



**GRADUATE COUNCIL MEETING MINUTES**  
**FEBRUARY 2, 2012, 1:21 – 2:53 P.M.**  
**SAGE HALL 2210**

**PRESENT:** Laura Jean Baker, David Bruno, Eric Brunsell, Sharon Chappy, Denise Clark, Susan Cramer, Anna Filipova, Judy Hankes, Doreen Higgins, Phan Hong-Lishner, Jim Koch, Marci Nondorf, Kristi Pennerberg, Alan Saginak, Bob Stelzer, Kim Udlis, Bill Wresch, Greg Wypiszynski, Fred Yeo

**EXCUSED:** Eric Beck, Ashay Desai, Kathy Hagens, Craig Maher, Christine Roth, Joan Simmons, Jen Szydluk

The meeting was called to order at 1:21 p.m. by Jim Koch.

**ANNOUNCEMENTS**

- Laura Rommelfanger, Commencement Office, will be a guest at next month's Council meeting to discuss changes to the Commencement ceremony specific to graduate programs

**APPROVAL ITEMS**

- The minutes of the Graduate Council meeting of December 1, 2011 were approved as written.

**COMMITTEE REPORTS**

- **Executive Committee** – Jim Koch stated that the Graduate Dean Search & Screen Committee voted to extend the application deadline to February 10, 2012. The first campus-wide announcement for this new position was made between January interim and the Spring semester (while many faculty were away from campus). So that all interested faculty have enough time to apply, the deadline was extended an extra week.

A bylaws revision to address the roll of the new Dean as well as the Graduate Council Chair's roll will need to be discussed in the future. The Council may or may not wait to make these changes until the new Dean is in place. While a new Dean may have an idea of how they would prefer to see the Council structured, the Council may choose to make these changes before the end of the Academic Year. The future Dean may be involved in the discussion, but prior to the beginning of his/her appointment. The reason why the revisions may be made this Spring is so that clear roles are established before the new academic year begins. The Council agreed that additional discussion was needed before moving forward.

In the past, UW Oshkosh had been criticized by HLC in regards to how we define Graduate Faculty and the process by which faculty are determined to be "Graduate" status. Currently, individual departments decide Graduate faculty based on their

program's accreditation requirements. While some departments may require Ph.D., tenure-tracked faculty, others may consider those with a terminal degree who are not considered faculty by appointment. In the past, the Graduate Council had specific criteria in place for determining Graduate Faculty status; however, this practice ended several years ago. Susan Cramer suggested reviewing past meeting minutes to determine the reasons for ending this practice. The Executive Committee will lead future discussions about how to become a Graduate Faculty member and what that status actually means.

- **Curriculum Approval Committee** – Kim Udilis stated that the CAC Recommendations for the MSW Program Review were approved by the Council over the winter break and forwarded to Assistant Vice Chancellor Vande Zande. The MSW Program submitted a review more appropriate for an accrediting body, and it was not formatted based on the UW Oshkosh Graduate Program Review Guidelines listed in the Faculty and Academic Staff Handbook. While all of the necessary information may have been in the review, it was extremely difficult and time consuming for the CAC to find the required information (much of which was not found). This was very different than all of the Program Reviews submitted in the past, which had followed the appropriate guidelines.

Because accreditation reviews are very different and have separate requirements than what is requested of program reviews within the university, the Council discussed how to proceed with similar reviews in the future. Discussion about accepting a program review that has already been approved by the program's accrediting body ensued. The CAC is not a committee of experts in accreditation of all programs, degrees, and/or licensures. Therefore, can the Graduate Council approve a Program Review as is, if it was already approved by their accreditors? Or should the CAC return the Program Review to the department and require that they rewrite it using the guidelines outlined in the Faculty and Academic Staff Handbook? Additionally, several years ago, the Graduate Council attempted to streamline the review process, and synchronized the university reviews and accreditation reviews so they were on the same cycle. Unfortunately, this is not the case for all graduate programs. The Council decided it is necessary to return to these issues at a future meeting.

Bill Wresch announced that Kim Udilis did a great job with the MSW Program Review, as it was extremely difficult to navigate through, especially in a short amount of time. Doreen Higgins stated she would share this information with fellow members of the MSW Program.

The Geography and Urban Planning department submitted three dual-level courses that had changes only to the undergraduate portion. These three courses were originally approved as dual-level before the Graduate Council created and approved the current dual-level course rubric. The CAC decided to return all three courses to the Geography and Urban Planning department, requesting that they make updates in line with the dual-level rubric. Geography and Urban Planning will return the courses to the CAC after they have made the necessary updates.

Greg Wypiszynski spoke with Provost Earns and Lisa Danielson (Registrar) about offering a graduate and an undergraduate courses concurrently, rather than offering one dual-level course. Both showed interest in this; however before moving forward and

making this a regular practice, the Provost has requested specific information from programs currently using this method. All Council members who currently offer two courses concurrently are asked to provide specific information about how this is managed within your department (teaching loads, scheduling, enrollments, curriculum, etc.). Greg W. will send an email requesting this information in the near future.

