The Graduate Council met Thursday, December 11, 2014 at 3:00 p.m. in 2007 Ullsvik Hall.

Members Present:

PROGRAM AREAS:

**Computer Science**
Qi Yang – 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 2016 summer session)
Irfan Ulhaq – elected faculty (term expires end of 2016 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
Dawn Drake – Director of the Distance Learning Center

Vice Chair - David Heimerdinger opened the meeting at 3:02

Announcements –

1. **Reminder – the Admission to Graduate Faculty Subcommittee meet Thursday, December 11, 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 Jill Clough
   November 20, 2014 – Cheryl Banachowski-Fuller and Patricia Bromley
   December 11, 2014 – Julie Hewitt and Irfan Ulhaq
   January 29, 2015 – Karen Stinson and Qi Yang
   February 19, 2015 – David Heimerdinger and Patricia Bromley
   March 26, 2015 – Irfan Ulhaq and Cheryl Banachowski-Fuller
   April 16, 2015 – Caryn Stanley and Julie Hewitt
   May 7, 2015 – Bill Haskins and Jill Clough
Agenda –

1. Approval of the minutes from the November 20, 2014 meeting.
   A motion to approve the minutes was made by Barbara Barnett, seconded by Caryn Stanley. Motion was approved

2. Request for admission to the Graduate Faculty – provisional membership – three years –
   • Cindy Terrill – Continuing Education – beginning spring 2015 and expiring end of fall 2017.
     o TEACHING 6530E, Current Topics in Education: Bringing the Reading Standards Home to Your Classroom
     o TEACHING 6530E, Current Topics in Education: Supporting Readers Who Struggle with the RTI Framework
     o TEACHING 6530E, Current Topics in Education: Complex Reading for Gr. 2-12
   A motion to approve was made by Irfan Ulhaq, seconded by Julie Hewitt. Motion passed

3. Second reading – DEL (Distance Education Leadership) 7540, eLearning Program Administration – Julie Hewitt
   Course Description: This course examines the administration of eLearning programs. Proposals, planning, implementation, and assessment are all explored. Topics such as market analysis, budgeting, curriculum, resource planning, quality assurance, program assessment, and organizational change are discussed. Academic and operational administration concepts are applied through discussions and scenario and project based learning.
   Julie Hewitt presented and answered questions. Patricia Bromley made a motion to approve the course, seconded by Caryn Stanley. Motion passed and course was approved.

4. HLC updates – Dawn Drake
   Dawn Drake discussed the processes of the HLC, accreditations and assessments.

5. Other business –
   Meeting was adjourned at 3:43 p.m.

Information only –

1. 2014-2015 Assessment Report Schedule:
   • 2014
     o September –
     o October – Computer Science (moved to November 2014)
     o November – DEL and Computer Science
     o December –
   • 2015
     o January – ISCM
     o February – OCL
     o March –
     o April – Project Management

   Basic questions:
   o A. What evidence do you have that students achieve your stated learning outcomes?
   o B. What have you learned as a result?
   o C. Document specific changes that have resulted from your assessment efforts.
Graduate Council 2014-2015 Meeting Schedule

Graduate Council 2014-2015 Meeting Schedule

**Fall 2014**
- September 18, 2014
- October 16, 2014
- November 20, 2014
- December 11, 2014

**Spring 2015**
- January 29, 2015
- February 19, 2015
- March 26, 2015
- April 16, 2015
- May 7, 2015

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**
- Jill Clough – graduate program

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

**Master of Science in Education**
- Karen Stinson – 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)
- Infan Ulhaq – elected faculty (term expires end of 2016 summer session)

**Graduate Student Representative**
- Ron Jacobus - elected graduate student (term expires end of 2015 summer session)

**EX OFFICIO MEMBERS:**

- Dominic Barraclough, Director, the School of Graduate Studies
- John Berg – Information Services
- Dawn Drake – Director of the Distance Learning Center