The Graduate Council met Thursday, September 22, 2005 in 320 Brigham Hall.

Members Present -
Agricultural Industries
Mark Zidon – graduate program

Counselor Education
Dominic Barraclough – graduate program
Kimberly Tuescher – elected faculty (term expires end of 2006 summer session)

Criminal Justice
Cheryl Banachowski-Fuller – graduate program
Susan Hilal – elected faculty (term expires end of 2006 summer session)

Engineering
Lisa Riedle – graduate program
Michael Penn for Mark Meyers – elected faculty (term expires end of 2006 summer session)

Master of Science in Education
David Braun y Harycki – elected faculty (term expires end of 2006 summer session)

Project Management
D. William Haskins – graduate program
Susan Hansen – elected faculty (term expires end of 2007 summer session)

At-Large Representatives
Patricia Bromley – elected faculty (term expires end of 2007 summer session)

Ex Officio Members
David Van Buren, Dean, the School of Graduate Studies
John Krogman – Associate Vice Chancellor for Information Services

Visitors Present – Dr. Matthew Roberts.

Chair David Braun y Harycki opened the meeting at 3:35 p.m.

Announcements –

1. Dr. Robert Nusbaum is replacing Dr. Annie Kinwa-Muzinga at the Agricultural Industries representative. His term will expire the end of summer 2007.

2. Graduate Council 2005-2006 membership –
   PROGRAM AREAS:
   Agricultural Industries
   Mark Zidon – graduate program
   Robert Nusbaum – elected faculty (term expires end of 2007 summer session)
Counselor Education  
Dominic Barraclough – graduate program  
Kimberly Tuescher— elected faculty (term expires end of 2006 summer session)

Criminal Justice  
Cheryl Banachowski-Fuller – graduate program  
Susan Hilal – elected faculty (term expires end of 2006 summer session)

Engineering  
Lisa Riedle – graduate program  
Mark Meyers – elected faculty (term expires end of 2006 summer session)

Industrial Technology Management  
Colleen Kaiser (representing Richard Klawiter) – graduate program  
Yong Cho – elected faculty (term expires end of 2007 summer session)

Master of Science in Education  
Alison Bunte – graduate program  
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At-Large Representatives  
Patricia Bromley – elected faculty (term expires end of 2007 summer session)  
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 – Associate Vice Chancellor for Information Services

3. Graduate Council meeting dates for 2005-2006 –
   - September 22, 2005
   - October 20, 2005
   - November 17, 2005
   - December 15, 2005
   - January 26, 2006
   - February 16, 2006
   - March 23, 2006
   - April 20, 2006
   - May 11, 2006

   Note – meetings will be held 3:30 p.m. – 5:00 p.m. in 320 Brigham Hall.

Minutes –

1. Election of officers.
   - Nominations for Chair –
     Michael Penn nominated Mark Meyers; seconded by Lisa Riedle. Kimberly Tuescher nominated Patricia Bromley; seconded by Cheryl Banachowski-Fuller. Bill Haskins made a motion to close nominations; seconded by Dominic Barraclough. Mark Meyers was unable to attend this meeting so Kimberly Tuescher made a motion to table election of the Chair until
Mark Meyers could be contacted regarding his willingness to accept the nomination. Motion passed. It was decided that David Braun y Harycki would chair the next Graduate Council meeting.

- Nominations for Vice-Chair –
  Cheryl Banachowski-Fuller nominated Kimberly Tuescher; seconded by Patricia Bromley. Kimberly Tuescher accepted the nomination. Dominic Barraclough made a motion to close the nominations; seconded by Bill Haskins. Voting resulted in Kimberly Tuescher being elected Vice-Chair of the Graduate Council for 2005-2006.

- Nominations for Secretary –
  Kimberly Tuescher nominated Cheryl Banachowski-Fuller; seconded by Dominic Barraclough. Cheryl Banachowski-Fuller accepted the nomination. Kimberly Tuescher made a motion to close the nominations; seconded by Dominic Barraclough. Voting resulted in Cheryl Banachowski-Fuller being elected Secretary of the Graduate Council for 2005-2006.

2. The minutes from the May 5, 2005 meeting were approved as posted on a motion by Cheryl Banachowski-Fuller and seconded by Kimberly Tuescher.

