

GRADUATE COUNCIL MEETING MINUTES

February 4, 2016, 1:20-2:55 P.M.
Sage Hall 2210

Present: Elizabeth Alderton, Pete Brown, Eric Brunsell, Anna Filipova, Karen Gibson, Lori Halstead, Phan Hong, Erik Krohn, Eric Kuennen, Christine Roth, Alan Saginak, Steve Steinert, Bob Stelzer, Nathan Stuart, Mary Weeden, Judy Westphal, Greg Wypiszynski, Lingfei Zhang

Excused: John Beam, Jamie Ceman, Denise Clark, Steve Dunn, Dale Feinauer, Marci Hoffman, Toni House, Deb Matulle, Brandon Miller, Cathy Toll, Lori Worm

The meeting was called to order at 1:20 p.m. by Phan Hong who welcomed the attendees to the first Graduate Council meeting of 2016.

- A. Motion to approve the Provost's Administrative Staff's consent report/Second: Eric Brunsell/Steve Steinert (Approved, 16-0-0).
- B. Motion to approve the Graduate Council minutes of December 3, 2015 as written/second: Judy Westphal/Anna Filipova (Approved, 15-0-1).
- C. Graduate Student Association Report: Steve Steinert shared GSA updates.
 - 1. Marketing: GSA intends to jump-start the year with more social outreach. One goal is to bring awareness to the undergraduate population. He noted there is a segment of the targeted audience not aware UW Oshkosh even has graduate programs.
 - 2. Marketing message: Plan to promote graduate programs using social media, vision slides on TV's throughout campus and Reeve Union, posters, UW Oshkosh web page ads, and emails. They solicited feedback after events to analyze marketing efforts; results demonstrate media outreach was effective. They introduced a Speakers Series that has been successful.
 - 3. Meetings: Current schedule is first Wednesday each month. The GSA has six officers and one faculty member; the officers are comprised of MPA and Psychology students. There is a big push to try to involve more departments to attract students from graduate programs other than just MPA and Psychology. They will be offering up more office seats.
 - 4. Mission Statement & Senate Seat: Recently developed mission statement: *We will enrich the academic experience of students by providing opportunities for scholarly work, professional development, personal achievement, and community engagement.* Also, the group secured a Senate Seat for graduate students on the Oshkosh Student Association (OSA).
 - 5. Officer Recruitment: Phan Hong inquired if there was anything the Council can do to help the GSA. It is difficult for some students to attend due to class time conflicts. GSA may survey students for optimal times.
- D. Curriculum Approval Committee: Seven curricular actions were received. Discussion ensued.
 - 1. Motion to approve the Professional Counseling: CPCE Exam/second: Elizabeth Alderton/Bob Stelzer (Approved 16-0-0).
 - 2. Motion to approve the Nursing: Adult Health & Illness Emphasis/second: Eric Brunsell/Christine Roth (Approved 16-0-0).
 - 3. Motion to approve the Teaching & Learning: ESL Emphasis/second: Karen Gibson/Steve Steinert Approved (15-0-1).
 - 4. Motion to approve the Teaching & Learning: Math Intervention Emphasis/second: Elizabeth Alderton/Judy Westphal (Approved 16-0-0).
 - 5. Motion to approve the Social Work: New Emphasis & Phase-out Collaborative with Green Bay/second: Elizabeth Alderton/ Eric Brunsell (Approved 16-0-0).
 - 6. Motion to approve the Nursing: DNP Name & Admission Requirements/second: Alan Saginak/Weeden (Approved 16-0-0).

7. Motion to approve the Athletic Training: Notice of Intent/second: Eric Brunsell / Judy Westphal. An outline of how to change coursework from a bachelors to a masters is needed (Approved 16-0-0).
- E. Graduate Dean Update: A draft of the position description was discussed.
 1. Dean Cramer's FTE was 0.50, but she stated the position took 75% of her time. The Provost approved an increase to 0.75 FTE. Increasing the FTE may limit faculty interest due to losing their faculty line. Consensus that 1.0 was preferred with the amount of work the Dean is expected to do.
 2. A request was made that summer CAS be automatic rather than negotiated yearly.
 3. Dean Cramer was hired on a 3-year trial contract, but the new Dean has no indication of being a temporary position. The Graduate Council bylaws may need to be updated to include a permanent dean position, including an evaluation component.
 4. Align the position with the university strategic plan, and extend the search to external candidates. The Provost would like to have a new Dean in place by fall 2016.
- F. Honors & Awards Ceremony and Friends of Graduate Education: Phan Hong asked the Council if anyone was interested in forming a friends of graduate education planning committee. Currently, this is planned by the Graduate Studies Office and their Graduate STEP student.
 1. Marketing and donations need to be improved; connecting with preceptors , sending a donation letter from the Foundation, and working with the community.
 2. The Honors & Awards Ceremony has been cancelled this spring due to understaffing, and the fall ceremony does not include graduate students. It will be back on-track in spring 2017.
- G. Pyle Graduate Scholarship Award: This scholarship has been suspended for several years due to limited funding. We receive notice that \$3700 is available for fall 2016 awards. Two awards in the amount of \$1500 each will be dispersed. An ad hoc subcommittee including Christine Roth serving as chair, Karen Gibson and Elizabeth Alderton volunteered to coordinate the scholarship.
- H. Executive-path MBA Scholarship Announcement: A Chancellor's scholarship award was announced indicating that funding was available to support two employees to complete the Executive-path MBA program. The Graduate Studies Office was unaware of this scholarship before the announcement went out. After speaking with the Chancellor, Graduate Studies learned the funding will come from the COB. A misunderstanding of what and when Graduate Studies should be involved occurred.
- I. Graduate Student Commencement Speaker: Chancellor has suggested that a graduate student should speak at every other spring commencement ceremony.
- J. Chancellor Leavitt will attend the March 4 Graduate Council meeting.

Motion to adjourn at 2:55pm. Lori Halstead, Recorder.

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