



**GRADUATE COUNCIL MEETING MINUTES**  
**NOVEMBER 3, 2011, 1:24 – 2:50 P.M.**  
**DEMPSEY HALL 301**

**PRESENT:** Laura Jean Baker, John Beam, Eric Beck, David Bruno, Sharon Chappy, Denise Clark, Susan Cramer, Ashay Desai, Anna Filipova, Kathy Hagens, Judy Hankes, Phan Hong-Lishner, Jim Koch, Marci Nondorf, Renae Reljic, Joan Simmons, Bob Stelzer, Kim Udliis, Amy Williams, Bill Wresch, Greg Wypiszynski, Fred Yeo

**EXCUSED:** Eric Brunsell, Kristi Keller, Craig Maher, Judy Martin, Alan Saginak, Jen Szydluk

The meeting was called to order at 1:24 p.m. by Jim Koch.

**APPROVAL ITEMS**

- The minutes of the Graduate Council meeting of October 6, 2011 were approved as written.
- Marci Nondorf presented a proposal to change the existing English proficiency requirements for graduate students. The change would be to accept the IELTS English proficiency exam (mean band score of 7.0) in addition to the current forms of English proficiency accepted at UW Oshkosh. Greg Wypiszynski went into further detail about the IELTS and the draft proposal. Bill Wresch motioned to approve, seconded by Susan Cramer. Motion passed: Approve-18, Not Approve-0, Abstain-0.

Susan Cramer requested that the language change to state “All Graduate Programs” would be involved in the implementation, rather than a list of programs.

**COMMITTEE REPORTS**

- **Executive Committee** – Jim Koch announced that the Executive Committee would be meeting immediately following the Graduate Council to begin the Search & Screen process for the Dean of Graduate Studies position. Agenda items for the Search & Screen meeting include choosing a Chair and creating a timeline. Pam Lassiter will provide a Equity & Affirmative Action orientation and Provost Earns will present a Charge to the committee. Once the Committee has finalized the Dean of Graduate Studies position description, they will circulate it through the Graduate Council for feedback.
- **Curriculum Approval Committee** – The CAC has not received any curricular actions, yet. Bob Stelzer announced that a Biology program change will be coming, and Bea Holton would like to attend the CAC meeting when this item is discussed. Kim Udliis stated that because the CAC meets via D2L, she would let both Bob and Bea know when the item will be presented to the Graduate Council.

Members of the Council announced that the CAC will see items from the College of

Nursing, English and MBA programs in the near future.

- **Distinguished Research Award Review Committee** – Ashay Desai stated that the Committee determined a nominee for the MAGS Distinguished Thesis Award. An email was sent to all Graduate Program Coordinators with a thesis option, requesting 3 nominations from each program. Ann Kabat from the College of Nursing was chosen for her thesis on *Effects of Modified Home Palliative Care on Heart Failure Patients*. Greg Wypiszynski has submitted all of the materials to MAGS.

Discussion ensued about offering a UW Oshkosh award(s) to graduate students for distinguished culminating experiences. Greg Wypiszynski gave a brief background of the Distinguished Thesis Award presented at the Honors & Awards Ceremony each spring. In the past, the MAGS nominee was also awarded the UW Oshkosh Distinguished Thesis Award (which included a stipend in the amount of \$500). However, not every program offers a thesis option, so the Council discussed offering several awards based on culminating experiences. Greg Wypiszynski shared the MAGS definition of a Thesis, and noted that the Field Projects and Field Report options offered by several programs would qualify, but seminar projects, coursework, and internships, for example, do not qualify for MAGS.

In order to support funding student research awards, the Council discussed writing a proposal to the GSIP. Sharon Chappy offered to write a GSIP proposal for this year's award, if the Council determined that using GSIP funds is appropriate. Greg Wypiszynski stated he would look into the GSIP Guidelines.

Discussion ensued about accepting in-progress culminating projects due to the cycle of the Spring ceremony. After much discussion, the Council determined that only completed projects would be accepted, even if the ceremony falls a year after a student graduates.

So that the Graduate Distinguished Research Awards are not bound by the Spring deadlines of the Honors & Awards Ceremony or Celebration of Scholarship, Judy Hanks suggested offering a separate ceremony for graduate students each year. This ceremony would fit into the Graduate Studies Strategic Plan, and can be held at a more appropriate time in the year.

- **Graduate Studies Travel Fund** – Sharon Chappy shared that a student from the MSW program, who is considered a UW-Green Bay student, applied for the GSTF. Because the funds are very limited and this fall cycle has brought in 10 applications, she proposed that the GSTF not fund this application unless a funding is still available after the Spring 2012 cycle.

Discussion ensued; the Funding provided for the GSTF is from the UW Oshkosh Graduate Studies Office's operating budget, and UW-Green Bay does not offer funding for UW Oshkosh MSW students to travel. The MSW Program attempted to obtain funding from UW-Green Bay, without success. The funding from UWO is very minimal, and with 10 applications, the average amount provided to students will be \$250. ). The GSTF Committee takes the conference where the student presents and the research

presented into consideration when determining awards, as well. David Bruno suggested offering the UW-Green Bay student half of what they would offer if he/she was a UWO student.

Amy Williams stated that the GSTF should consult the UWO and UW-GB Collaborative MSW articulation agreement to determine equity in funding a student based on his/her home campus. Amy Williams will ask Judy Martin to send a copy to Greg Wypiszynski who will share it with the GSTF.

- **Graduate Studies Initiatives Program** – No report.

#### **DISCUSSION ITEMS**

- **Independent Study Course Requirements** - Bob Stelzer stated that the Biology/Microbiology program would like to waive the requirement that students must be in full academic standing to be eligible for an Independent Study course. In the Biology Department, the student's advisor and the graduate program coordinator are the gate-keepers for all independent study coursework. The rationale to waive this requirement is because the Biology students admitted on probation require at least 9 credits to be considered for full academic standing. These probationary students need Independent Studies more than full academic standing students. Also, the Biology department knows that these probationary students are capable of the work, otherwise, they wouldn't have been admitted into the MS-Biology program. This semester, Biology has requested several exceptions to this requirement of Greg Wypiszynski, who suggested a policy change.

Bob Stelzer asked if this policy change would benefit other programs, or if this is a situation specific to the Biology program. The Council is asked to provide him with any feedback about whether to present this policy change either way. At this time, the Council is split, some faculty feel it should be a campus-wide change, and others feel it should be Biology, only. After further discussion and review, Bob Stelzer will present a policy change to the Council in the future. Greg Wypiszynski stated he would send Bob a "Proposal to Change an Existing Policy Form."

- Denise Clark stated that the Faculty Development Board will be discussing issues in regards to the applications for teaching and research. The Council is invited to share any thoughts with Denise that she can bring to the next Faculty Development Board meeting.

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

- The GradSchool Fest will be on November 17, 2011 from 4-6pm in Reeve 227A
- UW-System Graduate Staff Meeting will be on November 9, 2011 in Sage 2239

#### **DEAN-IN-RESIDENCE REPORT** No additional report.

The meeting adjourned at 2:50 p.m. The next Graduate Council meeting is on December 1, 2011 from 1:20 – 2:50 in Sage Hall 2210.

Marci Nondorf, Recorder

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