The Graduate Council met Thursday, February 16, 2006 in 320 Brigham Hall.

Members Present -

PROGRAM AREAS:

Computer Science
Qi Yang – observer

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

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

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

Industrial Technology Management
Richard Klawiter – graduate program

Project Management
D. William Haskins – graduate program

EX OFFICIO MEMBERS
Dr. David Van Buren, Dean, the School of Graduate Studies

Visitors Present – Rob Hasker, Shane Drefcinski, Mike Sharkey, Jackie Novinskie.

Substitute Chair Lisa Riedle opened the meeting at 3:08 p.m.

Announcements –

1. Correction to the January 26, 2006 minutes – item #2 – Linda Jamieson –

- Item read: “New online course - effective fall 2006 - first reading - ENGRG (Engineering) 5000, "Technical Communication" - online course to be developed summer 2006 - Lisa Riedle.

  Lisa Riedle presented and answered questions. Kimberly Tuescher made a motion to approve the course description for inclusion in the 2006-2008 Graduate Catalog. Motion was seconded by Dominic Barraclough. Motion passed. Second reading for this course will be at the February 16, 2006 meeting.”

- Should have read: “New online course - effective fall 2006 - first reading - ENGRG (Engineering) 5000, "Technical Communication" - online course to be developed summer 2006 - Lisa Riedle.

  Lisa Riedle presented and answered questions. Kimberly Tuescher made a motion to approve the course description for inclusion in the 2006-2008 Graduate Catalog. Motion
status. The graduate student's term on the Graduate Council shall be for one year.

Elect a graduate faculty member from that program as a second representative.

Professional expertise and knowledge. Provisional members may serve on thesis, seminar paper, graduate project, or oral examination committees only when the committee also consists of at least one full member or associate member. Provisional membership will be reviewed annually and is intended to be temporary.

Instructional academic staff or individuals external to the UW-Platteville community who have at least a master's degree. Such persons may teach graduate level courses and advise graduate students. Associate members may serve on the Graduate Council.

Experience for UW-Platteville may also be granted associate membership upon recommendation from the graduate program to the Graduate Council. Instructional academic staff who have an appropriate terminal degree and at least three years of teaching experience for UW-Platteville may also be granted associate membership upon recommendation from the graduate program to the Graduate Council. Associate memberships will be reviewed by the Graduate Council every three years. Associate members may serve on graduate level courses and advise graduate students. Associate members may serve on the Graduate Council.

Provisional membership. Upon recommendation from a graduate program, provisional status may be granted to instructional academic staff or individuals external to the UW-Platteville community who have at least a master's degree. Such persons are expected to contribute to the university's graduate programs through specialized instruction, clinical supervision, or contribution of professional expertise and knowledge. Provisional members may serve on thesis, seminar paper, graduate project, or oral examination committees only when the committee also consists of at least one full member or associate member. Provisional membership will be reviewed annually and is intended to be temporary.

d. Exceptions may be granted with the approval of the Graduate Council upon recommendation by the Graduate Dean.

Section 2. Graduate Council Composition.
The Graduate Council is composed of the following representatives:

- Graduate programs which are enrolling students shall have two representatives on the Graduate Council.
- Graduate programs which have become inactive and are no longer enrolling students shall have one representative on the Council.
- Two at-large faculty representatives from the graduate faculty in other programs.
- One at-large graduate student representative.

The ex-officio, non-voting members of the Graduate Council are the following:

- The Graduate Dean;
- The Associate Vice Chancellor for Information Services or designee.

Section 3. Graduate Council Membership.

Each graduate program is represented by the program head. A graduate program which is currently enrolling students shall elect a graduate faculty member from that program as a second representative.

The graduate faculty elects the at-large faculty representatives.

The Graduate Council faculty representatives shall be elected in a “staggered” manner by the faculty in their respective graduate programs.

