



Office of Graduate Studies  
2010-11 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 Director of Graduate Admissions and Records, and the Provost and Vice Chancellor.

Graduate Council 2010-11

<u>COB</u>	<u>Name</u>	<u>Dept</u>	<u>Term Ends</u>
Dean's Representative	Ashay Desai		2011
Graduate Program Coordinator (Fall Semester)	Mike Tippins		
Graduate Program Coordinator (Spring Semester)	William Wresch		

<u>COEHS</u>	<u>Name</u>	<u>Dept</u>	<u>Term Ends</u>
Dean's Representative	Penny Garcia	MS-Ed Leadership	2011
Graduate Program Coordinator	Denise Clark	MSE-Special Education	
Graduate Program Coordinator	Susan Cramer	MS-Ed Leadership	
Graduate Program Coordinator	Kathy Henn-Reinke	MSE-Curriculum and Instruction	
Graduate Program Coordinator	Alan Saginak	MSE-Professional Counseling	
Graduate Program Coordinator	Joan Simmons	MSE-Reading Education	
Graduate Student Representative (Fall Semester)	Thomas Wolff	Non-degree-COEHS	2010
Graduate Student Representative	Aaron Knapp	MS-Ed Leadership	2011

<u>COLS</u>	<u>Name</u>	<u>Dept</u>	<u>Term Ends</u>
Dean's Representative	David Bruno	Master of Social Work	2011
Graduate Program Coordinator	Christine Roth	MA-English	
Graduate Program Coordinator	Craig Maher	Master of Public Admin	
Graduate Program Coordinator	Bob Stelzer	MS-Biology	
Graduate Program Coordinator	Frances Rauscher	MS-Psychology	
Graduate Program Coordinator	Judy Martin	Master of Social Work	
Graduate Program Coordinator	Jennifer Szydlik	MS-Mathematics Ed	
Graduate Student Representative (Spring Semester)	Kristina Pagel	MS-Psychology	2011

## 2010-11 Graduate Council Actions

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<u>CON</u>	<u>Name</u>	<u>Dept</u>	<u>Term Ends</u>
Dean's Representative	Kim Udlis		2011
Graduate Program Coordinator	Sharon Chappy		

<u>Graduate Studies</u>	<u>Name</u>		
Dean-in-Residence; ex officio	Fred Yeo	COEHS	2011
Graduate Council Chair, voting	James Koch	Psychology/COLS	2012
Office of Graduate Studies; ex officio	Greg Wypiszynski	Director of Graduate Services	

### Academic Policies Committee representatives

Graduate Faculty: Kim Udlis

Graduate Student: Kristina Pagel

### **Graduate Council Meeting, October 7, 2010 (82 minutes):**

#### **Approval Items:**

1. The minutes of the Graduate Council meeting of May 6, 2010 were approved as written.
2. Aaron Knapp, MS-Educational Leadership, was approved as a graduate student representative to the Graduate Council for 2010-11. Thomas Wolf's, MS-Educational Leadership, approval as a graduate student representative to the Graduate Council is pending based on his admission status.
3. The following standing committees and Graduate Council representative appointments were determined by self-appointment, discussion and approved.

#### Executive Committee:

<u>College Represented</u>	<u>Name</u>	<u>Dept</u>	<u>Term Ends</u>
COB	Mike Tippins	GPC MBA	2010
COB	William Wresch	GPC MBA	2011
COEHS	Susan Cramer	GPC MS Ed Leadership	
COLS	Fran Rauscher	GPC MS Psychology	
CON	Sharon Chappy	GPC MS Nursing	
Graduate Student	Aaron Knapp	MS Ed Leadership	2011
GC Chair	Jim Koch	Psychology	2012
Dean-in-Residence	Fred Yeo	COEHS	2011