3. Overview of the issues for the Graduate School, 2005-06 – David Van Buren.
   
   a) David Van Buren made the suggestion that the Graduate Council Secretary should be responsible for running the projector during meetings. This would leave Linda Jamieson free to take the minutes. The Secretary, Cheryl Banachowski-Fuller, agreed.
   
   b) Constitution and By-Laws – we will begin the process of converting from a Constitution to Graduate Faculty By-Laws. David Van Buren went over the previously proposed changes by the subcommittee.
   
   c) Strategic Plan – David Van Buren indicated that John Krogman was chairing the University’s Strategic Planning Committee. David Van Buren went over what has been accomplished and what still needs to be accomplished in terms of a strategic plan for the School of Graduate Studies. They hope to have the School of Graduate Studies strategic plan roughed out this semester and presented to the Graduate Council for approval.
   
   d) Certificates – David Van Buren discussed the necessity of setting grade point average requirements for receipt of a certificate.
   
   e) Assessment Plans – David Van Buren handled out a copy of the Criminal Justice undergraduate program assessment model as an example. David Van Buren indicated that student learning outcomes are finished, but each active program needs to identify the measures/tools it will use to measure student learning outcomes and show how each student learning outcome will be measured, with at least two measures for each student learning outcome. This year we will go to the next stage and begin using the tools.
   
   f) David Van Buren and the Graduate Steering Committee will be looking at the graduate assistantship assignments this year.

4. New course – second reading – Psychology 7230, Crisis Intervention Theory (title changed since last reading) – Patricia Bromley.
   
   Patricia Bromley was present to answer questions. Course was unanimously approved on a motion by Lisa Riedle and seconded by Bill Haskins.

   
   Susan Hilal was present to answer questions. Susan indicated this would be a choice core requirement for the Criminal Justice program. It was noted that another document would be needed if the course is being proposed as an alternative to Criminal Justice 7130 (Criminal Justice Research and Statistical Methods) since Criminal Justice 7130 is a required course in the core for the M.S. in Criminal Justice program. Course was unanimously approved on a motion by Kimberly Tuescher and seconded by Dominic Barraclough.

   Cheryl Banachowski-Fuller was present to answer questions. Course was approved on a motion by Bill Haskins and seconded by Lisa Riedle.

7. **New course – second reading – Civil Engineering 6230 (was 7230), Structural Steel Design with LRFD – Dr. Matthew Roberts.**

   (From the May 2005 Graduate Council minutes: Dr. Matthew Roberts presented the course and answered questions. Lisa Riedle provided background information and explained that this course will be part of the new Structural/Geotechnical module. This course will be developed during summer 2005. Dr. Roberts indicated there is an undergraduate course 4230 that also covers this information. It was asked how different the two courses are and a discussion ensued. It was suggested that perhaps a slash course of 6230 instead of a 7000 level course. Dr. Riedle indicated that she would take these concerns back to the department for discussion. Second reading for this course will be at the September 2005 meeting.)

   Dr. Matthew Roberts was present to answer questions. Kimberly Tuescher made a motion to approve which was seconded by Mark Zidon. Discussion ensued. It was indicated that 4230 is an on campus course and 6230 will be an online course. The big difference between the two is the textbook. More discussion ensued. Kimberly Tuescher suggested that the syllabus be changed to include the differences in 4230 and 6230. Course is being developed and is scheduled to be offered January 2006. Kimberly Tuescher withdrew her previous motion. Cheryl Banachowski-Fuller made a motion to approve the course dependent on receipt of an updated syllabus showing the difference between 4230 and 6230. Kimberly Tuescher seconded the motion. Motion passed.

8. **New course – second reading – Civil Engineering 7280, Designing with Geosynthetics – Lisa Riedle.**

   Lisa Riedle was present to answer questions. Course was approved on a motion by Bill Haskins and seconded by Cheryl Banachowski-Fuller.


   Lisa Riedle was present to answer questions. Susan Hansen made a motion to approve the course. It was seconded by Kimberly Tuescher. Motion passed.

10. **New course – second reading – Philosophy 7530, Business Ethics – Bill Haskins.**

    Bill Haskins was present to answer questions. This will be an online only course. Discussion ensued. Cheryl Banachowski-Fuller made a motion to approve the course; seconded by Susan Hansen. David Braun y Harycki would like more information on – course objectives, educational objectives, and assessment learning outcomes. Cheryl Banachowski-Fuller made a motion to withdraw her previous motion and table until the instructor is contacted regarding the three items mentioned by Dr. Braun y Harycki. Kimberly Tuescher seconded the motion. Motion passed and item was tabled.

