The Graduate Council met Thursday, September 18, 2014 at 3:00 p.m. in 2007 Ullsvik Hall.

Members Present:

PROGRAM AREAS:

- **Computer Science**
  - Qi Yang – graduate program

- **Criminal Justice**
  - Cheryl Banachowski-Fuller – graduate program

- **Distance Education Leadership**
  - Julie Hewitt – graduate program

- **Engineering**
  - Jill Clough – graduate program

- **Integrated Supply Chain Management**
  - David Heimerdinger – graduate program

- **Organizational Change Leadership**
  - Caryn Stanley – graduate program

- **Project Management**
  - D. William Haskins – graduate program

At-Large Representatives

- Barb Barnet – elected faculty (term expires end of 2015 summer session)
- Patricia Bromley – elected faculty (term expires end of 2017 summer session)

Graduate Student Representative

- Ron Jacobus – elected graduate student (term expires end of 2015 summer session)

EX OFFICIO MEMBERS:

- **Dominic Barraclough** - Director of the School of Graduate Studies
- **John Berg** – Information Services
- **Dan Averious** – Director of the Distance Learning Center

Barb Barnet opened the meeting at 3:02

**Announcements –**

1. **Reminder – the Admission to Graduate Faculty Subcommittee will be meeting Thursday, September 18, 2014 in 2007 Ullsvik Hall, 2:30 p.m. – 3:00 p.m. – all members of the Graduate Council are invited to participate.**

   Request for Admission to the Graduate Faculty Subcommittee Meeting Schedule:
   - September 18, 2014 – Caryn Stanley and Barb Barnet
   - October 16, 2014 – Bill Haskins and Lisa Riedle
   - November 20, 2014 – Cheryl Banachowski-Fuller and Patricia Bromley
   - December 11, 2014 – Julie Hewitt and Jill Clough
   - January 29, 2015 – Lisa Riedle and Qi Yang
   - February 19, 2015 – David Heimerdinger and Patricia Bromley
   - March 26, 2015 – Karen Stinson and Cheryl Banachowski-Fuller
   - April 16, 2015 – Caryn Stanley and Julie Hewitt
   - May 7, 2015 – Bill Haskins and Jill Clough
Agenda –

ADD IN #0. Introductions – Barb Barnet

1. Approval of the minutes from the May 8, 2014 meeting.
   A motion to approve the minutes was made by Caryn Stanley, seconded by Cheryl Banachowski-Fuller. Motion was approved

2. Election of officers for 2014-2015
   • Chair - Cheryl Banachowski-Fuller nominated Bill Haskins, seconded by Patricia Bromley. There were no more nominations. Nominations were closed and Bill Haskins was approved unanimously.
   • Vice-Chair – Jill Clough nominated Cheryl Banachowski-Fuller, Cheryl refused. Cheryl Banachowski-Fuller nominated David Heimerdinger, seconded by Patricia Bromley. There were no more nominations. Nominations were closed and David Heimerdinger was approved unanimously.
   • Secretary - Cheryl Banachowski-Fuller nominated Julie Hewitt, seconded by David Heimerdinger. There were no more nominations. Nominations were closed and Julie Hewitt was approved unanimously.
   • Representative to the Commencement Committee – Barb Barnet nominated Bill Haskins, seconded by Cheryl Banachowski-Fulle. There were no more nominations. Nominations were closed and Bill Haskins was approved unanimously.

   Dominic discussed the reasoning behind discontinuing the Counseling Psychology department, the 3 year limit for students to complete their degree. He mentioned that Betsy Klinger was hired as an LTE to advise the students. Cheryl Banachowski-Fuller questioned the discontinuing of the Counseling Psychology courses and asked if at least some of the courses could be retained for possible future use in other programs.

4. Second reading – DEL (Distance Education Leadership) 7220, Teaching and Learning at a Distance – Julie Hewitt
   Course Description: This course examines the teaching and learning at a distance. Instructional theory and methods as they apply to online and blended instruction will be studied. A comprehensive exploration of teaching philosophies, lesson planning, and the evaluation of online and blended instruction will occur. Best practices and trends will be explored and applied through research, discussion, and practical application.
   Julie Hewitt presented and answered questions. David Heimerdinger made a motion to approve the course, seconded by Cheryl Banachowski-Fuller. Motion passed and course was approved.

5. Second reading – DEL (Distance Education Leadership) 7510, Design and Management – Julie Hewitt
   Course Description: This course examines design principles and strategies that are developed to increase e-learning, based on scientific theories of how people learn. Course design and course management processes are applied and evaluated in relation to how they support or disrupt learning.
   Julie Hewitt presented and answered questions. Jill Clough made a motion to approve the course, seconded by David Heimerdinger. Motion passed and course was approved.

