

**GRADUATE COUNCIL
2014-15 ACTIONS REPORT**

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 Services, Dean of Graduate Studies, and the Provost & Vice Chancellor.

COB	NAME	PROGRAM	TERM
Dean's Representative	Lee Van Scyoc		Fall 2014
Dean's Representative	David Fuller		Spring 2015
MBA Director, ex-officio	Kathy Hagens	Business Administration (MBA)	*
Graduate Faculty Representative	William Wresch	Business Administration (MBA)	*
Graduate Program Coordinator	Steve Dunn	Sustainable Management (MS)	*
Graduate Student Representative	Karen Landay	Business Administration (MBA)	2014-15
COEHS	NAME	PROGRAM	TERM
Dean's Representative	Elizabeth Alderton		2014-15
THSL Director	Toni House	Trans Human Services Lead (MS)	*
Graduate Program Coordinator	Denise Clark	Special Education (MSE)	*
Graduate Program Coordinator	Karen Gibson	Ed Leadership & Policy (MS)	*
Graduate Program Coordinator	Eric Brunsell	Teaching & Learning (MSE)	*
Graduate Program Coordinator	Alan Saginak	Professional Counseling (MSE)	*
Graduate Program Coordinator	Mike Ford	Literacy (MSE)	*
Graduate Student Representative	Randy Harris	Educational Leadership (MS)	2014-15
COLS	NAME	PROGRAM	TERM
Dean's Representative	John Cross		2014-15
Graduate Program Coordinator	Christine Roth	English (MA)	*
Graduate Program Coordinator	Karen King	Public Administration (MPA)	*
Graduate Program Coordinator	Bob Stelzer	Biology (MS)	*
GPC Alternate	Lixin Jiang	Psychology (MS)	2014-15
GPC Alternate	Joan Heller	Social Work (MSW)	2014-15
GPC Alternate	Jason Belnap	Mathematics Education (MS)	Fall 2014
Graduate Program Coordinator	Jennifer Szydlak	Mathematics Education (MS)	Spring 2015
Graduate Student Representative	Agnes Vetinde	Public Administration (MPA)	Fall 2014
CON	NAME	PROGRAM	TERM
Dean's Representative	Shelly Lancaster		2014-15
Graduate Program Coordinator	Judy Westphal	Nursing (MSN/DNP)	*
GRADUATE STUDIES	NAME	OFFICE	
Graduate Council Chair, voting	Phan Hong	Psychology	2014-17
Dean, Graduate Studies; ex-officio	Susan Cramer	Graduate Studies	*
Director, Graduate Studies; ex-officio	Greg Wypiszynski	Graduate Studies	*
Marketing Rep, ex-officio	Jamie Ceman	IMC	*
Admin Services Rep, ex-officio	Lori Worm	Administrative Services	*
Admin Services Rep, ex-officio	Deb Matulle	Administrative Services	*
Recorder	Marci Hoffman	Graduate Studies	*

*Indefinitely (until no longer serving in this capacity)

GRADUATE COUNCIL MEETING, SEPTEMBER 11, 2014 (90 MINUTES):**APPROVAL ITEMS**

- The minutes of the Graduate Council meeting of May 2, 2014 were approved as written. Motion to approve/Second: Elizabeth Alderton/Eric Brunsell.
- Sharon Chappy accepted the Dean of the College of Nursing position at Concordia University. Nominations for a new Graduate Council Chair ensued. Motion to table a vote until October/Second: John Cross/Karl Nollenberger.