#### Curriculum Approval Committee:

<u>College Represented</u>	<u>Name</u>	<u>Dept</u>	<u>Term Ends</u>
COB	Ashay Desai		2011
COEHS	Kathy Henn-Reinke	GPC MSE C & I	
COLS	David Bruno	MSW	2011
CON	Kim Udlis		2011

Graduate Student	Thomas Wolf	Non-degree-COEHS	2010
Graduate Student	Kristina Pagel	MS Psychology	2011

Distinguished Research Award Review Committee:*Note: This Committee was suspended for AY 2010-11.*Graduate Studies Travel Fund Review Committee:

<u>College Represented</u>	<u>Name</u>	<u>Dept</u>	<u>Term Ends</u>
COB	Mike Tippins		2010
COB	William Wresch		2011
COEHS	Susan Cramer	GPC MS Ed Leadership	
COLS	Jen Szydlik	GPC MS Math Ed	
CON	Sharon Chappy		

Graduate Studies Initiatives Program:

<u>College Represented</u>	<u>Name</u>	<u>Dept</u>	<u>Council Term Ends</u>
COB	Mike Tippins		2010
COB	William Wresch		2011
COEHS	Kathy Henn-Reinke	GPC MSE C & I	
COLS	Bob Stelzer	GPC Biology	
CON	Kim Udliis		2011
Graduate Student	Aaron Knapp	MS Ed Leadership	2011

Graduate Studies Representative to the Faculty Development Board: Denise ClarkGraduate Studies Representative to the Office of Grants Collaborative Research Committee:  
Fred Giesler (Fall semester), Craig Maher (Spring semester)**Discussion Items:**

- Alternates and Committee Membership  
The Council determined that alternates would serve on committees in which the Graduate Council member for whom they are an alternate, are serving. Alternates would serve in lieu of the representative on the Graduate Council.
- Distinguished Research Award Review Committee  
This award has been suspended due to the MAGS cycle which supports PhD students more than master's level students. Also, MAGS competition guidelines do not allow many of the non-thesis graduate programs at UWO to participate. Because many students may benefit from this award, the Council agreed to revisit this issue in the future.
- Graduate Studies Initiatives Program

The guidelines and processing of GSIP proposals were discussed. All Council and GSIP committee members will have open access to all proposals received.

**Graduate Council Meeting, November 4, 2010 (77 minutes):**

**Approval Items:**

1. The minutes of the Graduate Council meeting of October 7, 2010 were approved as written.
2. Graduate Studies Initiatives Program  
The GSIP committee presented the Graduate Council with an evaluation form for proposal reviews. The form was designed so that the GSIP can review proposals and share comments with the Council for final approval. The document was approved, motion passed: Yes-14, No-0, Abstain-0. Discussion continued and the following amendments were created:
  - a. Amend to remove the last element of the document, *“No other reasonable sources of support can be used to fund the proposal.”* While there are many outside sources that may support these proposals, the reasons to approve or not approve a proposal are often different.
  - b. Amend to divide criteria into Primary and Secondary requirements. It was agreed by the Graduate Council that the four most important (primary) elements for review were, *“the proposal addresses a clearly defined need(s),” “the proposal lists clear objectives,” “proposal objectives are connected logically to the need(s),” and “proposal objectives are clearly linked to one or more of the Graduate Studies Strategic Plan Initiatives.”* All other elements in the document will be labeled secondary.
  - c. Amend to move *“expected outcomes seem achievable,”* from the Secondary requirements to the Primary requirements.
  - d. A motion was made to approve the document as amended. Motion passed: Yes-14, No-0, Abstain-0.

**Discussion Items:**

1. Distinguished Thesis (MAGS) Competition Participation  
In the past, the Graduate Council suspended MAGS as they did not want to only support the same 2-3 programs who qualified for the competition. Instead, the Council decided to focus on more inclusive options such as “Celebration of Scholarship.” The Council discussed a need to form a committee and refine the evaluation of applications beginning with the next MAGS cycle, as this year’s deadline has already passed. A motion to resume participation in MAGS Distinguished Thesis Competition was made. Motion passed: Yes-14, No-0, Abstain-0.
2. The Graduate Studies Office requested notification of any programmatic changes that do not require curricular action. The Council agreed to share copies of their departmental meeting minutes with Graduate Studies as they become available.