6. Second reading – ISCM (Integrated Supply Chain Management) 7610, Outsourcing – David Heimerdinger
Course Description: This course will provide a historical perspective on outsourcing and offshoring, the marketplace, and the incentives for firms around the globe to tap into sourcing opportunities. It will examine the various sourcing arrangements available according to the nature of work outsourced. The geographical aspects in sourcing decisions, as well as examining certain vendor characteristics and desired core capabilities of the vendor. It will consider vendor selection strategy and outsourcing lifecycle from a client’s viewpoint. Finally it will review trends and emerging issues in the area of global sourcing, including reshoring. (subject to addition and change as course is further developed).  P: ISCM 7100

David Heimerdinger presented and answered questions. Julie Hewitt made a motion to approve the course, seconded by Cheryl Banachowski-Fuller. Motion passed and course was approved.

7. APC 6 year Review Cycle for the Graduate Programs – Qi Yang & Joe Clifton

Dominic Barracloough

Current Cycle
Group 1 – 2013 – 2015 – Counseling Psychology
Group 2 – 2014 – 2016 – Computer Science
Group 4 – 2016 – 2018 – none
Group 5 – 2017 – 2019 – Criminal Justice
Teacher Education
Group 6 – 2018 – 2020 – Distance Education Leadership
Integrate Supply Chain Management
Organizational Change Leadership
Project Management

Proposed Cycle
Group 1 – 2013 – 2015 – Counseling Psychology
Group 2 – 2014 – 2016 – none
Group 4 – 2016 – 2018 – Computer Science
Group 5 – 2017 – 2019 – Criminal Justice
Teacher Education
Group 6 – 2018 – 2020 – Distance Education Leadership
Integrate Supply Chain Management
Organizational Change Leadership
Project Management

Dominic discussed the reasoning for moving the Computer Science from Group 2 to Group 4. Barb Barnet made a motion to approve the move to Group 4, seconded by David Heimerdinger. Motion passed.

8. Request for admission to the Graduate Faculty – provisional membership – one year –

• Jimmy Cheffen – Continuing Education – beginning fall 2014 and expiring end of summer 2015.
  o TEACHING 6530E, Current Topics in Education: Teaching Methods #52
• Kala McClellan – Continuing Education – beginning fall 2014 and expiring end of summer 2015.
  o TEACHING 6530E, Current Topics in Education: Ethics for Behavior Analysts

9. Request for admission to the Graduate Faculty – provisional membership – three years –

• Lisa Harich – Continuing Education – beginning fall 2014 and expiring end of summer 2017.
  o TEACHING 6530E, Current Topics in Education: Teaching the 21st Century Class
  o TEACHING 6530E, Current Topics in Education: Combating Cyberbullying
• Susan Kloosterboer – Continuing Education – beginning summer 2014 and expiring end of spring 2017.
  o TEACHING 6530E, Current Topics in Education: Educational Evaluation #54
• **Lori Rarden** – Continuing Education – beginning fall 2014 and expiring end of summer 2017.
  - TEACHING 6530E, Current Topics in Education: Inspired Writing
  - TEACHING 6530E, Current Topics in Education: Engaging the Digital Learner

  Barb Barnet made a motion to approve items #8 & #9, seconded by Caryn Stanley. Motion passed.

10. **Other business** –

   A. Emphasis on Transcripts - Caryn Stanley for Dawn Drake
      Caryn brought back information concerning posting emphasis on official transcripts and allow program coordinators to add the emphasis onto PASS. Julie Hewitt made a motion to allow for the addition of the emphasis on the transcript and to allow for this decision to be made on a program by program basis by the individual program coordinators, seconded by Patricia Bromley. Motion passed.

   B. Admission Status – Dominic Barraclough
      Update from the May 8, 2014 Graduate Council meeting on admission status. The description of full standing would be:
      **Full Standing** - To be eligible for admission in full standing, a student must have an overall undergraduate grade point average of 2.75 or above; or 2.90 on the last 60 credits from the degree-granting institution.
      - Students not meeting those requirements, but meet one of the requirements listed below, may be considered for full standing through a comprehensive review of their application material. Students may be required to submit additional application materials in order for this comprehensive review to take place.
        1. Graduate course work with a GPA of 3.0 or higher
        2. Undergraduate degree GPA of 2.50 to 2.75 and bachelor's degree earned more than five years before date of application
        3. Bachelor's degree in a non-related field

      Cheryl Banachowski-Fuller made a motion to approve the updated admission status, seconded by Barb Barnet. Motion passed.

   C. Graduate Programs – Dominic Barraclough
      Discussed the number of graduate programs on and off campus and their budgets.

   D. Graduate Student Representative – Ronald (Ron) Jacobus

Meeting was adjourned at 3:47 p.m.