SUBCOMMITTEE MEMBERSHIP**EXECUTIVE COMMITTEE:**

COLLEGE	NAME	PROGRAM
COB	Steve Dunn	Sustainable Management
COEHS	Alan Saginak	Professional Counseling
COLS	Bob Stelzer	Biology
CON	Judy Westphal	Nursing
Dean	Susan Cramer	Graduate Studies
Graduate Student	Randy Harris	Educational Leadership

CURRICULUM APPROVAL COMMITTEE:

COLLEGE	NAME	PROGRAM
COB	Lee Van Scyoc	Dean's Representative
COEHS	Karen Gibson	Educational Leadership
COLS	Jason Belnap	Mathematics Education
CON	Judy Westphal	Nursing
Graduate Student	Agnes Vetinde	Public Administration

ACADEMIC POLICIES COMMITTEE REPRESENTATIVES

Graduate Faculty Representative– TBD

Graduate Student Representative– Agnes Vetinde, Public Administration

DISTINGUISHED MASTERS RESEARCH AWARD COMMITTEE:

COLLEGE	NAME	PROGRAM
COB	Lee Van Scyoc	Dean's Representative
COEHS	Toni House	Trans Human Services Lead
COLS	Christine Roth	English
CON	Waived	Nursing

GRADUATE STUDIES TRAVEL FUND REVIEW COMMITTEE

COLLEGE	NAME	DEPT
COB	Kathy Hagens	Business Administration
COEHS	Elizabeth Alderton	Dean's Representative
COLS	John Cross	Dean's Representative
CON	Shelly Lancaster	Dean's Representative

GRADUATE STUDIES INITIATIVES PROGRAM:

COLLEGE	NAME	DEPT
COB	Kathy Hagens	Business Administration
COEHS	Eric Brunsell	Teaching & Learning
COLS	Karl Nollenberger	Public Administration
CON	Shelly Lancaster	Nursing
Graduate Student	Randy Harris	Educational Leadership

GRADUATE REPRESENTATIVE TO THE FACULTY DEVELOPMENT BOARD: TBD

GRADUATE REPRESENTATIVE TO UW OSHKOSH SCHOLARLY AND CREATIVE ACTIVITIES BOARD:

Joan Heller, Social Work

GRADUATE STUDENT REPRESENTATIVE ON THE SEGREGATED FEES COMMITTEE:

Sabrina Prus, Business Administration

DISCUSSION ITEMS

- A dual-level course review is underway by Susan Cramer for the 2017 HLC visit.
- The average length of degree for all programs was required by the Financial Aid Office to follow federal laws and regulations.
- The Graduate Studies Office documented prospective student contacts, and will use the data to request funding for future marketing campaigns.
- Prospective student traffic has gone up since fall 2013. The Graduate Studies Office has requested \$80,000 from the Provost to support a 3-year marketing cycle. GSIP approved \$20,000.
- Dean Cramer asked Council members to attend all open forums for the Chancellor Search & Screen, and to ask candidates about support for graduate education.
- Dean Cramer shared an overview of the GSIP and a list of all projects supported since inception.
- If funding to support tuition waivers was accessible to all students, would that be useful for recruiting? Council members felt that students need employment opportunities more than a partial tuition waiver.
- The Provost's Admin Staff approved the Transfer and Waiver course policy. It will be updated in the Graduate Bulletin.
- An amendment to the Credit for Prior Learning policy was added to identify that student learning must be related to "the learning outcomes in" a particular course. Motion to approve amendment/Second: Karl Nollenberger/Shelly Lancaster.
- Susan Cramer, Phan Hong, and Shelly Lancaster agreed to work on a Thesis Continuation policy.
- The Provost has approved \$29,821 for Graduate STEP funding for the 2014-15 academic year, and the Council will follow the same process as last year. Motion to require an October 1 deadline/Second: Karl Nollenberger/John Cross.
- The Graduate Studies Office and the Graduate Student Association created a graduate student survey over the summer. Areas were of focus in the survey are factors influencing attendance, do campus services meet student needs, and student demographics.
- The summer school survey was sent electronically to all graduate students. A total of 574 emails were sent in June, and 554 in July. Compared to 74 responses in 2013 and 9 responses in 2012; 192 responses were received this summer (2014).
- The Graduate Studies Office plans to submit clothing for wordmark embroidery.
- New members of the GSA have taken on roles in the Executive Committee. Since inception (fall 2013), ten regular members continue to serve. The goal for 2014-15 is to continue with more social opportunities, but also to focus strongly on professional and academic needs.
- Initiatives for 2014-15 include HLC preparation and advocating graduate education and a review of the GA allocations.