One at-large graduate student representative shall be elected by the graduate students who are currently admitted to graduate status. The graduate student’s term on the Graduate Council shall be for one year.

The term for faculty representatives shall be for two years. Terms shall expire in August and elections shall be held during the preceding spring semester. A faculty member may hold no more than two successive terms.

Minutes –

1. Approval of the minutes from the January 26, 2006 meeting. These minutes are posted at the Graduate Council website - http://www.uwplatt.edu/registrar/grad_council/index.html.

Amended minutes (see announcement #1 above) were approved on a motion by Kimberly Tuescher proxy and seconded by Dominic Barraclough.

2. New course – second reading – ENGRG (Engineering) [note: course was first submitted for approval as COMPUTER (Computer Science)] 7030, Simulation Modeling, 3 credits, effective fall 2006 – Donna Gavin.

(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.”)

Bill Haskins made a motion to approve which was seconded by Dick Klawiter. Motion passed and the course was approved.


ARTICLE IV

Section 1. Graduate Faculty Composition.
a. Full membership. All tenured faculty and tenure-track faculty with at least three years of experience on the UW-Platteville campus, who have an appropriate terminal degree with the academic rank of assistant professor or above, may be granted graduate faculty status upon recommendation from the graduate program to the Graduate Council. Once granted, full membership is maintained through teaching at the graduate level and/or overseeing graduate student activities or graduate programs. Full members of the Graduate Faculty may oversee the processes for assessing theses, seminar papers, graduate projects, and/or oral exams. Full members may teach graduate level courses and advise graduate students. Full members may serve on the Graduate Council.

b. Associate membership. Tenured or tenure-track faculty, who hold at least a master’s degree with the academic rank of assistant professor or above, may be granted graduate faculty status upon recommendation from the graduate program to the Graduate Council. Instructional academic staff who have an appropriate terminal degree and at least three years of teaching experience for UW-Platteville may also be granted associate membership upon recommendation from the graduate program to the Graduate Council. Associate memberships will be reviewed by the Graduate Council every three years. Associate members may serve on the Graduate Council.

c. Provisional membership. Upon recommendation from a graduate program, provisional status may be granted to instructional academic staff or individuals external to the UW-Platteville community who have at least a master's degree. Such persons are expected to contribute to the university's graduate programs through specialized instruction, clinical supervision, or contribution of professional expertise and knowledge. Provisional members may serve on thesis, seminar paper, graduate project, or oral examination committees only when the committee also consists of at least one full member or associate member. Provisional membership will be reviewed annually and is intended to be temporary.

d. Exceptions may be granted with the approval of the Graduate Council upon recommendation by the Graduate Dean.
Section 4. Substitute representatives.

If a representative is unable to attend a Graduate Council meeting, that representative may appoint a member of the graduate faculty to serve as proxy, with full voting privileges. Prior notice of this substitution shall be given to the graduate office.

A sentence change to Article IV, Section 1b, sentence 2 beginning with “Instructional academic staff…”, was agreed upon –

- WAS – “associate membership upon recommendation from the graduate program to the Graduate Council”
- NOW – “associate membership by the Graduate Council upon recommendation from the graduate program.”

Bill Haskins made a motion to approve the amendments to the Graduate Faculty Bylaws as printed in the agenda with (1) the additional sentence change and (2) the understanding that all current graduate faculty members who have Graduate Faculty status will be grandfathered in as full members. Motion was seconded by Dick Klawiter. Motion approved unanimously.

4. New online course - effective fall 2006 – second reading – PROJ MGMT (Project Management) 7070, Managing Multiple Projects – online course to be developed summer 2006 - Bill Haskins or Susan Hansen.

Bill Haskins was present to answer questions. Course was approved on a motion by Dominic Barracough and seconded by Dick Klawiter.


Bill Haskins was present to answer questions. Motion to approve as a three credit course with a prerequisite of a graduate research methods course was made by Mark Meyers and seconded by Dominic Barracough. Motion passed and course was approved.