**Graduate Council Meeting, December 2, 2010 (83 minutes):**

**Approval Items:**

1. The minutes of the Graduate Council meeting of November 4, 2010 were approved as written.
2. Graduate Studies Initiatives Program  
The Department of Special Education submitted a proposal to the GSIP Committee. The GSIP Committee's votes were to Approve-2, Not Approve-2, and the Committee Chair also voted not to approve at this time. Discussion ensued over the GSIP Committee's reasons for approval or not approval as well as if the GSIP Committee could partially fund the award until more information was received. The funding request for preliminary work was very high and there wasn't enough information of what the work would include. The GSIP Committee motioned to not fund the proposal. Motion passed: Not Approve-15, Approve-0, Abstain-0. The GSIP Committee will provide feedback to the department who may choose to resubmit a the updated proposal.

**Discussion Items:**

1. Business Success Center Surveys  
The Executive Committee of the Graduate Council had been working with the Business Success Center who sent out seven surveys to 1000 people. Some items found within the surveys showed that graduate visibility is low and stipends offered to UW Oshkosh graduate students are much lower than other graduate schools. At this time there is a lot of data flowing in; however it has not yet been analyzed.

**Graduate Council Meeting, March 3, 2011 (89 minutes):**

**Approval Items:**

1. The minutes of the Graduate Council meeting of December 2, 2010 were approved as written.
2. Changes to Assessment Language in Faculty and Academic Staff Handbook  
The Graduate Council Executive Committee proposed a change to the assessment language in the Faculty and Academic Staff Handbook in regards to evaluating the assessment of graduate programs during their self-study. The following proposed language was approved by the Executive Committee on February 10, 2011. "*Describe results of assessment of student learning outcomes and how these results have affected the program, curriculum, and assessment procedures.*" Motion was to accept the committee's recommendation of the statement about assessment. Motion passed: Yes-15, No-0, Abstain-0.
3. Graduate Council Membership and Committees Changes  
All Graduate Council membership and committee changes for the Spring 2011 semester were approved via email ballot.
  - a. William Wresch replaces Mike Tippins as the Graduate Program Coordinator for MBA. Dr. Wresch will also replace Dr. Tippins' Graduate Council Committee assignments (Executive, GSIP, GSTF).
  - b. Kristina Pagel replaces Thomas Wolf as a Graduate Student Representative and

- will take all of Mr. Wolf's committee positions.
- c. Craig Maher volunteered to be the Graduate Studies Representative to the Office of Grants and Collaborative Research Committee.
  - d. Bob Stelzer returned to the Graduate Council, and will take over from Lisa Dorn (alternate) his role on the GSIP Committee.
4. Graduate Studies Initiatives Program  
The GSIP Committee shared the Mathematics Education proposal, and stated it was well-written and concise. The GSIP Committee recommended the Council approve the proposal. Motion passed: Yes-15, No-0, Abstain-0.
  5. Curriculum Approval Committee Recommendations  
The CAC shared their summary and recommendation for approval of the MS-Educational Leadership program review. Motion passed: Yes-15, No-0, Abstain-0.
  6. Bylaws Revision  
The Executive Committee shared several suggested changes of the Graduate Council Bylaws. Discussion ensued of all proposed changes, and a motion to waive the first reading was approved. A second motion to approve the bylaws as amended and changed was approved. Motion passed Yes-15, No-0, Abstain-0. The updated bylaws will be submitted to Faculty Senate.