Reminders: Please notify Susan Cramer of new site locations (physical locations) of off-campus programs (tracking for HLC), and use the Graduate Studies Office wordmark on marketing materials.

GRADUATE COUNCIL MEETING, OCTOBER 2, 2014 (93 MINUTES)

APPROVAL ITEMS

- The minutes of the Graduate Council meeting of [September 11](#), 2014 were approved as written. Motion to approve/Second: Elizabeth Alderton/Karen Gibson.
- Elizabeth Alderton and Phan Hong accepted nominations for the Graduate Council Chair position. Each spoke briefly of their vision for graduate education. Motion for a paper ballot/Second: Shelly Lancaster/Jason Belnap. Susan Cramer counted the votes; Phan Hong will serve a 3-year term as the Graduate Council Chair.
- Due to changes in ancillary funding, graduate student advocacy is necessary on the Faculty Development Board. Preference is that a member of the Graduate Council serves to maintain communication between both groups. Phan Hong was nominated, and accepted the nomination. Motion to approve/Second: Shelly Lancaster/Mike Ford.
- Academic Policies Committee Representative: Karen Gibson volunteered to serve. Motion to approve/Second: Phan Hong/Shelly Lancaster.
- Committee Chairs:
 - Executive Committee: Graduate Council bylaws state the Chair of the Council will also Chair the Executive Committee. Motion to approve Phan Hong as Executive Committee Chair/Second: Bob Stelzer/Shelly Lancaster.
 - Curriculum Approval Committee: Karen Gibson volunteered. Motion to approve/Second: Phan Hong/Shelly Lancaster.
 - Distinguished Research Awards: Christine Roth volunteered/Second by Judy Westphal
 - Graduate Studies Travel Fund: Elizabeth Alderton volunteered/Second by Judy Westphal
 - Graduate Studies Initiatives Program: Shelly Lancaster was nominated by Jason Belnap and Karen Gibson. Nomination accepted.

DISCUSSION ITEMS

- Six STEP proposals were received to hire 8 students, and the total requested amount was less than what is available. Susan Cramer and Phan Hong will discuss the proposals to ensure equity, and any remaining funds will be available on a first-come, first-serve basis.
- Interim Chancellor Roter requested an overview of Graduate Studies for Chancellor Leavitt. Any feedback should be provided to Dean Cramer.
- AVC Vande Zande requested from Dean Cramer a bulleted list explaining the difference between research and professional doctorates, both of which fall under the IPEDS category of research and scholarship doctorates. This information will be shared with the Board of Regents, and will be used to identify a need for doctoral programs at the comprehensive universities.
- Judy Westphal submitted a GSIP proposal for a Nursing *Matters* Ad for a total of \$1680, and Phan Hong submitted a proposal for \$350 to send graduate students to a recruitment fair. Both proposals were approved by Dean Cramer.
- LLCE provides medals to outstanding nontraditional students during Nontraditional Student Week, and asked if the Graduate Council would like graduate students included. The Graduate Council didn't feel a need to pursue this, unless a monetary award was included.
- The Provost requested a six-year, comprehensive marketing plan before he will provide additional marketing and recruitment funding. Dean Cramer asked what marketing the Coordinators do based on the student's academic life cycle. She and Jamie Ceman will write a plan based on the feedback.
- IMC pulled analytics from each program's website for 2012, 2013, and 2014. The data shows the number of people viewing each program's site. The next step is to identify how we encourage those individuals to apply for a graduate degree. There was a request for more data generated by IMC, specifically from where the hits were coming. Some coordinators believe that the average time spent viewing the site is not an accurate indicator of student interest.