11. **For information only – title changes – effective fall 2005 – Majid Tabrizi –**

    - Industrial Studies 6850 – from Plastic Processes I to Thermoforming Technology.
    - Industrial Studies 6860 – from Plastic Processes II to Injection Molding Technology.

12. **Request for admission to the Graduate Faculty –**

    - Dr. Dale P. Kapla, Criminal Justice
    - Dr. Craig Wheeler, Counselor Education

    Susan Hillal spoke in favor of Dr. Kapla. Kimberly Tuescher made a motion to approve; seconded by Dominic Barraclough. Motion passed.
Dominic Barraclough spoke in favor of Dr. Wheeler. Susan Hilal made a motion to approve, seconded by Kimberly Tuescher. Motion passed.

13. Subcommittee Reports –
- Constitution and Bylaws (reminder - bring comments or questions from your major areas) – no report – Susan Hilal is the only remaining member of the subcommittee and asked for volunteers to help her.
- Strategic Plan – Dominic Barraclough indicated that the subcommittee is working on the draft from last spring.
- Differential Assignments for Graduate Students – David Braun y Haryckci indicated that he is the only remaining subcommittee member and asked for help. Kimberly Tuescher volunteered.

14. Other business.
None.

Items for information only –

1. Ethnic Studies 5520, American Women’s History, was made inactive effective end of spring 2005 – Linda Jamieson. Course is cross offered under History 5520 and Women’s Studies 5520.

2. Non-graduate faculty approved by Dr. Van Buren to teach graduate courses –
The only discussion was regarding Peter Esser’s course – Teaching 6530E, Topic: eBay: An Entrepreneurial Tool. Course is being offered for either 1 UG credit or 1 G credit. Discussion regarding topic subjects and number of times a topic subject is offered. Dean Van Buren indicated that he grants approval for non-graduate faculty to teach a graduate course upon the recommendation of the program director and the dean of the undergraduate college. Our policy has been to allow programs to offer the same special topics courses up to three times although we have no formal mechanism in place to enforce this. His approval is to allow non-graduate faculty to teach a graduate course. If the Graduate Council wishes to establish a protocol to monitor the rigor and number of times a special topics class is offered, that is its prerogative. It appears that Continuing Education classes would be the area where this issue comes up most often. David Braun y Haryckci made a motion to invite Marian Maciej-Hiner to the next meeting to explain topic development and approval. Lisa Riedle seconded the motion. Motion passed.

Discussion – Kimberly Tuescher remarked that some topics are offered 3 or more times under the course number 6530E. Shouldn’t there be a check system in place? Dominic Barraclough asked if that could be handled by the Steering Committee and David Van Buren indicate it could.

