



**GRADUATE COUNCIL MEETING MINUTES**  
**MARCH 1, 2012, 1:22 – 2:46 P.M.**  
**SAGE HALL 2210**

**PRESENT:** Eric Beck, David Bruno, Eric Brunsell, Denise Clark, Susan Cramer, Ashay Desai, Kathy Hagens, Doreen Higgins, Jim Koch, Craig Maher, Marci Nondorf, Christine Roth, Alan Saginak, Joan Simmons, Kim Udalis, Bill Wresch, Greg Wypiszynski

**INVITED GUEST:** Laura Rommelfanger

**EXCUSED:** Sharon Chappy, Judy Hanks, Phan Hong-Lishner, Kristi Pennenberg, Bob Stelzer, Jen Szydlik

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

**APPROVAL ITEMS**

- The minutes of the Graduate Council meeting of February 2, 2012 were approved as written.

**GUESTS**

- Laura Rommelfanger, Commencement Office, discussed marshalls and changes to the hooding of master and doctoral students with the Council. She requested that the Council determine the number of marshalls and/or hooders at each ceremony and asked if the Council felt an official list of marshalls should be created. Willingness and confidence of the marshalls is extremely important to keep the ceremony smooth and within the designated time frame. Because many faculty enjoy the role of marshall, the Council determined that more discussion may be necessary before creating an official list. It was agreed that 2 marshalls would be adequate for Spring 2012 commencement, and the current trend of alternating marshalls by college will continue. It was also decided that the marshalls should only be required to attend one ceremony each semester, otherwise the day is too long. Greg W. and Laura R. will discuss this Spring's ceremony further.

**ANNOUNCEMENTS**

- The College of Nursing submitted a GSIP project-end report to the Council. The GSIP Committee and Council felt that the report was extremely thorough, and is a good example for future proposals. The CON felt creating the report was very helpful as a self-evaluation tool, and will be beneficial to them when they write future reports. Although the GSIP Guidelines state that a report should be submitted to the Council, a review is not required by the GSIP Committee. The Committee may discuss if an amendment to the guidelines be created stating that the committee should take action on these reports.

## COMMITTEE REPORTS

- **Executive Committee** – Jim Koch announced that there are two finalists for the Graduate Dean position. The Search & Screen Committee is currently determining schedules for meetings with several groups on campus and their goal is to have a person in place by Spring break. The department from where this person currently teaches will need as much time as possible to adjust the fall teaching schedule.

A bylaws revision was discussed to include a Graduate Dean (replacing the Dean-in-Residence) and changes to the Chair of the Graduate Council position. The new Graduate Dean will perform many of the duties of Chair, so both positions will need to be adjusted accordingly.

- **Curriculum Approval Committee** – No report.
- **Distinguished Research Award Review Committee** – Ashay Desai stated that the committee is reviewing all culminating experiences for graduate programs. They are determining how many categories this award should have so that all programs are recognized equally. A proposal will be presented to the Council at April's meeting.
- **Graduate Studies Travel Fund** – Greg Wypiszynski and Sharon Chappy revised the approval process for the awards. The Graduate Studies Office will continue to compile all data and will submit the applications and data to the Committee. The Committee, however, will make all funding decisions for each applicant rather than the Director of Graduate Services. This is parallel to how other committees on the Council are structured. The GSTF Committee will propose a change to the bylaws in the near future to address the shifting of responsibilities. The deadline for Spring 2012 applications is March 15.
- **Graduate Studies Initiatives Program** – No report.

## DISCUSSION ITEMS

- Greg Wypiszynski presented information about the Madison English as a Second Language School (MESLS) and asked the Council to accept graduates of this school to our programs in lieu of taking the TOEFL or IELTS. Micky Goggins, Director of the UW Oshkosh English Language School, stated this is similar to WESLI, another English Language School, and supports conditional acceptance at the Graduate Level. Greg W. would like to try accepting applicants on a one-year pilot basis, to see how well students do. This was done with WESLI; however, no students actually attended a UWO graduate program. Before the Council decides, Greg will discuss this with other UW-System schools who currently accept this option.
- In May, the Graduate Council will need to elect a new Chair. The role of the Chair will also change with the addition of a Graduate Dean. The duties will be reduced, which will probably result in a change in compensation. Currently, the Chair receives a one-course release each semester. The Provost has not yet stated if this will change. This is a 3-year term, and all Council members are encouraged to think about nominations by mid-April.

- Graduate Faculty Status – HLC stated that a they would like to see a defined process for how faculty become Graduate Faculty at UW Oshkosh. The HLC will return in 2017, so the Council has time to determine how faculty become “Graduate” and what that actually means. Graduate Faculty status is addressed in the Graduate Council bylaws Article 1; however how a faculty member is determined “graduate faculty” is generally determined by the graduate program’s accrediting body.

The CON reestablished their criteria with the new addition of the DNP program. On a trial-basis, faculty were placed where they were thought to thrive (as well as where they would have the best impact on their students). The Council discussed requesting a report from the CON after the trial period to help determine if their new method would apply to all degree programs.

Because of teaching load, the number of students a faculty member has, merit, etc., the Council discussed whether they felt that Graduate Faculty status should be a discussion among the Faculty Senate rather than the Graduate Council. Should the process be established within the department/college and then submitted to the Faculty Senate for review? Council members were asked to share their thoughts and ideas with Greg W. and Jim Koch.

#### **OFFICE OF GRADUATE STUDIES REPORT**

- The Spring 2012 GradSchool Fest will be on April 19 from 4:30 – 6:30pm in Reeve 202. The Graduate Studies Office hired Katie Thompson as a STEP Student to be the event organizer.
- OSA will announce 3 new referenda to students in the near future to increase segregated fees for all students. The fees will go to support a new Sports Complex, renovations to Reeve Union and to the United Council. All Council members are asked to encourage their students to pay attention to these referenda and vote, if possible. The ballot will be online, so students do not have to come to campus to vote.

The meeting adjourned at 2:46 p.m. The next Graduate Council meeting is on April 5, 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