GRADUATE COUNCIL MEETING, NOVEMBER 6, 2014 (67 MINUTES)

GUESTS

- 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.
- Jenna Graff, Director of International Education, shared an opportunity for graduate level pathway programs funded by the Chinese Ministry of Education.

APPROVAL ITEMS

- 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.
- Curriculum Approval Committee: Four proposals were received, but only two were brought for a vote. The other two actions were returned to their department due to substantive changes. Motion to approve/second the following actions: Mike Ford/Elizabeth Alderton.
 - MSW add 723 as an Elective
 - Curriculum & Instruction and Literacy Programs: Disciplinary Literacy Certificate.

DISCUSSION ITEMS

- 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.
- As of November 3, 175 responses were received from the Graduate Student Survey.
- It is important that graduate websites are current and accurate for HLC and recruitment. Susan Cramer will review websites starting in January.
- Graduate Studies receives information from prospective students through Constant Contact, and will forward the information to program coordinators for follow-up.
- Eleven of the 15 UW System campuses participated in a meeting organized by Greg Wypiszynski. The purpose is to network and brainstorm with fellow UW System graduate schools.
- Phan Hong is leading the Council to create a culminating experience continuation policy and fee and/or a continuous enrollment policy and fee.
- Three students were nominated for the Distinguished Master's Research Award this year; Jacob Dittel from Biology, 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. Motion to approve Ms. Hollar-Zwick's nomination/second. Judy Westphal/Karen Gibson. 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.
- 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. The Council agreed to discuss offering a separate ceremony for graduate students at a future meeting.
- 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.
- 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).

• **GRADUATE COUNCIL MEETING, DECEMBER 4, 2014 (93 MINUTES):**

GUESTS

- Terri Gohmann shared information about the Student At Risk Response Team (SARRT).
- Karen Heikel shared information about a new Data Science (MS) UW System collaborative graduate degree program. Erik Krohn from Computer Science will be Oshkosh's Campus Director. The Council's general consensus was that the UW System collaborative programs allow for universities to obtain expertise they may not otherwise have access to. However, it is difficult to continue to use current faculty for these programs at the expense of existing (one campus, only) programs and students.
- Kathryn Scheeler shared information about the fall GradSchool Fest.

APPROVAL ITEMS

- The minutes of the Graduate Council meeting of November 6, 2014 were approved as written. Motion to approve/second: Steve Dunn/Alan Saginak.

DISCUSSION ITEMS

- Two Graduate Studies Travel Fund applications were received, so each student received their maximum award. Varying award amounts over the years encouraged discussion. Elizabeth Alderton will review the history and bring an assessment to the Council. The Travel Fund will remain as-is for the remainder of the academic year.
- Randy Harris and Reggie Parson, GSA President and Vice President, respectively, will meet with the Chancellor in January, and they asked if the Council would like any graduate student issues brought to his attention. The Council requested ideas from the Chancellor of how to improve GA and RA employment opportunities (in salary and number).
- The Graduate Council would like to arrange a special session to meet with the Chancellor outside of the regular Graduate Council meeting schedule. Council discussion ideas will include scholarships and stipends, cost recovery dollars to the programs, student support ideas other than through funding (inclusive excellence, gathering space specifically for graduate students, etc.).
- The University's Honors & Awards Ceremony has grown, and sponsors and students are not receiving recognition like they once were. After speaking with the Provost, Dean Cramer found that a separate ceremony is possible, but the funding and organization would be the responsibility of the Graduate Council. Discussion ensued to combine this ceremony with the Friends of Graduate Education Reception.
- Motion to approve creation of a second Distinguished Research Award for programs that do not include a thesis requirement and to create an ad hoc committee to determine new guidelines/Second: Christine Roth/Bob Stelzer. Ad hoc committee members include Karen Gibson, Alfred Kisubi, Elizabeth Alderton, and Karl Nollenberger.
- The Graduate Studies Office asked how many programs use the calculated GPA listed on Admissions Evaluations. The process to calculate is extensive, and the time could be spent elsewhere. Council members felt a GPA is important.
- Phan Hong asked the Council if merging graduate students with undergraduates as research mentors would be helpful in the programs. This would be a volunteer opportunity for service hours, and the graduate student would serve as a mentor (in addition to a faculty member) to undergraduates completing major research projects.

