The Graduate Council met Thursday, April 21, 2005 in 320 Brigham Hall.

**Members Present -**

**PROGRAM AREAS:**

- **Counselor Education**
  - Dominic Barraclough – graduate program
- **Criminal Justice**
  - Cheryl Banachowski-Fuller – graduate program (Secretary 2004-2005)
  - Susan Hilal – elected faculty (term expires end of 2006 summer session)
- **Engineering**
  - Lisa Riedle – graduate program
- **Industrial Technology Management**
  - Colleen Kaiser (representing Dick Klawiter) – graduate program
  - Linda Bouck – elected faculty (term expires end of 2005 summer session)
- **Master of Science in Education**
  - Alison Bunte – graduate program
- **Project Management**
  - D. William Haskins – graduate program
  - B. J. Reed – elected faculty (term expires end of 2005 summer session) (Vice Chair 2004-2005)

**EX OFFICIO MEMBERS**

- **Dr. David Van Buren**, Dean, the School of Graduate Studies
- **John Krogman** – Assistant Vice Chancellor for Information Services

**Visitors Present – Rob Hasker, Susan Hansen, Tom Jonas, Michael Sharkey, Patricia Bromley.**

Vice Chair B J Reed opened the meeting at 3:30 p.m.

**Announcements –**

1. **B J Reed’s term on the Graduate Council will expire the end of summer 2005. She will be replaced by Susan Hansen. Susan’s term will run from fall 2005 to the end of summer 2007.**

2. **David Van Buren announced the formation of a new steering committee in the School of Graduate Studies. The Graduate School Steering Committee is comprised of the program heads and Dr. Van Buren.**

3. **David Van Buren announced that the notification of the on-campus graduate assistantship allocation would be going out soon to the program areas. He noted that a full assistantship would be increased to $3,500 per semester. He also indicated that because of the increase in the pay for graduate assistants, there would be a slight reduction (from last year’s) in the number of assistantship positions available.**

   It was asked if the agenda could be adjusted so that agenda items #4, 5 and 6 could be handled first and this was agreed upon.
1. Approval of the minutes from the May 17, 2005 meeting. These minutes are posted at the Graduate Council website - [http://www.uwplatt.edu/registrar/grad_council/index.html](http://www.uwplatt.edu/registrar/grad_council/index.html).

Cheryl Banachowski-Fuller made a motion to approve the minutes from the March 17, 2005 meeting. Linda Bouck seconded the motion. The motion passed unanimously.

2. New course – first reading – Psychology 7230, Crisis Intervention for Adolescents and Adults – Patricia Bromley. (Graduate Council members: Document posted in the Graduate Council workgroup folder.)

Patricia Bromley presented the course and answered questions. This will be an online course. Second reading for this course will be at the September 2005 meeting.


Susan Hilal presented the course and answered questions. This will be an online course and an elective. Second reading for this course will be at the September 2005 meeting.


Tom Jonas presented the course and answered questions. He handed out a revised syllabus. Discussion ensued. There were some suggestions for changes in the catalog description. Second reading for this course will be at the September 2005 meeting.

5. New online course – second reading – Project Management 7040, Interpersonal Skills for Project Professionals, 3 credits, beginning fall 2005 – Bill Haskins. (Graduate Council members: Documents are posted in the Graduate Council workgroup folder.)

Bill Haskins was present to answer questions. Title changed to Interpersonal Skills for Project Professionals. The course author is Ginger Levin. Bill Haskins went over the suggested changes from the March 17, 2005 meeting and how he incorporated those suggestions.

Dominic Barraclough stated that he still did not understand how teaching interpersonal skills is accomplished with an online course.

It was questioned whether an author of a book should be proposing a course with that as the required text. Discussion ensued.

Concern over the course title was expressed. More discussion. Bill Haskins indicated that a course of this type is found in almost every Project Management program. It was asked how the author defines “interpersonal”.

It was suggested that a co-developer be engaged. There was a general agreement with this suggestion.

It was asked that the Communication Skills/Interpersonal Skills section from the Project Management Book of Knowledge be made available to the Graduate Council members. Discussion ensued.

Bill Haskins indicated that Ginger Levin would be on campus May 5th and he could ask her to attend the Graduate Council meeting.

Linda Bouck made a motion to postpone decision of approval for Project Management 7040 to the May 5, 2005 meeting pending additional information as directed from Bill Haskins. Lisa Riedle seconded the motion. The motion passed with one abstaining vote. Additional information requested from Bill Haskins was –

- Provide short biographies on the co-authors
- Provide a listing of other available textbooks
- If possible, obtain a syllabus from another institution offering this course
- Have Dr. Levin attend the May 5, 2005 meeting
6. New online course – first reading – Business Administration 7110, Management Decision Analysis, 3 credits, fall 2005 – Susan Hansen. (Graduate Council members: Documents are posted in the Graduate Council workgroup folder.)