**Information only –**

1. **2014-2015 Assessment Report Schedule:**
   - 2014
     - September –
     - October – Computer Science
     - November – DEL
     - December –
   - 2015
o January – ISCM
o February – OCL
o March –
o April – Project Management

2. Request for admission to the Graduate Faculty – provisional membership – one year – administratively approved by Dominic Barraclough –

- **Karena Curtis** – Continuing Education – beginning summer 2014 and expiring end of spring 2015.
  - TEACHING 6530E, Current Topics in Education: Teaching Methods WTCS #52
- **Aumony Dahl** – Continuing Education – beginning fall 2014 and expiring end of summer 2015
  - TEACHING 6530E, Current Topics in Education: Early Childhood: Family Centered Service
  - TEACHING 6530E, Current Topics in Education: Early Childhood: Program Planning
  - TEACHING 6530E, Current Topics in Education: Infant & Toddler Mental Health: Issues & Information for Educators
- **Tim Derozier** – Continuing Education – beginning summer 2014 and expiring end of spring 2015.
  - TEACHING 6530E, Current Topics in Education: Technical & Adult Education in the WTCS #51
- **Matthew P Fischer** – Distance Education – beginning fall 2014 and expiring end of summer 2015.
  - ENGRG (Engineering) 7350, Design for Usability
  - ENGRG (Engineering) 7860, Continuous Improvement with Lean Principles
- **Desiree Franks** – Continuing Education – beginning summer 2014 and expiring end of spring 2015.
  - TEACHING 6530E, Current Topics in Education: Educational Psychology WTCS #53
- **Clifford Goodacre** – Continuing Education – beginning fall 2014 and expiring end of summer 2015.
  - TEACHING 6530E, Current Topics in Education: Teaching Methods NWTC #52
- **Kathy Jochman** – Continuing Education – beginning summer 2014 and expiring end of spring 2015.
  - TEACHING 6530E, Current Topics in Education: Teaching Methods WTCS #52
- **Jermey Kautza** – Continuing Education – beginning summer 2014 and expiring end of spring 2015.
  - TEACHING 6530E, Current Topics in Education: Technical & Adult Education in the WTCS #51
- **Kim Maier** – Distance Education – beginning fall 2014 and expiring end of summer 2015.
  - DEL (Distance Education Leadership) 7840, Capstone.
- **Robin Nickel** – Continuing Education – beginning summer 2014 and expiring end of spring 2015.
  - TEACHING 6530E, Current Topics in Education: Curriculum & Course Construction WTCS #50.
- **Elisabeth “Billy” Pugliese** – On Campus – beginning fall 2014 and expiring end of summer 2015.
  - COUNSPSY (Counseling Psychology) 7150, Mental Health Counseling
- **Antonio Molina Rivas** – Continuing Education – beginning summer 2014 and expiring end of spring 2015.
  - TEACHING 6530E, Current Topics in Education: Teaching Methods WTCS #52
- **Sherry Simmons** – Continuing Education – beginning fall 2014 and expiring end of summer 2015.
3. Request for admission to the Graduate Faculty – provisional membership – three years – administratively approved by Dominic Barraclough –