- **Distinguished Research Award Review Committee** – Ashay Desai was unable to attend today's meeting; however, Jim Koch stated that this committee will convene in the near future to discuss a graduate recognition award independent of MAGS. Ashay Desai has requested that all Council members send any input they have regarding this award to him.
- **Graduate Studies Travel Fund** – Sharon Chappy and Greg Wypiszynski will meet in the near future to discuss how the awards will be determined from now on. Once they have determined a new process, the Committee will discuss how the bylaws will need to be updated to address this change.
- **Graduate Studies Initiatives Program** – Alan Saginak shared three proposals submitted to the GSIP Committee, all of which the committee requested additional information from the programs. The C&I department submitted a proposal for a \$580 stipend to fund brochures that will be sent out to teachers in an attempt to create a small cohort of 12 students starting this Summer session (RtI for the Classroom Teacher). C&I mailed these same brochures a year ago, but during a volatile time for teachers within the state of Wisconsin. Now that the tension is cooling off, the C&I program would like to try again. Motion/Second: Chappy/Wresch. Motion passed: Approve-16, Not Approve-0, Abstain-0.

The second proposal was from the COB in the amount of \$13,200 to help support marketing, promotion and advertising of the Executive MBA program. Bill Wresch explained that the Executive MBA will be an accelerated program that will require all students to attend classes every single Saturday for 16 months. This program will cost each student between \$40,000 - \$60,000 and the entire tuition amount is required up front. Included in the tuition costs is one international trip (most likely to China), and all classes will be taught in a corporate setting (at Kimberly Clark or Plexus, for example). The target audience would be corporate sponsors who have exceptional employees they would like to send to receive an MBA in a top-rated program. This degree program would be comparable to other prestigious MBA programs including those at Northwestern and Harvard, but will stay within the Fox Valley. Major corporations from Fond du Lac to Green Bay have shown great interest in this program. The tuition from the first cohort of 30-35 students would bring in a significant amount of funding to the university. Motion/Second: Chappy/Pennenberg. Both Sharon Chappy and Kristi Pennenberg believe this is a huge step for our graduate programs, and feel there is a large market for this type of accelerated program in our area. Motion passed: Approve-16, Not Approve-0, Abstain-0.

The MSN Program submitted a modification to their originally approved proposal. In the Fall semester, they were awarded \$5800 from the GSIP, but at this point have only spent \$3400. Sharon Chappy and Kim Udliis brought forth a request for permission to have a

minimal amount of the remaining budget allocated to address a different line item in the original budget proposal. Motion/Second: Brunsell/Cramer. Motion passed: Approve-16, Not Approve-0, Abstain-0.

## DISCUSSION ITEMS

- The Provost's Office has updated Forms A and C to include a portion of the forms where departments may list anyone who should receive a copy of the finalized Blue Sheet after the curricular changes have been approved. All programs should remember to use the updated Forms A and C from now on.

## OFFICE OF GRADUATE STUDIES REPORT

- Greg W. reminded all Council members that the remaining balance of the GSIP was emailed to everyone earlier this week. Alan Saginak requested that everyone consider projects within their department that the GSIP could support, because there is always a chance that the funding will be put toward other campus initiatives if we don't use it.
- Career Services will be holding mock interviews on April 5, 2012, and will be in contact with graduate programs to participate. Graduate Program Coordinators may be asked to help students interview for graduate programs, and this may also get students interested in pursuing a graduate degree at UW Oshkosh.
- The Graduate Studies Office has been working with IMC on several upcoming projects:
  - Next year will be the 50<sup>th</sup> anniversary of graduate education at UW Oshkosh. Greg W. and Marci Nondorf have met with Joshua Ranger and Mandy Potts to discuss many ideas and projects to celebrate our 50<sup>th</sup>. Some include a once-a-month story of a graduate alum, each month highlighting a different decade/program, creating a large display of archives in Reeve to be posted for the year, and the first group of graduate alumni have been identified for interviews.
  - The first cohort of DNP students will graduate this Spring semester. In celebration, the student's major advisor will be on stage with them while they are hooded, a new doctorate diploma has been created and the Chancellor has approved it, and the possibility of conferring degrees so their diplomas will be presented to them at Commencement has been discussed. Laura Rommelfanger will attend the March Graduate Council meeting to discuss this in further detail.
  - GradSchool Fest is in the process of being branded. The Spring event will happen in April and Greg W. will send an email to all Council members to determine a date and location.
- The biannual UW-System Graduate Staff meeting will be hosted by UW Oshkosh in April and all Graduate Council members are welcome to join us. Further days, times, and agenda items will be shared with the Council as they become available.
- The Graduate Assistantship Application is available online-only now. Students have been very pleased with the new system, and it has significantly streamlined the GA review process.
- The Honors and Awards Committee has requested submissions for students receiving recognition by March 9, 2012. When submitting awards to the Honors and Awards Committee, all programs approved to present *Graduate Student Honors Recognition Awards* should please copy Marci Nondorf when emailing submissions.

**DEAN-IN-RESIDENCE REPORT** – Fred Yeo was quoted in an Oshkosh Northwestern article, stating that COEHS has seen changes in graduate program enrollment for teachers pursuing a master’s degree. Due to professional development programs offered at a lower cost within the districts, and knowing that teachers will not be reimbursed or receive recognition for taking these courses, COEHS is having trouble competing with lower cost options. The CESA system has recently become a competitor to COEHS, which has never happened before. Master’s programs within COEHS are struggling; however, COEHS’ response may be to create a doctorate program (Ed.D.). The College will continue looking into how to move forward.

The meeting adjourned at 2:53 p.m. The next Graduate Council meeting is on March 1, 2012 from 1:20 – 2:50 in Sage Hall 2210.

Marci Nondorf, Recorder

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