Discussion – Kimberly Tuescher asked – non-graduate faculty approvals to teach not submitted – who checks for them? Discussion ensued.
- Cobb, Troy – approved to teach Teaching 7880, Graduate Practicum in Teaching, beginning fall 2005 and expiring end of fall 2008.
• Heimerdinger, David – approved to teach Industrial Studies 6940, **Quality Control**, fall 2005.
• Lien, Teresa – approved to teach Teaching 6530E, **Topic: Diversity Awareness in Education**, fall 2005.
• Matthews, John – approved to teach Teaching 6530E, **Topic: Educational Diversity #69**, summer 2005.
• Nemmetz, Amy – approved to teach Criminal Justice 7430 (online), **Victimology**, fall 2005.
• Osterday, Donald – approved to teach Counselor Education 6630, **Introduction to Professional Counseling**, fall 2005.
• Perone, Jerome – approved to teach Project Management 7010, **Project Management Techniques I**, spring 2005.
• Philip, Sandra – approved to teach Teaching 6530E, **Topic: Educational Diversity #69**, summer 2005.
• Poeschl, Elizabeth – approved to teach Criminal Justice 6330, Criminal Procedures and Evidence (online), fall 2005.
• Pu, Yong – approved to teach Teaching 6530E, **Topic: A Window Into Asian Art: Chinese Calligraphy**, fall 2005.
• Rolfsmeyer, Marilyn – approved to teach Teaching 6530E, **Topic: Grandview Summer Arts Academy 2005**, beginning summer 2005 and expiring end of summer 2006.
• Ryser, Robyn – approved to teach Teaching 6530E, **Topic: Technology Teachers Can Use**, fall 2005.
• Schultz, Mary Panyard – approved to teach Teaching 6530E, **Topic: Using Popular Culture to Reinvigorate and Rediscover Your Educational Philosophy**, summer 2005.
• Sisco, Colette – approved to teach Teaching 6530E, **Topic: Educational Psychology**, summer 2005.
• Skofronick, Trisha – approved to teach Teaching 6150, **Assessing Students with Special Needs**, summer 2005.
• Sterba, Diane – approved to teach Teaching 6530E, **Topic: Acting, Directing & Writing for Stage and Screen 2005**, summer 2005.
• Thomas, Jacquelyn Higby – approved to teach Teaching 6530E, **Topic: Faculty Centered Guidance, Counseling, and Advising for Wisconsin Technical College Personnel**, summer 2005.
• Torkelson, Gwen – approved to teach Teaching 6530E, **Topic: Educational Evaluation #54**, beginning summer 2005 and expiring end of summer 2008.
• Vilacruz, Geraldo – approved to teach Teaching 6530E, **Topic: Guidance and Counseling #55**, beginning summer 2005 and expiring end of summer 2008.
• White, Barbara – approved to teach Teaching 6530E, **Topic: Assessment Strategies in the Writing Process**, beginning summer 2005 and expiring the end of summer 2008.
• Zickefoose, Summer – approved to teach Teaching 6530E, **Topic: Mixed Media Sculpture**, summer 2005.

3. Admission to candidacy listing – Linda Jamieson –

The following graduate students have been admitted to candidacy

Alcantara, Raul - Master of Science in Education
Arena, Wendy - Master of Science in Education
Badillo, Doreen - Master of Science in Education
Baker, Nicholas - Master of Science in Education
Bartman, Fred - Counselor Education
Beranke, James - Master of Science in Education
Bogacz, Candice - Counselor Education
Busch, Laura - Master of Science in Education
Campbell, Stacey - Master of Science in Education
Carter, Stephaney - Counselor Education
Cline, Mary - Counselor Education
Cline, Robin - Counselor Education
Crabtree, Debra - Counselor Education
Dahl, Nancy - Counselor Education
Davis, Sara - Counselor Education
Delzer, Mary - Master of Science in Education
Dornink, Jeffrey - Master of Science in Education
Edwards, Brenda - Master of Science in Education
Fager, Susan - Master of Science in Education
Gordon, Scott - Master of Science in Education
Heiar, Angela - Counselor Education
Heimerdinger, David - Industrial Technology Management
Humke, Meggan - Counselor Education
Innerst, Brad - Master of Science in Education
Kies, Nancy - Master of Science in Education
Leifker, Matthew - Counselor Education
Lemanczyk, Mary Ann - Master of Science in Education
Marcoe, Robert - Master of Science in Education
Marshall, Marques - Master of Science in Education
McLevige, Elizabeth - Master of Science in Education
McGuire, Susan - Master of Science in Education
Moe, Eric - Master of Science in Education
Moore, Peggy - Master of Science in Education
Nevarez-Larkin, Michelle - Master of Science in Education
Olson, Sarah - Counselor Education
Potterton, Jessica - Counselor Education
Roberts, Marcia - Master of Science in Education
Roth, Jonah - Counselor Education
Schindler, Matthew - Counselor Education
Schmidt, April - Master of Science in Education
Schmidt, Rachel - Counselor Education
Schroeder, Rachael - Master of Science in Education
Severance, Leah - Counselor Education
Sola, Marcia - Master of Science in Education
Soppe, Alicia - Counselor Education
Talarczyk, Jennifer - Master of Science in Education
Tranel, Amy - Counselor Education
Vang, Hue - Industrial Technology Management
Wasley, Brenda - Master of Science in Education
Weitkum, Mark - Master of Science in Education
White, Brian - Master of Science in Education
Wiegel, Hannah - Master of Science in Education
Wiegel, Melissa - Counselor Education
Wilson, Carolyn - Master of Science in Education
Woods, LaTonia - Master of Science in Education
Kimberly Tuescher made a motion to adjourn; seconded by Bill Haskins. Meeting was adjourned at 4:55 p.m.

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