GRADUATE COUNCIL MEETING, FEBRUARY 5, 2015 (90 MINUTES):

GUESTS

- Pat Wilkinson shared the library's LibQUAL survey. Graduate students want more quiet and group work areas with technology. Hours are an issue for students who work full-time. Graduate students are in need of information literacy (writing, citations, formatting styles), and staff are willing to help. Meeting spaces for graduate students are under discussion, but support is needed from others.

APPROVAL ITEMS

- The minutes of the Graduate Council meeting of December 4, 2014 were approved as written (19-0-1). Motion to approve/Second: Elizabeth Alderton/Eric Brunsell.
- The Curriculum Approval Committee reviewed and recommended approval for the following actions. Motion to approve all three actions/Second: Jen Szydlik/Christine Roth.
 - Form C: MS-Educational Leadership to MS-Educational Leadership & Policy (name change)
 - Form C: Biology GRE Admissions Requirement
 - Form C: Professional Counseling Replace Elective with 735

DISCUSSION ITEMS

- Karen Gibson and Susan Cramer shared an Ed.D. program that will be a system-wide collaborative, and will require students to take 6 of the same credits. UW Oshkosh's Ed.D. program will focus on K-12 Superintendents. The program is planned to make the June Board of Regents meeting.
- Data Science (MS) pre-authorization was approved by the Board of Regents, and will make its way through campus approvals in the near future.
- Nominations are due April 1 for the Friends of Graduate Ed Celebration. After several attempts to separate graduate awards from the Honors & Awards Ceremony, the Honors & Awards Committee has expressed difficulty identifying which awards are graduate and which are undergraduate (or both). Discussion ensued. The Council agreed that the level of formality at the Honors & Awards Ceremony is appropriate in celebrating student achievement and identifying donors, and instead, the Council requested the following:
 - Ask Honors & Awards to showcase graduate students more, perhaps by separating all graduate students into their own section rather than seating them with their academic college.
 - Invite all graduate awardees to the Friends of Graduate Education Celebration.
- A Non-thesis Culminating Experience Award is under discussion, and Elizabeth Alderton and Karen Gibson have reviewed a previous committee's draft. The timeline would remain the same.
- The Graduate Student Association met with the Chancellor in January. The Chancellor requested the GSA to identify, "what is the collective vision from graduate students?" The Council suggested using the Graduate Student Survey data and to conduct a literature review in preparation for future focus groups. Questions the Council asked were; how are graduate students similar, how are they different, what would encourage them to give back to the university 10 years after graduation, and what are the three most important pieces of their graduate experience (can the GSA identify themes)?
- Susan Cramer met with the Chancellor, and discussed that graduate education is something the university can grow. Also, she was asked to participate in the university's new Leadership Council. The Chancellor has agreed to meet the Graduate Council on February 12.
- A draft of the Graduate Continuation Policy was written by Phan Hong, Judy Westphal, and Christine Roth, and shared with the Council. The purpose of the policy is to create a source of revenue used to support students who take extra time to complete a thesis, encourages timely completion, and at a low enough cost to the students. Continuing discussions will include reporting outcomes, faculty responsibility to the students, compensation, and logistics.
- Dean Cramer reminded the Council of their meeting with Chancellor Leavitt, and review of discussion items ensued. Council members were encouraged to review the Graduate Student Survey data.
- Graduate Studies Initiatives Program (GSIP) funding is still available this fiscal year, but not guaranteed for next year.