Susan Hansen presented the course and answered questions. This will be an online elective course. **Second reading for this course will be at the May 5, 2005 meeting.**

7. New course – first reading – Philosophy 7530, Business Ethics – Bill Haskins. (Graduate Council members: Document has been posted in the Graduate Council workgroup folder.)

Bill Haskins and Mike Sharkey presented the course and answered questions. This will be an online course. This course will be developed over the summer and presented in the fall 2005 semester. Discussion ensued. **Second reading for this course will be at the September 2005 meeting.**

8. Modifications to the Computer Science program – Rob Hasker – information and feedback (see document titled “Computer Science Master of Proposal.doc”). (Graduate Council members: Documents are posted in the Graduate Council workgroup folder.)

Rob Hasker was present to answer questions. Rob Hasker and David Van Buren went over the history of developing the program Master of Science in Computer Science. Cheryl Banachowski-Fuller made a motion to give permission to plan and develop. Motion was seconded by Alison Bunte. **Motion passed unanimously.**

9. Communication Technologies course drops effective June 1, 2005 – B J Reed – (Graduate Council members: Documents are posted in the Graduate Council workgroup folder.)

- Communication Technologies 5310, Advanced Photography
- Communication Technologies 5330, Digital Imaging
- Communication Technologies 5560, Broadcast News
- Communication Technologies 5620, Documentary Photography
- Communication Technologies 5630, Printing Processes
- Communication Technologies 5730, Project Writing and Reporting
- Communication Technologies 5830, Editing for Print
- Communication Technologies 5930, Communication Law
- Communication Technologies 6130, Communication Technologies Management
- Communication Technologies 6140, U.S. Investigative Journalism (note from Linda J: title in computer system is U.S. Investigative Journalism 1963-Present)
- Communication Technologies 6360, Public Relations Strategies
- Communication Technologies 7920, Seminar Paper Research
- Communication Technologies 7980, Independent Study in Communication
- Communication Technologies 7990, Thesis Research

B J Reed was present to answer questions. Cheryl Banachowski-Fuller made a motion to **approve drops.** Motion was seconded by Dominic Barraclough. **Motion passed unanimously.**

10. Subcommittee Reports –

- Constitution and Bylaws (reminder - bring comments or questions from your major areas)

B J Reed discussed the report from the subcommittee which was displayed for the members. Report is in two parts. First part recommended that the Graduate Council convert the current Constitution and Bylaws to one document, “Bylaws of the Graduate Council”. In addition, the current Article VII Amendments should be deleted. A new article on amendments should be inserted. Discussion ensued.
Cheryl Banachowski-Fuller made a motion to accept the subcommittee’s report (Part I) to merge the Constitution and ByLaws to Bylaws and provide a new method of amendment. Part II of the report will be postponed until the fall semester. Motion passed unanimously.

- **Strategic Plan**
  No report filed.
- **Differential Assignments for Graduate Students**
  No report filed.

**11. Submission of assessment plans – David Van Buren.**

David Van Buren indicated that submission of an assessment plan needs to be posted by the end of this semester. Discussion ensued. It was asked that areas send an electronic copy to Shane Drefcinski with David Van Buren copied.

**12. Requests for Admission to the Graduate Faculty – (Graduate Council members: Documents are posted in the Graduate Council workgroup folder.)**

- Roxane Gunser, Business and Accounting
- Susan Hansen, Business and Accounting
- Stephen Kleisath, Business and Accounting
- Stormy Stipe, Humanities/English
- Mary Rose Williams, Communication Technologies

Susan Hilal made a motion to approve all. Motion was seconded by Dominic Barraclough. Motion passed unanimously.

**12. Should graduate students be eligible for nomination to serve as "Valedictory Speaker"? – David Van Buren.**

This item was not discussed. Item will be added to the agenda for the May 5, 2005 meeting.

**13. Other business.**

Dominic Barraclough announced that he was now program coordinator for the Counselor Education program and that Kimberly Tuescher would be the elected faculty representative effective immediately.

**Items for information only –**

**1. New Advanced Studies in Project Management Certificate. (Graduate Council members: Documents are posted in the Graduate Council workgroup folder.)**

The Master of Science, Project Management program will offer a 9 credit advanced master certificate in project management studies, to consist of the following courses:

- PM 7030 Project Risk Management
- PM 7050 Project Procurement Management

And one of the following:

- PM 7060 Advanced Project Management Tools and Techniques
- PM 7040 Interpersonal Skills for Project Managers (new course under development)
- PM 7980 Independent Study in Project Management

This certificate is available beginning April 22, 2005.

