The Graduate Council met Thursday, April 19, 2007 in 320 Brigham Hall.

PROGRAM AREAS:

Counselor Education
  Dominic Barraclough – graduate program

Criminal Justice
  Cheryl Banachowski-Fuller – graduate program
  Susan Hilal – elected faculty (term expires end of 2008 summer session)

Engineering
  Barb Barnet for Mark Meyers – elected faculty (term expires end of 2008 summer session)

Master of Science in Education
  Michael Anderson – graduate program
  Alison Bunte – elected faculty (term expires end of 2008 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)
  Barbara Barnet – elected faculty (term expires end of 2008 summer session)

Graduate Student Representative
  Ken Wiegman – elected graduate student (term expires end of 2007 summer session)

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

Visitors Present – Heather Riley, Edina Haslauer, Marian Maciej-Hiner, Melissa Gavin.

Chair Dominic Barraclough opened the meeting at 3:05 p.m.

Announcements –

1. Susan Hansen has been elected to represent the Project Management program on the Graduate Council – her term will run from fall 2007 until end of summer 2009.

Minutes –

1. Approval of the minutes from the March 22, 2007 meeting.

   Minutes were unanimously approved on a motion by Patricia Bromley and seconded by Bill Haskins.

2. New course – second reading – PHYSED (Physical Education) 5040, Adapted Aquatics, 2 credits, effective spring 2008 – Heather Riley.

   Catalog description – Students are provided the opportunity to work with children/adults with disabilities in the area of aquatics. Activities will include: development and implementation of individualized aquatics programming, development
of individualized education program (IEP) paperwork related to aquatics, individual or small group instruction, exposure to aquatics equipment and usage, assessment implementation, and self and instructor evaluation of teaching methods.

(From the March 22, 2007 minutes: “Michael Anderson and Alison Bunte were present to answer questions. There is an undergraduate adaptive physical education emphasis. School of Education has been getting requests to provide an adaptive aquatics course at the graduate level. Second reading for this course will be at the April 19, 2007 Graduate Council meeting.”)

Heather Riley was present to answer questions. Course was approved unanimously on a motion by Patricia Bromley and seconded by Michael Anderson.


- **TEACHING 6350**, Immersion Field Experience in Cultural Diversity, (note title change), 3 credits, effective spring 2008.
  - **Course description** - This course provides the opportunity for students to gain in-depth first-hand knowledge of the cultural background of English language learners. Particular attention will be given to techniques that encourage and secure parental involvement. Positive effects of special programs for ELLs will also be emphasized in this course.

- **TEACHING 6380**, Intercultural Communication for Teachers of English Language Learners, 2 credits, effective summer 2008.
  - **Course description** - In this course, we will examine the impact that culture has on verbal and non-verbal communication. Participants will consider the nature of cultural patterns. They will learn to better interpret the behaviors they observe in their classrooms and in the public schools in general. The overall goal of the course is for participants to become competent in their intercultural interactions with students, parents, and colleagues in the K-12 setting.

(From the March 22, 2007 minutes: “Susan Alborn-Yilek, Michael Anderson and Edina Haslauer presented the courses and answered questions. Susan handed out a sheet showing a synopsis of the key parts of the certification program. They are targeting practicing teachers in need of an ESL license. It is a 24 credit program – 18 credits on campus and 6 credits of transfer. The transfer credits would be in such areas as foreign language, international travel, and/or teaching/reading strategies. Susan went over the courses and the schedule of offering. She explained the two week institute that will be offered during summer 2007. Students must successfully complete:

- All courses
- Competency portfolio
- Praxis II ESL content exam
- Professional development plan utilizing the format required by the Wisconsin Department of Public Instruction (WDPI)

Susan went on to explain that the courses are primarily offered as graduate courses; however, they may be taken on the undergraduate level. Offering them on the undergraduate level also is to accommodate teachers who can no longer benefit on their district’s salary schedule by completing graduate courses.

Edina Haslauer explained the background development and need for each course.

Rob Hasker asked is course 6350 meets the DPI’s need regarding immersion. Edina answered that the course does meet the need and has been approved by the DPI. Discussion ensued. One of the subjects was the course title – Immersion Experience – and whether that was an accurate title. The School of Education was asked to consider a change of title to Immersive ELL Experience or something other than Immersion Experience.