GRADUATE COUNCIL MEETING, FEBRUARY 12, 2015 (62 MINUTES):

APPROVAL ITEMS

- The Graduate Council was asked to expedite a review of the new Data Science (MS) degree. Karen Gibson shared the CAC's recommendation to approve the program contingent on approval by COLS (scheduled to meet next week). The CAC shared the following concerns. Motion to approve/Second: Jen Szydlik/Shelly Lancaster (17-0-0).
 - The cost per credit seemed high. A collaborative Ed.D. program is underway by UW System schools, and the proposed cost per credit for the doctoral program is lower than what has been identified for this master's program.
 - Although the Graduate Council is not charged with reviewing Form As, serious concerns were expressed about the syllabi used for the graduate-level coursework (i.e. textbooks were too old).

DISCUSSION ITEMS

- Chancellor Leavitt shared his vision for the future of graduate education at UW Oshkosh and ideas for continued growth. Areas of discussion included faculty responsibility changes, creating more of a balance of teaching and research loads across campus, more faculty release time and higher enrollments by growing the graduate assistantship program, adding Dean Cramer to the University Leadership Council (first time) so graduate education is included in all future discussions, reviewing the out-of-state tuition structure, and a reminder to showcase how successful our graduate students are (success begets success).

He also shared the idea of a research comprehensive university, which would offer doctorates. Perhaps for UW comprehensive campuses would fit into this category, Madison and Milwaukee will continue their R1 designation. Georgia has this classification. We have the critical student size and population to support this.

The Graduate Council expressed their appreciation of the Chancellor's work during this difficult time, and the Chancellor shared that he's impressed by the campus' camaraderie and composure during this process.

- Susan Cramer reminded the Council that GSIP funding is available until July 1.
- Randy Harris shared that the GSA has confirmed that Chancellor Leavitt will attend their Open House on April 13 at 4:45pm in the Pollock House.

GRADUATE COUNCIL MEETING, MARCH 5, 2015 (90 MINUTES):

APPROVAL ITEMS

- The minutes of the Graduate Council meeting of February 5, 2015 were approved as written (19-0-0). Motion to approve/second: Karen King/Karen Landay.
- The minutes of the Graduate Council meeting of February 12, 2015 were approved as written (19-0-0). Motion to approve/second: Karen Gibson/Karen Landay.
- Curriculum Approval Committee – The Graduate Council agreed to discuss each item first, then vote on all actions together.
 - Ed.D. for the Superintendent – A new UW System collaborative; all campuses will have a different focus (Oshkosh's will be Superintendency), but will share 2 online courses (social justice and leadership theory). Oshkosh's program has a projected enrollment of 15 students based on the current masters program for principal licensure and support from local superintendents.
 - Athletics Program Leadership – change in required courses for the current program.
 - Classroom Assessment – new certificate program in the Teaching & Learning Department.
 - Educational Leadership & Policy – change in required courses for the current program.
 - 17 Reading Specialist Licensure – new track in the Literacy (MSE) program.
 - Reading Specialist Licensure – new certificate in the Literacy (MSE) program.Motion to approve all six curricular actions/Second: Jen Szydluk/Mike Ford (19-0-0).

