The Graduate Council will meet Thursday, December 13, 2012 at 3:00 p.m. in 2007 Ullsvik Hall.

Announcements –

1. Reminder – the Admission to Graduate Faculty Subcommittee will be meeting Thursday, December 13, 2012 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 20, 2012 - Cheryl Banachowski-Fuller and Barb Barnet
   - October 18, 2012 - Wendy Brooke and Jill Clough
   - November 15, 2012 - Candace Croft and Chris Hanegraaf
   - December 13, 2012 - Susan Hansen and Rob Hasker
   - January 31, 2013 - Bill Haskins and Jovan Hernandez
   - February 21, 2013 - Elizabeth Lucas (or Christine Storlie) and Karen Stinson
   - March 21, 2013 - Cheryl Banachowski-Fuller and Jill Clough
   - April 18, 2013 - Candace Croft and Rob Hasker
   - May 9, 2013 - Bill Haskins and Karen Stinson

Agenda –

1. Approval of the minutes from the November 15, 2012 meeting.

2. Permission to develop - BUSADMIN (Business Administration) 7500, Organizational Development, 3 credits, effective fall 2013 – Susan Hansen.

   Catalog description: Organizational Development (OD) is a conscious, planned process of developing an organization’s capabilities so that it can attain and sustain an optimum level of performance as measured by efficiency, effectiveness, and health. Through the process of OD, we attempt to bring about successful change efforts in individual employees, groups and teams, inter-groups, and organizations as well. P: BUSADMIN 5530 Organizational Behavior & BUSADMIN 7330 Introduction to Organizational Change Leadership.

3. Permission to develop - BUSADMIN (Business Administration) 7530, Organizational Theory, 3 credits, effective fall 2013 – Elizabeth Lucas.

   Catalog description: This course builds on the material covered in Organizational Behavior by introducing students to organizational theory and behavior from a policy and management perspective. The literature on organization theory addresses questions about the external environment within which organizations operate as well as the strategies and processes that are adopted by organizations in response to their environment. P: BUSADMIN 5530 Organizational Behavior & BUSADMIN 7330 Introduction to Organizational Change Leadership.

4. Permission to develop - DEL (Distance Education Leadership) 7510, Virtual Course Design and Management, 3 credits, effective spring 2014 – Jane Bravo Novak.

   Catalog 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 evaluated in relation to how they support or disrupt learning.
5. **Permission to develop - DEL (Distance Education Leadership) 7910, Critical Issues in Virtual Education, 3 credits, effective fall 2013 – Keith Smith & Candace Croft.**

   Catalog description: This course will examine various specialized and timely issues facing educational administrators in the virtual environment, such as the changing face of technology, accreditation, and sociocultural and political perspectives that affect the delivery of education.

6. **Second reading - defining full-time status for graduate students – David Van Buren.**

   From the minutes of the September 20, 2012 Graduate Council meeting: “David Van Buren asked for one-two volunteers to work with him on redefining what constitutes full time. This would mostly concern on-campus and international students in regards to visas. Now nine credits is full time during fall and spring semesters and five credits in summer sessions. Other UW institutions have different rules. For graduate assistantships we require the student register for 8 or more credits; most other UW schools use six credits. Discussion ensued. Financial aid and veterans benefits were discussed. Jovan Hernandez pointed out that Counseling Psychology students carrying practicum credits should also be considered. Rob Hasker volunteered for the project. Dr. Van Buren will ask Dr. Stinson to also join.”

   From the minutes of the October 18, 2012 Graduate Council meeting: “David Van Buren asked that this item be tabled until the November 15th meeting.”

   From the minutes of the November 15, 2012 Graduate Council meeting: “The subcommittee, consisting of David Van Buren, Rob Hasker, Karen Stinson, Jovan Hernandez and Cheryl Banachowski-Fuller, met and prepared a definition proposal. David Van Buren and Rob Hasker went over the proposed definition of full-time status for graduate students: For enrollment certification purposes, nine credits shall constitute a standard, full load during the fall and spring semesters and five credits during the summer session. Graduate students may enroll in undergraduate courses as part of their nine-credit minimum, but at least six credits must be at the graduate level. Six credits shall constitute a full-time load during the fall and spring semesters for students receiving an assistantship and for students enrolled in six or more credits of practicum. Three credits shall constitute a full-time load for students enrolled in thesis, seminar paper research, or educational project as long as the student is not enrolled in any other classes for the specified semester. The three-credit option cannot be applied for more than two semesters. Full-time status for other purposes, such as financial aid, may be defined differently.

