address the concerns of the CAC report of February 18, 2004. Motion passed: 12-Yes, 0-No.

Motion to approve the CAC report concerning the MS-Physics Program Review as amended passed: 12-Yes, 1-No.

Marsha will forward the Graduate Council's action, the CAC's report, and her comments to the Provost's Office for the next level of review.

- B The CAC recommends approval of the following COEHS program action for all COEHS Graduate Programs: change in status from undergraduate to graduate in COEHS dual level courses must be made prior to the date set in the UW Oshkosh semester calendar for "Last Day to Add a class without Instructor's Signature."

The CAC discussed revision of guidelines for Graduate Council review of graduate program reviews. They feel that more concise and graduate-focused guidelines would be desirable. Greg Wypizynski will forward sample materials from the Council of Graduate Schools and from other institutions

for the CAC to review. They will select those items that pertain specifically to graduate programs. From those recommendations, the CAC will revise the guidelines for the Graduate Council review of graduate program reviews.

Motion/second by P. Rettig/R. Smith to accept these recommendations from the CAC passed: 12-Yes, 0-No.

- IV. Marsha mentioned that a Graduate Council member needed to serve as a reviewer for the Jack Kent Cooke Foundation Graduate Scholarship Program.

#### Discussion Items

- V. Discussion on commencement procedures. Marsha learned that having both Graduate Faculty marshals involved in the hooding process at the Fall 2003 Commencement reduced each hooding by 4 seconds. This new practice will be adopted for future ceremonies.
- VI. Review and discussion of School of Graduate Studies appeal procedures. Greg W. distributed copies of the latest draft, which will also be shared with the Graduate Program Coordinators. This will be the final stage of revisions before approval of the procedures at the next Council and Coordinators meetings. Any comments should be sent to Greg.
- VII. Strategic positioning of graduate education. Marsha distributed copies of a "Briefing Paper" that she and Greg presented to the Chancellor's Administrative Staff on "Strategic Positioning of Graduate Education" at UW Oshkosh.
- VIII. Graduate Studies and Continuous Learning Spring 2004 Visioning and Planning Process. Marsha distributed information for the upcoming GSCL Planning and Visioning Process during Spring 2004. Graduate Studies and Continuous Learning includes the following units: School of Graduate Studies, Center for New Learning, Continuing Education and Extension, and Testing Services. The common mission of the units is that they all serve working adults seeking continuing education, both graduate and undergraduate. The Graduate Council will be scheduled during the process to meet with the external planning consultant, Dr. Julie Furst-Bowe, Director of the Center for Assessment and Continuous Improvement, UW-Stout.

#### Information Items

- IX. Report on Spring 2004 Advanced Opportunity Fellowship Program (AOFPP) Awards. The reviewers include the Graduate Honors Recognition Committee. Three applications were received and recommended for funding.

Approved by the Graduate Council via mail ballot, April 5, 2004  
Graduate Faculty Marshals for Spring 2004 Commencement ceremonies:  
Alan Saginak, Counselor Education  
Paul Ansfield, Psychology  
Quin Sullivan, Social Work  
Jakob Iversen, COBA

Approved by the CAC, April 12, 2004, on behalf of the Graduate Council  
Approval of the UW Consortium MBA Degree—Entitlement to Plan and Implementation Plan.

Approved by the CAC, April 15, 2004, on behalf of the Graduate Council  
New Courses  
SOC WK 727, Psychopathology and Strength-Based Assessment, 3 cr  
SOC WK 798, Independent Study, 1-3 cr

Program Actions

1. MS-Social Work, Add SOC WK 727, Psychopathology and Strength-Based Assessment to the list of options for the Advanced Human Behavior course.
2. MS-Social work, Add Social work 798, Independent Study, to the list of approved electives.

Approved by the CAC, May 11, 2004, on behalf of the Graduate Council  
New Course  
ENGLISH 322/522, Theories of Rhetoric and Writing, 3 cr, change in course title and course description