DISCUSSION ITEMS

- The Council discussed their February 12 meeting with Chancellor Leavitt. Chancellor Leavitt discussed Research Comprehensive universities, which currently exist in Georgia. All Council members had different interpretations of Chancellor Leavitt's purpose for the Research Comprehensive discussion, so Dean Cramer will investigate further.
- Results from the Graduate Student Survey conducted in the fall were discussed. Of 1414 students sent a survey, 180 responded (13% response rate). In general, students like our programs and would recommend them. Further discussion ensued.
 - It was noted that enrollment at UW Oshkosh is decreasing, while other universities show an increase. La Crosse offers significantly more online programs and several full time programs in the health care fields, including a doctorate in Physical Therapy. Whitewater has a successful business program, including a DBA. Oshkosh's education programs have plummeted recently due to state affairs.
 - FTE calculations (GA and Faculty) seem to differ within the programs compared to what the Chancellor reports. The GA FTE has dropped every year, with a current available FTE at less than 20. However, the Chancellor states GA FTE remains at 30. Same is true for faculty lines which have dropped in many departments, although the Chancellor states FTE has remained the same for 10 years. Susan Cramer will investigate.
- Budget
 - Literacy & Language and Psychology faculty have submitted GSIP proposals that were approved by Dean Cramer. IMC is working on online advertising. The deadline to submit a GSIP proposal is April 1, and any remaining funds will be provided to IMC for continued marketing.
 - Titan National Scholars Program – A [scholarship](#) initiative proposed by Chancellor Leavitt is under discussion to provide non-resident students with tuition at in-state costs. Susan Cramer and Greg Wypiszynski drafted a policy for graduate students based on one used for undergraduates. The new Titan National Graduate Scholars Program will provide non-resident students of exceptional merit with in-state tuition. Still under discussion is if this will apply to international, certificate, and GAP students.

GRADUATE COUNCIL MEETING, APRIL 2, 2015 (91 MINUTES):**APPROVAL ITEMS**

- The minutes of the Graduate Council meeting of March 5, 2015 were approved as written. Motion to approve/Second: Jen Szydlik/Shelly Lancaster (19-0-0).
- The Curriculum Approval Committee recommended approval for the following actions. Motion to approve the following three actions/Second: Mike Ford/John Cross (19-0-0).
 - Special & Early Childhood Education Program Change
 - Teaching & Learning Program Change
 - PTAE Certificate Program Change

TESOL Certificate Program – Discussion ensued regarding the timeline and the number of graduate credits taken during a 4-week term. The TESOL Certificate is designed to be an intensive summer program for K-12 teachers. Motion to table this program action, so the program can discuss the timeline/Second Jen Szydlik/John Cross (15-3-1). Extensive discussion continued. The Council identified that TESOL is an innovative program that fulfills a local need. However, further discussion by the initiating program is encouraged, particularly a review of graduate bulletin policies related to credit loads. Motion to put TESOL back on the table for continued discussion/Second: Eric Brunsell/Shelly Lancaster (17-2-0). Motion to reconsider approval of the TESOL Certificate Program Action/Second: Shelly Lancaster/ Elizabeth Alderton (19-0-0).

The Linguistics course required is offered through English, and is labor-intensive. Changing the course requirements to better-fit TESOL needs would compromise the needs of English students. The Council expressed concern about the change in rigor from one program to the other. The Graduate Bulletin states that the maximum credit load for a graduate student is four during a 4-week term. The Council asked if one course could be offered during spring interim and one course offered during the first 4-week term. Motion to amend the TESOL language to reflect the bulletin requirements/Second. Eric Brunsell/Elizabeth Alderton; the friendly amendment is to remove when courses will be offered and only state what courses are required (19-0-0). Motion to approve TESOL Certificate with amendment/Second: Jen Szydlik/Shelly Lancaster (19-0-0).

- Motion to approve the new Continuation Policy/Second: Christine Roth/Fredi Giesler. Discussion ensued regarding cost, use of funds, budget management, timeline, and registration. Motion to amend the policy to decentralize the registration, pricing, and monitoring of students and budgets /Second: Jen Szydlik/Shelly Lancaster (18-0-1). Amended continuation policy approved (19-0-0). The Provost's Admin Staff will need to approve this policy before it is submitted to APC (via Form C).

