Members Present -
PROGRAM AREAS:
  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)
  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
    Dr. Patricia Bromley – elected faculty (term expires end of 2007 summer session)
EX OFFICIO MEMBERS
  Dr. David Van Buren, Dean, the School of Graduate Studies

Visitors Present – Marian Maciej-Hiner

The Graduate Council met Thursday, October 20, 2005 in 320 Brigham Hall. Chair David Braun y Harycki opened the meeting at 3:30 p.m.

Minutes –

1. Election of Chair –

(From the September 22, 2005 Graduate Council minutes: “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.”)

   Item was brought back to the table on a motion by Kim Tuescher and seconded by Bill Haskins. Mark Meyers declined the nomination. Patricia Bromley accepted the nomination. Patricia Bromley was unanimously elected Chair for the 2005-2006 academic year.

2. Approval of the minutes from the September 22, 2005 meeting. These minutes are posted at the Graduate Council website - http://www.uwplatt.edu/registrar/grad_council/index.html.

   The September 22, 2005 minutes were approved as distributed on a motion by Bill Haskins and seconded by Susan Hansen.
3. Criminal Justice 7730, Evaluation and Program Analysis in the Criminal Justice System, will serve as an alternative core research requirement for students planning to complete Criminal Justice 7920, Seminar Paper Research, effective fall 2005 – Susan Hilal.

Susan Hilal was present to answer questions. This requested change will not affect students completing the thesis option. They will still be required to take research methods. Cheryl Banachowski requested a waiver of the second reading. Bill Haskins made a motion to waive the second reading and approve. Patricia Bromley seconded the motion. Motion passed.


(From the May 5, 2005 Graduate Council minutes: “New course – first reading – outline – MoE course - Simulation Modeling of Engineering Systems, - Donna Gavin. Donna Gavin 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 and the first semester of course offering will be spring 2006. Discussion ensued. Second reading for this course will be at the September 2005 meeting.”)

Moved to the February 2006 agenda.

5. For information only – title changes – effective spring 2006 –

- Teaching 6030 – title changed from Management of Students with Learning and Emotional Disabilities to Management of Children with Disabilities (CWD).

6. For information only – course number changes – effective spring 2006 –

- Civil Engineering 7100, Dynamics of Structures, 3 credits – course number changed to 7220.

7. For information only – course drop – effective fall 2006 –

- Civil Engineering 7160, Advanced Foundation Design, 3 credits


Items #8 and #9 were handled together. Mark Meyers presented and answered questions. Mark Meyers explained the background. This is a reworking of three courses into two courses – 7260 and 7270. Discussion ensued. Second reading for these courses will be at the November 2005 meeting.

10. New course – first reading – Psychology 7010, Assessment and Diagnosis of Psychopathology, 3 credits, effective fall 2005 – Patricia Bromley.

Patricia Bromley presented and answered questions. This has been offered under a topics number previously and they are now requesting approval for a new course. This course is a Master of Science in Education: Adult Education off campus offering.

Kimberly Tuescher suggested that under “Diagnosis/Test” there should be further elaboration on the seven diagnosis exercises.

Dom Barraclough pointed out that in the point breakdown it indicates that interview is 200 points but it is not explained in the syllabus what interview.

Second reading for this course will be at the November 2005 meeting.
11 Subcommittee Reports –

- Constitution and Bylaws – no report – preparing to disseminate to the Graduate Faculty.
- Strategic Plan – no report – being worked on.
- Differential Assignments for Graduate Students – David Braun y Harycki handed out a self-reporting online form suggestion. This would be used by instructors for entering differential assignment information and by the student to obtain information on the differential assignment. Dr. Braun y Harycki indicated that he forgot to add that a syllabus should be submitted. No one has spoken to OIT yet. Suggestions: 1) add semester offered and section number; 2) is “on-line” confusing; 3) nature boxes seem redundant – they are asked to describe in detail each assignment. Discussion ensued. Susan Hilal asked how they would be monitored. Dr. Braun y Harycki indicated this would be self-reporting without monitoring; maybe a “kind” reminder would be sent out. Discussion ensued. No action taken.

12. Steering Committee report on whether to establish a protocol to monitor the rigor and number of times a special topics class is offered – David Van Buren.

Dr. Van Buren indicated that the Steering Committee has not worked on this subject yet but he would still like a discussion of the matter. Marian Maciej-Hiner attended the meeting to answer questions.

Dr. Van Buren went over the procedures for processing non-graduate faculty approval forms. He explained that Continuing Education offerings are mostly topics. It has been the rule that a topic may be offered three times under a topic course number and then should be forwarded for approval as a regular course. Dr. Van Buren explained that in processing non-graduate faculty approval forms he looks at the instructor’s credentials and a quick glance at the courses.

Marian Maciej-Hiner explained that they usually offer topics in response to teacher interest/need. She handed out sheets explaining their guidelines for writing a syllabus for credit outreach courses. There are topics that are offered continuously – these are usually for a technical college. The topics are approved by the area department chair or director. Discussion ensued.

No action taken.

13. Other business.

None.

Items for information only –

1. Non-graduate Faculty approved by Dr. Van Buren to teach graduate courses –

- Benish, Steven G. – approved to teach Counselor Education courses beginning fall 2005 and expiring end of fall 2008.
- Bunte, Clyde – approved to teach Teaching 7130, Improving Instructional Effectiveness, fall 2005.
- Isaacson, Sue – approved to teach Teaching 7970, Supervision of Student Teachers, fall 2005.
- Melbard, Ryan – approved to teach Civil Engineering 7830, Optimization with Engineering Applications, spring 2006.
- Micech, Philip – approved to teach the following courses for the fall and spring semesters of the 2005-2006 academic year –
Meeting was adjourned at 4:47 p.m. on a motion by Susan Hansen and seconded by Kimberly Tuescher.

GRADUATE COUNCIL MEETING DATES 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.

GRADUATE COUNCIL MEMBERSHIP FOR 2005-2006
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) (Vice-Chair 2005-2006)

Criminal Justice
Cheryl Banachowski-Fuller – graduate program (Secretary 2005-2006)
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 Dick Klawiter) – graduate program
Yong Cho – elected faculty (term expires end of 2007 summer session)

Master of Science in Education
Alison Bunty – graduate program
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
Dr. Patricia Bromley – elected faculty (term expires end of 2007 summer session) (Chair 2005-2006)
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 – Associate Vice Chancellor for Information Services