**2. Non-Graduate Faculty approved by Dr. Van Buren to teach graduate courses – (Graduate Council members: Documents are posted in the Graduate Council workgroup folder.)**

- Antczak, Thomas – approved to teach Physical Education 5420, Health Promotion at the Worksite.
• Babler, Carl – approved to teach Agricultural Industries 6620, Agricultural Commodity Price Forecasting, spring 2005.

• Benish, Steve – approved to teach the following for spring 2005 –
  o Counselor Education 7070, Theories of Counseling and Psychotherapy
  o Counselor Education 7050, Practicum I

• Combs, Paul – approved to teach Physical Education 5610, Coaching Basketball.

• Connolly, Pamela – approved to teach Physical Education 6020, Psychology of Coaching.

• Curtis, Sue – approved to teach Teaching 6530, Topic: Helping Child and Adolescents With Grief and Loss


• Emendorfer, Lisa – approved to teach Teaching 7050, Public Relations in School and Community, spring 2005.

• Fahrney, Leroy – approved to teach Counselor Education 7060, Practicum II, spring 2005.

• Foster, Patricia – approved to teach Counselor Education 7180, Family and Multicultural Counseling, spring 2005 and summer 2005.

• Gibson, Sonya – approved to teach –
  o Teaching 6200, Relating Pk-12 Schooling to Life, spring 2005
  o Teaching 7630, Instructional Content and Practice, spring 2005

• Gunser, Roxane – approved to teach Business Administration 5620, Financial Management, spring 2005.

• Hansen, Susan – approved to teach the following for spring 2005 –
  o Business Administration 5530, Organizational Behavior
  o Business Administration 6120, Operations Management


• Jonas, Patricia – approved to teach English 6740, Practicum in Teaching English as a Second or Other Language, spring 2005.


• kleisath, Stephen – approved to teach Business Administration 5540, Quality Management, spring 2005.

• McCabe, Colleen – approved to teach the following courses spring 2005 –
  o Physical Education 6940, Seminar in Community and Environmental Health Education
  o Physical Education 6230, Methods in Middle/Secondary Physical Education
  o Physical Education 7420, Practicum in Athletic Coaching

• McGowan, Mike – approved to teach Teaching 6530E, Topic: AODA Student Assistance Programs, beginning summer 2005 and expiring end of summer 2006.

• Micech, Philip – approved to teach Mechanical Engineering 7730, Design for Manufacturability, beginning summer 2005 and expiring end of summer 2006.

• Osterday, Donald –
  o approved to teach the following for spring 2005 –
    ▪ Counselor Education 6630, Introduction to Professional Counseling
    ▪ Counselor Education 7060, Practicum II
  o Approved to teach the following for summer 2005 –
    ▪ Counselor Education 6630, Introduction to Professional Counseling

• Rastall, Jodi – approved to teach Teaching 6530E, Topic: Teaching Student Handwriting, beginning spring 2005 and expiring end of spring 2006.

• Riley, Heather – approved to teach Physical Education 5510, Assessment and Screening in Physical Education.

• Ringgenberg, Scott – approved to teach Physical Education 5220, Teaching Issues Relating to Alcohol, Drugs, and Sexuality.


• **Van Epps, Brad** – approved to teach English 5930, *Literature for Young Adults*, spring 2005.

• **White, Martin** – approved to teach Industrial Studies 6980, *Industrial Training and Supervision*, spring 2005.

3. **Title changes – Rea Kirk and Julie Phillips – (Graduate Council members: Documents are posted in the Graduate Council workgroup folder.)**


- **Teaching 7620** – title changed from *Special Education: Legal and Theoretical Foundations* to *Special Education: Laws and Legal Issues* – effective fall 2005.


- **Teaching 7960** – title changed from *Practicum* *(note from Linda J: title in computer system is Graduate Practicum)* to *Cross-Categorical Special Education Practicum* – effective fall 2005.

Susan Hilal made a motion to adjourn the meeting. Alison Bunte seconded the motion. Meeting was adjourned at 5:30 p.m.
Lisa Riedle – graduate program
Mark Meyers – elected faculty (term expires end of 2006 summer session)

**Industrial Technology Management**
Colleen Kaiser (representing Dick Klawiter) – graduate program
Linda Bouck – elected faculty (term expires end of 2005 summer session)

**Master of Science in Education**
Alison Bunte – graduate program
David Braun y Harycki – elected faculty (term expires end of 2006 summer session) (Chair 2004-2005)

**Project Management**
D. William Haskins – graduate program
B. J. Reed – elected faculty (term expires end of 2005 summer session) (Vice Chair 2004-2005)

**At-Large Representatives**
Dr. Theron Parsons – elected faculty (term expires end of 2005 summer session)
Dr. James Hamilton – elected faculty (term expires end of 2006 summer session)

**EX OFFICIO MEMBERS**
Dr. David Van Buren, Dean, the School of Graduate Studies
John Krogman – Assistant Vice Chancellor for Information Services