DISCUSSION ITEMS

- Budget
 - Elizabeth Alderton provided a review of the Travel Fund award history.
 - Math was approved for GSIP funding. Literacy, Social Work, and Human Services are working on proposals for funding.
 - STEP is expected to continue next year. Please prepare your proposal for funding, and submit them as soon as the Chancellor announces the program.
 - The Chancellor recommended an increase in the GPA requirement to 3.2 for the Titan National Scholar Program. International students are ineligible. Permanent resident students' eligibility is under discussion.
- The Council discussed if meetings should be held twice per month due to curriculum delays. The Council is often asked to expedite actions. Emergency-only meetings may be called, but preference is to keep one meeting each month. Restructuring each meeting was discussed.

GRADUATE COUNCIL MEETING, MAY 7, 2015 (91 MINUTES):

APPROVAL ITEMS

- The minutes of the Graduate Council meeting of April 2, 2015 were approved as written. Motion to approve/second: Elizabeth Alderton/Shelly Lancaster (15-0-0).
- The Curriculum Approval Committee received five actions, and the Council discussed each. Motion to approve the all curricular actions/second. Elizabeth Alderton/Shelly Lancaster (15-0-0).
 - Nursing – FNP Emphasis, Add 730 and 722
 - Professional Counseling – School Counseling Emphasis, Replace 701 with 724
 - Professional Counseling – Student Affairs/College Counseling, Remove 701
 - Special Education – Remove Praxis I, II, and WI Reading Test Admission Requirements
 - Special Education – Remove Praxis I and II Admissions Requirements

DISCUSSION ITEMS

- Budget
 - Elizabeth Alderton and Karen Gibson reviewed criteria for a Non-thesis Distinguished Research Award. A new competition will have two awards; a culminating experience project and a master's thesis. Discussion ensued. Motion to approve/second: Denise Clark/Alan Saginak (15-0-0).
 - Travel Funds remained after fall 2014 awards were determined, so students were awarded well in spring 2015. An update to the guidelines will be necessary next year. Different types of conferences require different considerations (international vs. in-state).
 - Literacy & Language, Educational Leadership & Policy, and Social Work GSIP proposals have been approved. Dean Cramer provided a breakdown of GSIP funds for this year. If the Graduate Council does not spend a significant portion of the remaining funds, they are likely to be swept-up. Dean Cramer asked the Council how to spend GSIP funds so that we can strategically market graduate education. Discussion ensued. Dean Cramer will share these ideas with IMC.
 - Dean Cramer announced that she will retire at the end of the calendar year (December 31, 2015). Discussions with the Provost have identified a need for a Graduate Dean.
 - A projection of approximately \$30,000 will be provided to Graduate Studies for STEP.
 - The Provost and Chancellor will not cut the GA budget for the 2015-16 academic year.
 - Graduate Studies and IMC designed a Titan National Scholars Program flyer that can be mailed to prospective students and/or brought to conferences to hand out.
- The Chancellor and Provost have RSVP'd for the Friends of Graduate Education event. Four awardees have been identified (two from Literacy and two from Nursing). Coordinators should send at least one person to represent their program.
- Members of the GSA met with Karen Gibson and Alan Saginak to discuss partnership opportunities with their programs. One idea to increase relevancy is to have a representative from each graduate program on the GSA. Kathryn Scheeler, Public Administration, will serve as the incoming President. All board seats have been filled, and more students have shown interest. The new executive board plans to meet once per month during the summer session. Randy Harris thanked the Council for including the GSA on their agendas. He hopes the collaboration will continue.
- Without adding a second Council meeting each month, the Executive Committee discussed organizing the meeting structure and agendas to improve efficiency. The Executive Committee discussed utilizing the subcommittees more by using a Consent Agenda.
- The next University Strategic Planning meeting will be on May 28. The Graduate Council will need to update the Graduate Education Strategic Plan next year.
- One June 1, the EAB will offer a session to discuss graduate enrollment management and growing enrollments. This is in conjunction with the UW System semi-annual graduate schools meeting.
- A folder in Google Drive has all graduate enrollment and admissions data.
- Dr. Karen King announced her retirement. The Graduate Council thanked her for her years of service to graduate education and the Graduate Council.