- **Darcie Donegan** – Continuing Education – beginning summer 2014 and expiring end of spring 2017.
  - TEACHING 6530E, Current Topics in Education: Early Childhood: Observation & Assessment
- **Paul Gasser** – Continuing Education – beginning fall 2014 and expiring end of summer 2017.
  - TEACHING 6530E, Current Topics in Education: Classroom Interventions for Helping Children of Trauma
  - COUNSPSY (Counseling Psychology) 7170, Advanced Counseling Techniques
- **Joan Halverstadt** – Continuing Education - beginning fall 2014 and expiring end of summer 2017.
  - TEACHING 6530E, Current Topics in Education: Child Abuse: Working with Abused & Neglected Children
  - TEACHING 6530E, Current Topics in Education: Traumatized Child: The Effects of Stress, Trauma & Violence on Student Learning
- **Geof Herman** – Continuing Education – beginning summer 2014 and expiring end of spring 2017.
  - TEACHING 6530E, Current Topics in Education: Communing with Clay II
- **Mick Jackson** – Continuing Education – beginning fall 2014 and expiring end of summer 2017.
  - TEACHING 6530E, Current Topics in Education: Advanced Classroom Management: Children as Change Agents
  - TEACHING 6530E, Current Topics in Education: Attention Deficit Disorder: Information & Interventions for Effective Teaching
  - TEACHING 6530E, Current Topics in Education: Reading Fundamentals #1: An Introduction to Scientifically-Based Teaching
  - TEACHING 6530E, Current Topics in Education: Reading Fundamentals #2: Laying the Foundation for Effective Reading Instruction
  - TEACHING 6530E, Current Topics in Education: Reading Fundamentals #3: The Elements of Effective Reading Instruction & Assessment
  - TEACHING 6530E, Current Topics in Education: Behavior is Language: Strategies for Managing Disruptive Behavior
- **Amy LaPlante** – Continuing Education – beginning fall 2014 and expiring end of summer 2017.
  - TEACHING 6530E, Current Topics in Education: Pathway to the Common Core in Reading & Writing
- **Jennifer Lewis** – Continuing Education – beginning fall 2014 and expiring end of summer 2017.
  - TEACHING 6530E, Current Topics in Education: Preparing to Teach Online #52
- **Michael Parks** – Continuing Education – beginning summer 2013 and expiring end of spring 2016.
  - TEACHING 6530E, Current Topics in Education: Battle for Prairie du Chien: War of 1812 Re-enactment
- **Florah Luseno** – Continuing Education – beginning fall 2014 and expiring end of summer 2017.
  - TEACHING 6530E, Current Topics in Education: Inclusion: Working with Students with Special Needs in general Education
- **Candyce Reynolds** – Continuing Education – beginning fall 2014 and expiring end of summer 2017.
• **Michael Sedler** – Continuing Education – beginning fall 2014 and expiring end of summer 2017.
  - TEACHING 6530E, Current Topics in Education: Harassment, Bullying & Cyber-Intimidation in Schools
  - TEACHING 6530E, Current Topics in Education: Drugs & Alcohol in Schools: Understanding Substance Use & Abuse
  - TEACHING 6530E, Current Topics in Education: Understanding Aggression: Coping with Aggressive Behavior in the Classroom
  - TEACHING 6530E, Current Topics in Education: Violence in Schools: Identification, Prevention & Intervention Strategies

• **Kristi Teed Thoreson** – Continuing Education – beginning summer 2014 and expiring end of spring 2017.
  - TEACHING 6530E, Current Topics in Education: Educational Psychology

• **Marrea Winnega** – Continuing Education – beginning fall 2014 and expiring end of summer 2017.
  - TEACHING 6530E, Current Topics in Education: Autism & Asperger’s Disorder: Information & Effective Intervention Strategies

• **Stephen Zvolner** – Continuing Education – beginning summer 2014 and expiring end of spring 2017.
  - TEACHING 6530E, Current Topics in Education: Photoshop Elements: Digital Imaging in the Classroom
  - TEACHING 6530E, Current Topics in Education: iMovie: Digital Video in the Classroom
  - TEACHING 6530E, Current Topics in Education: Project-Based Learning with Multimedia
  - TEACHING 6530E, Current Topics in Education: Movie Maker: Digital Video in the Classroom
  - TEACHING 6530E, Current Topics in Education: Moodle for Teachers

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4. **Request for admission to the Graduate Faculty – associate membership – administratively approved by Dominic Barraclough** –

- **Omar Meqdadi** – Computer Science – beginning spring 2015 and expiring end of fall 2017
- **Baozhong Tian** – Computer Science – beginning fall 2014 and expiring end of summer 2017.

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**Graduate Council 2014-2015 Meeting Schedule**

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Subcommittee meets 2:30-3:00 p.m. in 2007 Ullsvik.
Grad Council meets 3:00-5:00 p.m. in 2007 Ullsvik.

**GRADUATE COUNCIL MEMBERSHIP 2014-2015**

**PROGRAM AREAS:**

- **Computer Science**
  - **Qi Yang** – graduate program

- **Counseling Psychology**
  - **Karen Stinson** – graduate program coordinator

- **Criminal Justice**
  - **Cheryl Banachowski-Fuller** – graduate program

- **Distance Education Leadership**
  - **Julie Hewitt** - graduate program
Engineering
\hspace{1em} Jill Clough – graduate program

Integrated Supply Chain Management
\hspace{1em} David Heimerdinger – graduate program

Master of Science in Education
\hspace{1em} Karen Stinson – graduate program

Organizational Change Leadership
\hspace{1em} Caryn Stanley – graduate program

Project Management
\hspace{1em} D. William Haskins – graduate program

At-Large Representatives
\hspace{1em} Barb Barnet – elected faculty (term expires end of 2015 summer session)
\hspace{1em} Patricia Bromley – elected faculty (term expires end of 2017 summer session)
\hspace{1em} Lisa Riedle – elected faculty (term expires end of 2017 summer session)

Graduate Student Representative
\hspace{1em} Ron Jacobus - elected graduate student (term expires end of 2015 summer session)

EX OFFICIO MEMBERS:
\hspace{1em} Dominic Barracough, Director, the School of Graduate Studies
\hspace{1em} John Berg – Information Services
\hspace{1em} Dawn Drake – Director of the Distance Learning Center