Susan Hilal brought up a concern – six graduate credits is a lot to be covered in a two week period during the summer. Discussion ensued. It was suggested that the School of Education might considered adding online participation either before the two week period or after the two week period. After more discussion Michael Anderson remarked that it could be a possibility and would be explored further.

Second reading for these courses will be at the April 19, 2007 Graduate Council meeting.”)

Edina Haslauer and Michael Anderson were present to answer questions. They went over the courses and the title change. **TEACHING 6350 was approved** unanimously on a motion by Michael Anderson and seconded by Susan Hansen. **TEACHING 6380 was approved** unanimously on a motion by Michael Anderson and seconded by Susan Hilal.
4. Assessment of MSE/Adult Education—Patricia Bromley.

Patricia Bromley handed out a document and then went through the assessment document explaining the mission, student learning outcomes and assessment plan for the Master of Science in Education: Adult Education program. She and Michael Anderson then explained the action/changes taken as a result of assessments. Discussion ensued. No action was needed and none was taken.

5. Request for Admission to the Graduate Faculty – provisional membership –

The subcommittee (Dominic Barraclough, Barb Barnet and David Van Buren) met at 2:30 p.m. to review the request for admission to the Graduate Faculty with provisional membership.

  - TEACHING (Teaching) 7550, The Adult Learner
  - TEACHING (Teaching) 7050, Public Relations in the School and Community

  Richard Rogers has been teaching as an academic staff instructor for more than 3 years and it was suggested that he be approved for an associate membership to the Graduate Faculty. Michael Anderson made a motion to approve Richard Rogers for associate membership to the Graduate Faculty. Motion was seconded by Cheryl Banachowski-Fuller. **Motion passed unanimously.**

  - TEACHING (Teaching) 6530E, Current Topics in Education: Information Technology Conference-Implementing Technology

  There was a question about the class – there are only 8 contact hours for a one credits course and there should be 15 contact hours. Marian Maciej-Hiner explained that they typically meet a second time – usually for another seven hours. Students attend the conference and then they set up another day to meet. Marian requested to withdraw this item since the conference has been canceled. **Item was withdrawn.**

- **Dave Petrowitz** – School of Education (Continuing Education) – beginning summer 2007 and expiring end of spring 2008.
  - TEACHING (Teaching) 6530E, Current Topics in Education: Sportsology 101

  It was unclear on the resume what his degree was in – Marian answered that he had received a Master of Science in Administration. Discussion was held regarding the course and its contents. Dave Petrowitz was unanimously **approved** on a motion by Michael Anderson and seconded by Patricia Bromley.

The **requests listed below were approved** on a motion by Barb Barnet and seconded by Alison Bunte.

- **Paula Baumann** – School of Education (on campus) – beginning fall 2007 and expiring end of summer 2008.
  - TEACHING (Teaching) 6030, Management for Children with Disabilities (CWD)

  - TEACHING (Teaching) 6530, Current Topics in Education: Mentoring
  - TEACHING (Teaching) 6530, Current Topics in Education: Writing Constructed Responses in Mathematics

• Jacqueline Iribarren – School of Education (on campus) – beginning summer 2007 and expiring end of spring 2008.
  o TEACHING (Teaching) 6290, Methods and Assessment in Teaching English Language Learners.
• Elizabeth Poeschl – Criminal Justice (online) – beginning fall 2007 and expiring end of summer 2008.
  o CRIMLJUST (Criminal Justice) 6330, Criminal Procedure and Evidence.
  o PROJMGT (Project Management) 7010, Project Management Techniques I
  o PROJMGT (Project Management) 7020, Project Management Techniques II
  o PROJMGT (Project Management) 7040, Interpersonal Skills for Virtual and Co-Located Project Teams
  o PROJMGT (Project Management) 7060, Advanced Tools and Techniques for Project Management
  o PROJMGT (Project Management) 7070, Managing Multiple Projects
  o PROJMGT (Project Management) 7080, Project Scope Management
  o TEACHING (Teaching) 6530E, Current Topics in Education: Teaching Methods (WTCS Requirement #52)
• Dedra Tentis – Criminal Justice (online) – beginning summer 2007 and expiring end of spring 2008.
  o CRIMLJUST (Criminal Justice) 7130, Criminal Justice Research and Statistical Methods.