   Discussion ensued and an effective semester of spring 2013 and some revision was decided upon: For enrollment certification purposes, nine credits shall constitute a standard, full load during the fall and spring semesters and five credits during the summer session. Graduate students may enroll in undergraduate courses as part of their nine-credit minimum, but at least six credits must be at the graduate level. Six credits shall constitute a full-time load during the fall and spring semesters for students receiving an assistantship and for students enrolled in six or more credits of practicum. Three credits shall constitute a full-time load for students enrolled in thesis, seminar paper research, or educational project as long as the student is not enrolled in any other classes for the specified semester. The three-credit option cannot be applied for more than two semesters. Full-time status for other purposes, such as financial aid, may be defined differently.

   This was a first reading; the second reading will be at the December 13, 2012 meeting.”

7. **Graduate student funding for research and travel – Jovan Hernandez.**

8. **Should on-campus graduate students continue to participate in the textbook rental program and continue to pay the additional segregated fees associated with textbook rentals? – David Van Buren.**

9. **Project Management assessment report – Bill Haskins.**
10. Request for admission to the Graduate Faculty – provisional membership – one year –
- **Alfonso Bucero** – Project Management – beginning spring 2013 and expiring end of fall 2013.
  - PROJMGT (Project Management) 7030, Project Risk Management.
- **Allen Green** – Project Management – beginning spring 2013 and expiring end of fall 2013.
  - PROJMGT (Project Management) 7070, Program Management.
- **Gary Hamilton** – Project Management – beginning spring 2013 and expiring end of fall 2013.
  - PROJMGT (Project Management) 7070, Program Management.
- **Aaron Shelman** – Engineering – beginning spring 2013 and expiring end of fall 2013.
  - ENGRG (Engineering) 7220, Dynamics of Structures.

11. Request for admission to the Graduate Faculty – provisional membership – three years –
  - PROJMGT (Project Management) 7050, Project Procurement Management.
- **Julie Pluemer** – Continuing Education – beginning fall 2012 and expiring end of summer 2015.
  - TEACHING 6530E, Current Topics in Education: Southwest Wisconsin Business and Education Summit 2012.

12. Request for admission to the Graduate Faculty – associate membership –
- **Todd Carothers** – Project Management – beginning fall 2012 and expiring end of summer 2015.
- **Thomas Collins** – Project Management – beginning fall 2012 and expiring end of summer 2015.

13. Other business –

**Information only –**

1. 2012-2013 Assessment Report Schedule:
- 2012
  - September 20 – None
  - October 18 – Criminal Justice – Cheryl Banachowski-Fuller
  - November 15 – Distance Education Leadership – Candace Croft
  - December 13 – Project Management – Bill Haskins
- 2013
  - January 31 – Engineering, Jill Clough
  - And Integrated Supply Chain Management – David Heimerdinger
  - February 21 – Master of Science in Education – Karen Stinson
  - March 21 – Computer Science – Rob Hasker
  - April 18 – Counseling Psychology – Jovan Hernandez
  - May 9 – Organizational Change Leadership – Elizabeth Lucas

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

Graduate Council 2012-2013 Meeting Schedule

<table>
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<tr>
<th>Fall 2012</th>
<th>Spring 2013</th>
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October 18, 2012                                      February 21, 2013
November 15, 2012                                  March 21, 2013
December 13, 2012                                  April 18, 2013
                           May 9, 2013

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 2012-2013
PROGRAM AREAS:
Computer Science
Rob Hasker – graduate program
Counseling Psychology
Jovan Hernandez – elected faculty (term expires end of 2014 summer)
Criminal Justice
Cheryl Banachowski-Fuller – graduate program
Distance Education Leadership
Candace Croft - 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
Elizabeth Lucas (Christine Storlie will be filling in while Elizabeth is on maternity leave) – graduate program
Project Management
D. William Haskins – graduate program
At-Large Representatives
Barb Barnet – elected faculty (term expires end of 2013 summer session)
Wendy Brooke – elected faculty (term expires end of 2014 summer session)
Susan Hansen – elected faculty (term expires end of 2014 summer session)
Graduate Student Representative
Christopher Hanegraaf - elected graduate student (term expires end of 2014 summer session)
EX OFFICIO MEMBERS:
Dr. David Van Buren, Dean, the School of Graduate Studies
John Berg – Information Services
Dawn Drake – Director of the Distance Learning Center