

GRADUATE COUNCIL MEETING MINUTES

April 7, 2016, 1:21-2:54 P.M.  
Sage Hall 2210

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**Present:** Eric Brunsell, Denise Clark, Anna Filipova, Marci Hoffman, Phan Hong, Toni House, Eric Kuennen, Christine Roth, Alan Saginak, Steve Steinert, Bob Stelzer, Nathan Stuart, Ashley Thompson, Cathy Toll, Mary Weeden, Kathleen Wren, Greg Wypiszynski, Ling Zhang

**Excused:** Elizabeth Alderton, John Beam, Pete Brown, Steve Dunn, Dale Feinauer, Mary Kate Friess, Karen Gibson, Fredi Giesler, Erik Krohn, Judy Westphal

The meeting was called to order at 1:21 p.m. by Phan Hong.

- A. Motion to approve the consent reports/Second: Alan Saginak/Eric Brunsell. Approved (15 approved – 0 opposed – 1 abstain).
- B. Motion to approve the March 3, 2016 minutes/Second: Steve Steinert/Ashley Thompson. Discussion ensued. An amendment to the minutes was made. The minutes were approved as amended (16-0-0).
- C. Motion to approve the March 10, 2016 minutes as written/Second: Steve Steinert/Christine Roth. Approved (15 approve – 0 opposed – 1 abstain).
- D. Curriculum Approval Committee (CAC): Teaching & Learning (MSE) Math Intervention Certificate discussion ensued. Of the five CAC members, three voted (one approved, one did not approve, and one abstained), and two did not participate. Should the action be brought back to the CAC for a vote before the Graduate Council sees it, can the Graduate Council approve this without the CAC's vote, and can the CAC approve actions without a Graduate Council vote? The CAC has the authority over the vote, but may bring actions to the Graduate Council for further discussion. If the Graduate Council agrees it is the best course of action, the Graduate Council can vote on the action to move it forward.

A delay in actions reaching the Graduate Council was noted. The College's Curriculum Committee approved the action in November, but the CAC did not receive it until March.

Motion to move the Math Intervention Certificate to an action item/Second: Kathleen Wren/Alan Saginak. Approved (13 approve - 1 opposed – 2 abstain).

Motion to approve the Math Intervention Certificate's Form C/Second: Eric Brunsell/Eric Kuennen. Approved (15 approved – 0 opposed – 1 abstain).

- E. Graduate Student Association (GSA): GSA requested more involvement from programs and students, especially with regard to the speaker series. Elections for next year's officers are coming up, please share notices with your students. Current undergraduates interested in graduate school here next year are welcome. This was a successful year for getting recognized by OSA and promoting events.
- F. Tenure Task Force: The Board of Regents created a committee that included faculty system-wide to advise Regents Millner and Behling on two policies; program discontinuance and post-tenure review. Christine Roth served on this committee, and provided an overview of the process and issues raised by the Board and how the university committee addressed these concerns. The Faculty Senate has been discussing this issue, too, and bringing feedback to the Task Force and vice versa. A copy of the tenure documents, as well as a list of amendments made by the faculty committee, will be shared with Graduate Council members who are welcome to contact Christine Roth for more information. Alan Saginak thanked Christine Roth for her time and work on this committee.
- G. Graduate Studies Travel Fund (GSTF): Due to inconsistencies with how students and faculty approach the application, some students are funded better than others, and requests always exceed what

funding is available. Next year's committee must streamline the requirements. Considerations include; (1) how to address funding when multiple students collaborate on a single poster/presentation (e.g. ranking of student contribution, uniqueness in writing style on application, previous travel awards, prestige between presentation versus poster); and (2) how to streamline letters of recommendation to provide faculty with some guidance regarding what the committee considers when making funding decisions. The GSTF Committee will be charged with generating rubrics to provide students and faculty more guidance in student applications for travel awards.

- H. Pyle Scholarship: Outdated eligibility requirements exclude a significant number of graduate students. Of the five applications received, three did not qualify for the award. An international student identified that they cannot complete a FAFSA, which is an eligibility requirement. Many students are over 15 credits by the start of their second year. Because this scholarship is from an endowment, there are two ways to update the criteria, and a Graduate Council committee will be charged with this in fall:
1. Work with the Foundation to contact the donor's estate, and suggest changes for their approval.
  2. Appeal the changes through the Wisconsin State Attorney General's Office.
- I. GradSchool Fest and Friends of Graduate Education: Due to limited resources, the Graduate Council was asked if continuing both is needed. For the spring 2016 semester, the two events are cancelled.
1. GradSchool Fest: The Graduate Council thinks this is very well-organized, and may increase visibility of graduate education as a whole, however, it may not necessarily benefit all programs. UW Oshkosh undergraduates are the audience, but many of the professional programs require two or more years of experience, and faculty can connect with them in the classrooms. If GradSchool Fest were to continue, a different audience (i.e. mid-career professionals, alumni, students from other universities, and local businesses) or venues (Career Fair on the Fox, middle and high school fairs, etc.) should be reviewed or perhaps tailor it more to programs that do benefit from the event.
  2. Friends of Graduate Education: This is a recruitment technique and a thank you to area businesses for supporting us. Value is in the recognition, honoring, and thanking of off-campus supporters. However, a plaque that can be hung on a business' wall, rather than a paper certificate would be helpful for marketing. This could also build advancement opportunities. Greg Wypiszynski will work with IMC to develop a workable Friends of Graduate Education solution for all graduate programs.
- J. Dean of Graduate Studies: Phan Hong and Greg Wypiszynski met with Provost Earns to review the position description. A Search & Screen Committee is next, with 60% of the members being faculty and 40% academic and university staff. Anna Filipova, Ashley Thompson, and Nathan Stuart volunteered their names to be added for consideration. Fredi Giesler and John Beam were identified as potential members. Jenny Watson will be the Administrative person on the committee, and this will include summer work. Provost Earns and Jenny Watson will appoint a Chair, and notify members.

Please send any other suggested changes to the Dean of Graduate Studies position description to Phan Hong.

- K. Independent Study: The current policy is that students must be admitted in full standing in a graduate degree program or have a graduate degree to be eligible for an independent study. A non-graduate degree area has requested to offer an independent study to an individual with a graduate degree. Does the Graduate Council see a concern with this? Discussion ensued. At this time, the Graduate Council recommended Greg Wypiszynski review the request and respond how he feels is appropriate. If the question is raised again, a review of the policy will be needed.
- L. Graduate Grading Policy: Graduate students can earn an A, B, C, or F. Students who are given an F lose points toward their GPA, and certain privileges with it (Graduate Assistantships, for example). Approximately 25% of the students from a graduate program earned a C- in at least one of their classes; many faculty from the same program experienced the same issue. Due to timing, the remainder of the discussion was tabled for May.

Motion to adjourn at 2:54 P.M. Marci Hoffman, Recorder.

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