Discussion was held on continuing use of a subcommittee to review requests for admission to the Graduate Faculty prior to the Graduate Council meeting. It was decided that a subcommittee would meet at 2:00 p.m. May 10, 2007 in 320 Brigham Hall. Any of the members wishing to participate in the subcommittee are invited to do so.

6. Realignment of MS Project Management curriculum: Responding to evolution of the discipline and the needs of the program’s students, the steering committee has approved a reorganized curriculum. It provides additional flexibility in developing course schedules while retaining its traditional focus on business skills. Additionally, it recognizes certain common skill and knowledge deficits among the program’s students and addresses them accordingly – Bill Haskins.

Bill Haskins discussed the need to update the Project Management program and curriculum. He summarized the proposed curriculum changes. The core courses have been expanded and elective choices have also been expanded. Bill Haskins had proposed using Project Management 7940 (Special Topics) as a shell for a methodology/research course. It was pointed out that a topic could only be run three times under a topics number and then would have to be approved as a new course. Discussion ensued.

Susan Hilal asked if the currently admitted students would be given a choice of either the current curriculum setup or the proposed changed curriculum setup. Bill Haskins responded that there would be a “window of opportunity” to choose either and then it would be locked into the new. David Van Buren suggested the change be made time effective – those admitted after a certain date would come under the new curriculum.

Cheryl Banachowski-Fuller commented that the electives could all lean toward one area of concentration. For example: communication. She suggested putting emphasis requirements in for different areas. Discussion ensued.
Patricia Bromley asked why six credits of thesis. Bill Haskins replied that actually the thesis would be for three credits and the other three credits would be for a methodology/research course. Dominic Barraclough inquired as to the number of credits required for graduation. Bill Haskins answered that it would be a range of 30-36 credits. Dominic also suggested that requiring a writing sample for admission would send a strong message up front about the importance of writing skills in the program. Susan Hilal suggested that the first Project Management course could contain a heavy writing emphasis.

Second reading will be at the May 10, 2007 Graduate Council meeting.

7. Student representative fall 2007-summer 2008 – candidates from the program areas – David Van Buren.

David Van Buren discussed the need for establishing a voting process for the student representative. For now he asked that the members try to find interested candidates and bring them back for nomination. Discussion ensued. Bill Haskins nominated Melissa Gavin (who was present at the meeting). It was decided that nominations would be closed at the May meeting and a vote would be taken at that time.

8. Other business

Dominic Barraclough remarked that they are also looking for a student representative for the Student Senate. If anyone knows of a student interested in serving, please let him know.

Meeting was adjourned at 4:22 p.m. on a motion by Bill Haskins and seconded by Ken Wiegman.

For Information Only –

Graduate Council Meeting Dates 2006-2007
September 21, 2006
October 19, 2006
November 16, 2006
December 14, 2006
January 25, 2007
February 15, 2007
March 22, 2007
April 19, 2007
May 10, 2007
Note –meetings will be held 3:00 p.m. – 4:30 p.m. in 320 Brigham Hall.

Graduate Council Membership for 2006-2007
Agricultural Industries
Mark Zidon – graduate program
Computer Science
Rob Hasker – graduate program
Qi Yang – elected faculty (term expires end of 2008 summer session)
Counselor Education
Dominic Barraclough – graduate program – CHAIR 2006-2007
Steven Benish – elected faculty (term expires end of 2008 summer session)
Criminal Justice
Cheryl Banachowski-Fuller – graduate program VICE CHAIR 2006-2007
Susan Hilal – elected faculty (term expires end of 2008 summer session) SECRETARY 2006-2007
Engineering
Lisa Riedle – graduate program
Mark Meyers – elected faculty (term expires end of 2008 summer session)
Industrial Technology Management
Colleen Kaiser (representing Richard Klawiter) – graduate program
Master of Science in Education
Michael Anderson – graduate program
Alison Bunte - elected faculty (term expires end of 2008 summer session)

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

At-Large Representatives
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EX OFFICIO MEMBERS
David Van Buren, Dean, the School of Graduate Studies
John Krogman - Associate Vice Chancellor for Information Services