

**PRESENT:** Elizabeth Alderton, Sharon Chappy, Susan Cramer, John Cross, Steve Dunn, Karen Gibson, Kathy Hagens, Joan Heller, Marci Hoffman, Phan Hong-Lishner, Alex Hummel, Karen King, Alfred Kisubi, Shelly Lancaster, Deb Matulle, Reggie Parson, Christine Roth, Alan Saginak, Bob Stelzer, Jen Szydlak, Lee Van Scyoc, Teri Wegner, Bill Wresch, Greg Wypiszynski

**EXCUSED:** Jamie Ceman, Denise Clark, Judith Hankes, Emmanuel Jean Francois, Kelli Saginak, Sudipto Sarkar, Amy Williams

The meeting was called to order at 1:20 p.m. by Sharon Chappy. New members to the Council introduced themselves.

#### **APPROVAL ITEMS**

- The minutes of the Graduate Council meeting of October 3, 2013 were approved as written. Motion to approve/Second: Steve Dunn/Jen Szydlak.
- The Curriculum Approval Committee recommended approval for the following curricular actions. Discussion ensued, and the following items were approved as a group (motion to approve/second: Jen Szydlak/Mike Ford). Approved: 20, Not Approved: 0, Abstained: 0
  - Nursing, CNL Curriculum Change
  - Nursing, Nurse Educator Program Change
  - Psychology, Reduce Time Limit for MS Degree
    - Psychology will correct a typo (the graduate bulletin was misquoted) prior to final university approval. The Graduate Council approved that this action move forward.
  - Social Work, Dissolution of Collaborative MSW Program, and Authorization for an Independent MSW
- The Curriculum Approval Committee recommended approval for the following curricular action. One CAC member abstained from this action; therefore, the Council voted on this item separately. Motion to Approve/Second: Bill Wresch/Elizabeth Alderton. Approved: 19, Not Approved: 0, Abstain: 1.
  - MBA, HR Emphasis Program Change
    - MBA Representatives on the Council were asked to verify that the website cited in the Form C be regularly updated, or that the reference to this website be removed from the Form C. The Graduate Council approved that this action move forward.

#### **INFORMATION ITEMS**

- A new GoogleDrive folder was created for the Graduate Council. The Council voted and approved that all items be shared through GoogleDrive, only, from now on. Committees will also use GoogleDrive, so that document sharing and access will remain consistent. Approve: 20, Not Approve: 0, Abstain: 0.
- Susan Cramer reminded everyone to send University Strategic Plan updates to her by the end of today. These points will be uploaded to the University's Strategic Plan website.
- A marketing update has shown that the Graduate Studies website traffic has increased by 21.36% since this time last year. Applications for graduate programs are up by 10%, as well.

- Graduate Studies Initiatives Program funds were approved to support an ad for the College of Nursing in *Nursing Matters* for the total amount of \$1680.
- A reminder to graduate programs to use the Midwest Student Exchange Program (MSEP) as a recruiting tool for students in the Midwest. Their tuition may be reduced to 150% of in-state costs. For online programs; however, they're paying a flat fee, regardless of where the student lives.
- The Distinguished Master's Research Award Committee selected Ryan Glaman (Psychology) for the 2014 award and nominee to MAGS. Mr. Glaman will be invited to attend the spring 2014 Honors & Awards Ceremony.

MAGS has announced changes to their annual Master's Research Award, so that it directly aligns with the Council for Graduate School's annual award. Changes were shared with the Council, and the UW Oshkosh Distinguished Master's Research Award will need to be updated so that it, too, meets the same new requirements.

- The Graduate Student Association invited the Business Success Center (BSC) to speak at their next meeting on November 12. The BSC provides paid internship and consulting opportunities to students, staff, and faculty. For programs that are traditionally underrepresented by on-and-off-campus internships or job placements, students, staff, and faculty are encouraged to attend to express this need.
- Dean Cramer has also investigated additional internship and employment opportunities for students, faculty, and staff. After speaking with Jessie Pondell in the College of Business, she learned that Ms. Pondell is willing to help students from all disciplines find work and/or internship opportunities (many companies in the food industry are in need of biology/chemistry majors, for example). Faculty, staff, and students are welcome to contact Ms. Pondell directly for more information.
- A summer session 2013 report has been created, and it showed that 793 graduate students took coursework, and a total of 326 graduate courses were offered. However, only 25 graduate students submitted a summer session survey. Surveys are not disbursed to faculty until much later in the summer, therefore, they're unable to provide the survey to their students (for face-to-face, hybrid, and online classes). Susan Cramer stated she would follow-up with Kathy Lynch to fix this for next year.
- The Graduate Studies Office is working with IT to create paperless graduate studies forms (i.e. Admission to Candidacy, Program Modification, and Time-to-Degree Extensions). This will create a simplified, electronic filing system in an attempt to eventually move the graduate studies office to a completely paperless system.
- Discussion of creating posters or videos of graduate student graduates at Commencement Ceremonies ensued. The Council thought creating a slideshow of graduate students briefly discussing their research, their accomplishments, and future goals would be more appealing than posters. A great way to make graduate students stand-out is to only allow graduate students to be featured in these videos.
- Reminder: Student/Faculty Collaborative Research Proposals are due February 11, 2014.
- Susan Cramer is meeting with faculty and working her way through the College of Letters & Science departments that do not yet have a graduate program. Discussions include a review of dual-level courses, opportunities to collaborate with graduate studies or other graduate programs, and updates to the Graduate Faculty list. The Provost has asked that the Graduate Council now move toward reviewing all 700+ level courses for our upcoming HLC Review.
- A College of Nursing Research Assistant is completing a literature review of MOOCs for the Graduate Council, and once that's complete, Sharon Chappy will share her findings with the group.

## **ITEMS FROM GRADUATE COUNCIL MEMBERS**

- The Graduate Council would like data from GradSchool Fests collected and reviewed. Specifically focusing on the number in attendance and of those in attendance, how many apply, take coursework, and/or are admitted into our graduate programs. The purpose of the GradSchool Fest is to bring awareness of our graduate programs to the university, but faculty would also like to see what impact this event has had on admissions and enrollment. Greg Wypiszynski will work with a student intern to investigate further.
- The Council would like to revisit funding opportunities for the Graduate Studies Travel Fund. It was suggested we speak with the Foundation for possible donors for this type of award. Susan Cramer will follow-up with potential opportunities.

Motion to adjourn/Second at 2:27pm: John Cross/Mike Ford. The next Graduate Council meeting is on December 5, 2013 from 1:20 – 2:50pm in Sage Hall 2210.

Marci Hoffman, Recorder

Copies to:

Graduate Council

Provost Lane Earns

Deans

OSA President

Office of Graduate Studies Staff