Rob Hasker was present to answer questions. He handed out a revised proposal for authorization to implement. Discussion ensued. Bill Haskins made a motion to approve which was seconded by Dick Klawiter. Motion passed.

7. Course number and name change – COUNSLED (Counselor Education) 6130, Students at Risk changed to COUNSLED (Counselor Education) 7130, At Risk Youth – effective fall 2006 – Kimberly Tuescher.

This was a first reading and Dominic Barracough was present to answer questions. Discussion ensued. It was decided that Kimberly Tuescher would bring a revised syllabus to the next meeting. Second reading for this course will be at the March 23, 2006 Graduate Council meeting.

8. Concern regarding the proposed course, ENGRG (Engineering) 5000, Technical Communication – B.J. Reed.

There was a motion to table this item until the March 23, 2006 Graduate Council meeting. Motion was made by Susan Hilal and seconded by Dominic Barracough. Motion passed.


(from the September 2005 minutes – “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
Mike Sharkey and Shane Drefcinski were present to answer questions. Discussion ensued. Kimberly Tuescher made a motion to approve, seconded by Bill Haskins. Course was approved.

10. Other business.

Challenge on a grade for a graduate student – David Van Buren. David Van Buren indicated that for the undergraduate students there is a process to be followed; however there is not one for the graduate students. Discussion ensued. It was wondered if the undergraduate process (the Admission and Academic Appeals Committee) should be adopted for graduate students. Should Rich Egley be involved in this process? There was some discussion regarding having the graduate steering committee serve in this capacity. Since the steering committee operates as a de facto body in advising the dean, some questioned whether this would be appropriate. No action was taken, but it was suggested that the Admission and Academic Appeal Committee be used for now—with a recommendation that one of the instructors or coordinators of an online program be included if there is a complaint coming from a graduate student in an online program.

Items for information only –


2. COMPUTER (Computer Science) 6130, Real-Time Embedded Systems Programming, 3 credits – effective fall 2006 – prerequisite changed from:
   - COMPUTER 2630 and ELECTENG 3760
   to
   - COMPUTER/SOFTWARE 2630 and COMPUTER/SOFTWARE 3430 and ELECTENG 3780

3. PROJMGT (Project Management) 7990, Thesis Research, 3-6 credits, effective spring 2006 – course description added to the computer system from the 2006-2008 Graduate Catalog submission –

   “Completion and defense of a carefully delineated scholarly work advancing an original point of view as a result of research. The topic chosen must reflect the student’s area of emphasis, if any, and must be approved by a thesis committee. P: PROJMGT 7010, PROJMGT 7020, BUSADMIN 7540, COMM 7330. If selected, this catalog course replaces the required core course PROJMGT 7840 Project Management Capstone. (Contact advisor for prior approval and registration instructions.)”

4. Non-graduate faculty approved by Dean Van Buren to teach graduate courses –
   - Curtis, Sue – approved to teach Teaching 6530E, Topic: Helping Children & Adolescents with Grief and Loss, summer 2006.
   - Philip, Sandra – approved to teach Teaching 6530E, Topic: Educational Diversity #69, summer 2006.
   - Schley, Nancy – approved to teach Teaching 6530E, Topic: Curriculum and Course Construction #50, beginning spring 2006 and expiring end of spring 2009.
   - Sisco, Colette – approved to teach Teaching 6530E, Topic: Educational Psychology #53, spring 2006.
5. COUNSELED (Counselor Education) 7130, At Risk Youth, to be added as an elective to the Master of Science in Criminal Justice Degree as part of the victim and offender service emphasis effective fall 2006.

Meeting was adjourned at 4:22 p.m.

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)

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 Dick Klawiter) – graduate program
Young Cho – elected faculty (term expires end of 2007 summer session)

Master of Science in Education
Alison Bunte – 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)
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