



Graduate Council Meeting Minutes
April 7, 2011; 1:22pm – 2:54pm
Dempsey 301

Dean-in-Residence: Fred Yeo

Graduate Council Chair: Jim Koch

Director of Graduate Services: Greg Wypiszynski

Present: David Bruno, Sharon Chappy, Susan Cramer, Penny Garcia, Aaron Knapp, Jim Koch, Craig Maher, Judy Martin, Kristina Pagel, Fran Rauscher, Christine Roth, Alan Saginak, Joan Simmons, Bob Stelzer, Kim Udliis, William Wresch, Fred Yeo

Excused: Kathy Henn-Reinke, Greg Wypiszynski

Absent: Denise Clark, Ashay Desai, Jen Szydlak

The meeting was called to order at 1:22 p.m. by Jim Koch.

Announcements

1. Bob Stelzer has joined the Graduate Council in place of Lisa Dorn from the MS-Biology program. Dr. Dorn served as Dr. Stelzer's alternate during the Fall 2010 semester.
2. GradSchool Fest: Aaron Knapp announced that he and Greg Wypiszynski had organized the first GradSchool Fest designed to market all of the graduate programs to alumni and UW Oshkosh undergraduate students. Council members were asked to attend and to bring marketing materials from their programs. Thirty to fifty prospective students are expected to attend. Craig Maher suggested each of the programs send an email to all of their alums and to those outside of the university they feel may be interested. The Council suggested having more than one time-slot in the future. It may be beneficial for students to have a choice in times, should they have a class or work. In the future, the Graduate Studies Office would like to offer this event every semester. The first GradSchool Fest will be on May 5, 2011 from 4:00pm – 6:00pm in Reeve 201.
3. Spring 2011 Graduate Marshall's were announced for the College of Letters and Science (Todd Kostman and Fran Rauscher) and for the College of Business (William Wresch).

Approval Items

1. The minutes of the Graduate Council meeting of March 3, 2011, were approved as written.

2. CAC Program Review Recommendations: Kim Udlis shared that the Curriculum Approval Committee had written and approved Graduate Program Reviews for the Reading Education, Curriculum & Instruction, and Biology programs. The reviews were brought to the Council for final approval before submitting them to the Academic Policies Committee. Moved/Second: Christine Roth/Susan Cramer.

Joan Simmons thanked David Bruno for his review of the Reading Education program. The CAC will adopt the Council's suggestions for all CAC members to sign program reviews and their recommendations will be submitted as a committee.

Call the question: Jim Koch. Motion passed: Approve-16, Not Approve-0, Abstain-0.

3. Graduate Studies Travel Fund Guidelines Revision: Greg Wypiszynski suggested guideline revisions to the GSTF. The committee discussed and agreed to the revisions and brought them to the Graduate 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/Second: Susan Cramer/Penny Garcia. Motion passed: Approve-16, Not Approve-0, Abstain-0.

The Council discussed if adding information about out-of-state travel or referencing state guidelines for travel should be added. Fred Yeo stated that the student's advisor should assist with travel information. Susan Cramer added that the GSTFC is responsible for reviewing proposals and determining if they are fundable, not determining if travel guidelines have been achieved.

4. MSW Transfer Credits: Judy Martin 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. Dr. Martin asked if the MSW Program can be allowed an exception to this policy in order to create a unified program and a consistent set of rules for students at both campuses. Motion/Second: William Wresch/Penny Garcia. Motion passed: Approve-16, Not Approve-0, Abstain-0.

Committee Reports

1. Curriculum Approval Committee (CAC): No further report.
2. Graduate Studies Initiatives Program (GSIP): Bob Stelzer has returned to the Graduate Council and is co-Chairing the GSIP Committee with Kim Udlis. The GSIP Committee has not received a proposal in a while. All Council members are encouraged to think of ways GSIP funding can support their programs. Suggestions of use of GSIP funding included future GradSchool Fest prizes, creating new marketing materials for graduate

programs (e.g. pamphlets, flyers, etc.), continuing marketing research efforts to understand what encourages adults to attend graduate education.

Stipends and ways to financially support students was suggested; however funding student's is not an approved way to spend GSIP funds. A suggestion was made to the GSIP Committee to spend time discussing ways in which this money can be used to support students directly, but also follows GSIP guidelines.

3. Graduate Studies Travel Fund (GSTF): Susan Cramer stated that the GSTF had reviewed three student proposal. The deadline for all GSTF members to submit their recommendations to the Office of Graduate Studies is April 18. Award letters will be sent to students by May 1.
4. Executive Committee: The Graduate Studies Office has a format that can be used for the Graduate Council's annual report that was created and approved by the IMC. Jim Koch announced that the Executive Committee will take over the responsibility of implementing the initiatives created by the Graduate Education Development Team.
5. Graduate Education Development Team (GEDT): Jim Koch reviewed the initiatives of the GEDT, stating that at the last meeting the committee cleaned-up any overlaps in the initiatives and discussed ways to move forward.
6. Dean-in-Residence Report: Fred Yeo discussed the goals of the upcoming planning retreat, and shared a list of those invited. He requested that the Council tell everyone invited what will be expected of them from the beginning, so they have time to prepare. Ideas of discussion items suggested by the Council included ways to pay students to attend our university, as that is a major reason why many programs lose students to other universities. Also, allowing graduate assistantships outside of the academic departments was discussed.

Discussion Items

1. Policy for +/- Grades: Greg Wypiszynski requested a revision to the graduate GPA guidelines with the new +/- grading system, and shared other UW-System school's policies. Discussion ensued, and the Council agreed that UW-Eau Claire's policy was the most straight-forward and each program has the option to be more stringent than the Graduate Studies Office policies. Discussion continued; however Greg Wypiszynski was unable to attend today's Council meeting, so Jim Koch suggested everyone contact Greg W. with feedback/questions and the item will be added to the May agenda.
2. Graduate Council Chair: Jim Koch announced that his term as Council Chair ends this year; and, after the recent bylaws revision, the Chair position changes from a 2-to-3 year term. The Council asked Dr. Koch if he was willing to remain the Chair, and discussed grandfathering him in to the new three-year term. Dr. Koch said he was willing to remain

the Chair. Motion/Second: Craig Maher/Fran Rauscher. Call the Question: Susan Cramer. Motion passed: Approve-16, Not Approve-0, Abstain-0.

Information Items

1. Jim Koch asked that all Graduate Faculty review the Graduate Program Coordinator's Guidebook which was last updated in Spring 2001. All Graduate Program Coordinators are encouraged to send any feedback to the Graduate Studies Office (i.e. should we keep this? Is it helpful? Should it be changed?).

The meeting adjourned at 2:54 p.m. The next Graduate Council meeting is May 5, 2011, 1:20 – 2:50 p.m., in Dempsey 301.

Marci Nondorf, Recorder

Copies to:

Graduate Council

Provost Lane Earns

Deans

Office of Graduate Studies Staff: Connie Schuster, Nancy Vincent