

GRADUATE COUNCIL MEETING MINUTES

November 5, 2015, 1:21-2:32 P.M.  
Sage Hall 2210

---

**Present:** John Beam, Eric Brunsell, Susan Cramer, Anna Filipova, Lizz Focella, Karen Gibson, Marci Hoffman, Phan Hong, Toni House, Erik Krohn, Alan Saginak, Steve Steinert, Bob Stelzer, Cathy Toll, Mary Weeden, Judy Westphal, Greg Wypiszynski, Ling Zhang

**Excused:** Elizabeth Alderton, Pete Brown, Jamie Ceman, Denise Clark, Steve Dunn, Dale Feinauer, Mary Kate Friess, Fredi Giesler, Deb Matulle, Brandon Miller, Christine Roth, Nathan Stuart, Lori Worm

The meeting was called to order at 1:21 p.m. by Phan Hong.

- A. Motion to approve the Distinguished Research Award Committee Report/Second: Judy Westphal/Eric Brunsell. (Approved, 15-0-0).
- B. Motion to approve the Graduate Council minutes of October 1, 2015 as written/second: Steven Steinert/John Beam. (Approved, 15-0-0).
- C. MAGS 3-Minute Thesis Competition: Due to funding and the timing needed to select a student, the Council decided to discuss an internal competition, only, that will include all graduate programs. Oshkosh will not select one student to present at MAGS. Many students are well into their thesis and could present a 3-minute thesis during Celebration of Scholarship, and other students in the programs could be required to attend to build an audience. Phan Hong will contact Johnathan Gutow in the Grants Office to discuss this, and will report back at a future meeting.
- D. Budget Development Process: Ryan Haley asked if the Council would like him to discuss prioritization of the budget process and transparency of a new budget. We can request that he focus his presentation on graduate education, since many Council members have attended budget presentations, already. Phan Hong will follow-up with him to speak at a future meeting.
- E. Graduate Resource Needs: The Executive Committee met to review GA allocations to the colleges, but instead discussed promoting the Dean of Graduate Studies position. The Committee completed a proposal they plan to share with the Provost to
  - 1. Increase the Dean position to a 1.0 FTE (Susan Cramer currently has a 0.5 FTE),
  - 2. Expand the GA program by increasing the GA budget or finding grants to assist with tuition. This will be one of the Dean's responsibilities, too. GAs are a recruitment tool.
  - 3. Provide a graduate recruiter(s) responsible for collecting data, connecting with potential students, and find out where our students are coming from. The recruiter(s) will work with program coordinators, who will still hold the authority over all admissions decisions; will discuss options with prospective students to ensure they qualify or perhaps should consider a different program; and will provide a personal touch that emails and current staff cannot at this time.

Phan Hong will work with Susan Cramer to promote and recruit for the Dean's position externally. Graduate programs are too understaffed to give up faculty, and faculty are not willing to leave their colleagues even more understaffed. A full-time Dean would show proof of support to the Graduate Council and to graduate education, especially at a research-enhanced university.

Motion to approve the endorsement of ideas put forth in the document/second: Karen Gibson/Bob Stelzer. (Approved, 15-0-0). Phan Hong will read, edit, and push forward with the proposal.

- F. GradSchool Fest: Will be November 18, 2015, please remember to respond to emails from Kathryn Scheeler, so we can prepare for you. The GSA will be help at the event. Posters have been delivered to local coffee houses, community areas, student announcement lists with specific targets to multicultural students, campus vision, buzz free mobile app, to 13,000 alumni who graduated with an undergrad from UW Oshkosh in the past 5 years, facebook, twitter, McNairs students, and during information

sessions. It is an open house style, so please bring materials and have someone to talk with prospective students. Easels and stands can be arranged if advanced notice is provided.

G. Reminders:

1. Consent agendas are due November 20 for the December 3 meeting.
2. The next Graduate Council meeting is on December 3, 2015 from 1:20-2:50pm in Sage 2210.

Motion to adjourn at 2:32pm.

Marci Hoffman, Recorder

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