**Graduate Council Meeting, April 7, 2011 (92 minutes):**

**Approval Items:**

1. The minutes of the Graduate Council meeting of March 3, 2011 were approved as written.
2. Curriculum Approval Committee Recommendations  
The CAC shared their summary and recommendations for approval of the MSE-Reading Education, MSE-Curriculum & Instruction, and MS-Biology program reviews. Motion passed: Approve-16, Not Approve-0, Abstain-0.
3. Graduate Studies Travel Fund Guidelines Revision  
The GSTF brought revisions of the GSTF Guidelines to the Council for approval. Discussion ensued and there was some confusion in the new guidelines regarding the amount allocated and available for funding. The Council agreed to remove the sentence, "Every academic year, the Graduate Studies Office allocates \$4800 to the Graduate Studies Travel Fund." Instead, at the top of the page the guidelines will state, "Contingent upon funding. Anticipated Funding is \$4800." Motion passed: Approve-16, Not Approve-0, Abstain-0.
4. MSW Transfer Credits  
The MSW program stated that the credit transfer policy at UW-Green Bay allows graduate students to transfer in 12 credits from another university into their program. UW Oshkosh's policy is to allow a maximum of 9 transfer credits. Being a collaborative program between these two universities, the MSW program requested an exception to this policy in order to create a unified and consistent set of rules for students on both campuses. Motion passed: Approve-16, Not Approve-0, Abstain-0

**Discussion Items:**

1. Policy for +/- Grades

Discussion regarding a revision to the graduate GPA guidelines with the new +/- grading system. The Council agreed to revisit this discussion at the next meeting.

2. Graduate Council Chair

The approved changes to the Council bylaws changed the Chair's position from 2 years to 3 years. The Council asked Dr. Jim Koch to remain the Chair for a third year, grandfathering him into the new three-year term. Dr. Koch agreed. Motion passed: Approve-16, Not Approve-0, Abstain-0.

**Graduate Council Meeting, May 5, 2011 (87 minutes):**

**Approval Items:**

1. The minutes of the Graduate Council meeting of April 7, 2011 were approved as written. Minutes of the May 5, 2011 meeting will be approved at the first fall meeting on September 8, 2011.

2. Curriculum Approval Committee Recommendations

The CAC shared their summary and recommendations for approval for the following curricular actions.

- a. Professional Counseling Program Review. Motion passed: Approve-15, Not Approve-0, Abstain-0.
- b. Psychology Change Title of Emphasis Form C. Motion passed: Approve-15, Not Approve-0, Abstain-0.
- c. English Application Deadline Change Form C. Motion passed: Approve-15, Not Approve-0, Abstain-0.
- d. English Application Materials Change Form C. Motion passed: Approve-15, Not Approve-0, Abstain-0.
- e. Leadership Social Justice Certificate Form C. Motion passed: Approved with Modifications – 15, Not Approve – 0, Abstain – 0.
- f. Athletics Program Leadership Certificate Form C. Motion passed: Approved with Modifications – 15, Not Approve – 0, Abstain – 0.
- g. MPA Realign Core Courses Form C. Motion passed: Approve-15, Not Approve-0, Abstain-0.
- h. MPA Realign Curriculum Form C. Motion passed: Approve-15, Not Approve-0, Abstain-0.

**Discussion Items:**

1. Policy for +/- Grades

Due to changes in the university grading system, the Council revised the Graduate Studies Office's Policy for +/- Grades. The new language states, "*A cumulative grade point average of at least a 3.00 must be earned on all work that applies to the graduate degree or program.*" "*A grade of F will not count as credits toward any degree or program.*" A motion to approve the policy changes was made, motion passed: Approve-15, Not Approve-0, Abstain-0.

2. Program Coordinator Changes Beginning Fall 2011

The Council was asked to notify the Graduate Studies Office of any upcoming

membership changes and alternates for the 2011-12 academic year.

- a. Phan Hong replacing Fran Rauscher in Experimental Psychology
- b. Judy Hankes replacing Kathy Henn-Reinke in Curriculum & Instruction
- c. Laura Jean Baker replacing Christine Roth in English