The Graduate Council met Thursday, May 10, 2007 in 320 Brigham Hall.

PROGRAM AREAS:

Counselor Education
- Dominic Barraclough – graduate program
- Steven Benish – elected faculty (term expires end of 2008 summer session)

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

Engineering
- Lisa Riedle – graduate program
- Mark Meyers (voting representation by Barb Barnet) – 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 – Marian Maciej-Hiner, Rick Morgan.

Chair Dominic Barraclough opened the meeting at 3:00 p.m.

Announcements –

1. Reminder – the Admission to Graduate Faculty Subcommittee will be meeting Thursday, May 10, 2007 in 320 Brigham Hall, 2:00 p.m. – 3:00 p.m. – all members of the Graduate Council are invited to participate. (NOTE: Dominic Barraclough will not be able to attend this meeting due to a prior commitment. A chair for the subcommittee meeting is needed.)

2. Patricia Bromley was elected as the at-large representative to the Graduate Council. Her term will run fall 2007 through summer 2009.

3. 2007-2008 meeting dates –
   Graduate Council will meet 3:00 p.m. – 5:00 p.m. in 320 Brigham Hall:
   September 20, 2007
October 18, 2007
November 15, 2007
December 13, 2007

Graduate Council will meet 3:00 p.m. – 5:00 p.m. (but at this time the room is TBA):
January 24, 2008
February 21, 2008
March 13, 2008
April 17, 2008
May 8, 2008

Request for Admission to Graduate Faculty Subcommittee will meet 2:00 p.m. – 3:00 p.m. in
320 Brigham Hall:
September 20, 2007
October 18, 2007
November 15, 2007
December 13, 2007

Request for Admission to Graduate Faculty Subcommittee will meet 2:00 p.m. – 3:00 p.m. (but
at this time the room is TBA):
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May 8, 2008

Minutes –

1. Approval of the minutes from the April 19, 2007 meeting.
   The minutes were unanimously approved on a motion by Bill Haskins and seconded by
   Michael Anderson.

   At this point the agenda was rearranged with approval of the council members.

3. New course – final reading – Project Management 7080, Project Scope Management, 3
   credits – effective fall 2007 – Bill Haskins.

   (from the October 19, 2006 minutes: “Lisa Riedle presented the course and indicated that she would take any
   questions/concerns back to Bill Haskins for his response. Discussion ensued. Some of the concerns were: 1) a
   curriculum map; 2) breakout of topics covered; 3) more specifics on grading; 4) who is going to teach the course? Is it
   feasible to have Ginger Levin teach another course with her work-load? More discussion. David Van Buren informed
   them that there is a feasibility study in process regarding whether to offer the Project Management program in China. Dr.
   Van Buren will be going to China in November regarding this study. Second reading for this course will be at the
   November meeting.”) (From the November 16, 2006 meeting minutes: “Bill Haskins went over the concerns and
   questions posed at the previous meeting. This will be an elective course and a grading rubric is included. It
   was pointed out that this course focuses directly on one of the nine areas comprising the Project Management
   Body of Knowledge. It was mentioned that Dr. Levin is developing the course but will not be teaching it. Bill
   Haskins passed out two handouts with further information regarding the subject of scope management.
   Discussion ensued. Michael Anderson made a motion to approve the development of Project Management
   7080, seconded by Susan Hansen. The motion passed unanimously. After the course has been developed, it
   will again be brought before the Graduate Council for final approval.”)

   Bill Haskins was present to answer questions. He indicated that the course is about 2/3 developed. It
   is planned for a first offering during fall 2007. Course was approved on a motion by Michael Anderson and
   seconded by Lisa Riedle.
4. Second reading - 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.

(From the April 19, 2007 Graduate Council minutes: “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.”)

Bill Haskins was present to answer questions. He went over the changes since the last submission. Discussion ensued. It was suggested that the thesis should be 3-6 credits to be consistent with the majority of graduate programs (3 credits for data collection and 3 credits to write the thesis). It was the general consensus that the suggestion should be incorporated into a motion to approve. Approved as amended on a motion by Lisa Riedle and seconded by Cheryl Banachowski-Fuller.

6. Request for admission to the Graduate Faculty with provisional membership –

The subcommittee met and the following were submitted for approval:

  - PROJMG (Project Management) 7010, Project Management Techniques I.
  - PROJMG (Project Management) 7020, Project Management Techniques II.
  - PROJMG (Project Management) 7030, Project Risk Management.

  - ENRG (Engineering) 7820, Quality Engineering and Management.
  - ENRG (Engineering) 7850, Taguchi Method of Designing Experiments.

  - PROJMG (Project Management) 7010, Project Management Techniques I.
  - PROJMG (Project Management) 7020, Project Management Techniques II.
  - PROJMG (Project Management) 7040, Interpersonal Skills for Virtual and Co-Located Project Teams.

- TEACHING (Teaching) 6530E, Current Topics in Education: Introduction to Korean Culture and Society.
    - TEACHING (Teaching) 6530E, Current Topics in Education: Communing in Clay.
    - TEACHING (Teaching) 6530E, Wild About Birds.
    - ENGRG (Engineering) 5000, Engineering Communications.
    - ENGRG (Engineering) 7840, Systems Engineering Management.
    - ENGRG (Engineering) 7810, Advanced Production and Operations Analysis.
    - ENGRG (Engineering) 7070, Optimization with Engineering Applications.
    - ENGRG (Engineering) 7510, Design of Experiments.
    - ENGRG (Engineering) 7310, Control Systems Engineering.
    - ENGRG (Engineering) 7320, Modern Control Systems.
    - ENGRG (Engineering) 7340, Digital Control Systems.
    - ENGRG (Engineering) 7520, Design for Manufacturability.
    - ENGRG (Engineering) 7830, Advanced Cost and Value Analysis.
    - PROJMGT (Project Management) 7010, Project Management Techniques I.
    - PROJMGT (Project Management) 7020, Project Management Techniques II.
  - **Mark Sethne** – School of Education (on campus) – beginning summer 2007 and expiring end of spring 2008.
    - TEACHING (Teaching) 6530, Current Topics in Education: Geography of Wisconsin.
    - TEACHING (Teaching) 6530E, Current Topics in Education: African Camp for Teachers 2007 – Shake Rag Alley.
    - TEACHING (Teaching) 6530E, Current Topics in Education: Spanish Camp for Teachers 2007 – Shake Rag Alley.
    - TEACHING (Teaching) 6530E, Current Topics in Education: Nature Arts Class for Teachers 2007 – Shake Rag Alley.
    - TEACHING (Teaching) 6530E, Current Topics in Education: Expressive Arts Camp for Teachers 2007 – Shake Rag Alley.
    - TEACHING (Teaching) 6530E, Current Topics in Education: Stage & Screen Workshop 2007 – Shake Rag Alley.
- **TEACHING (Teaching) 6530E, Current Topics in Education: Guidance and Counseling.**

    - PROJMGT (Project Management) 7010, *Project Management Techniques I.*
    - PROJMGT (Project Management) 7020, *Project Management Techniques II.*

    - TEACHING (Teaching) 6530E, *Current Topics in Education: Accelerated Learning – Teaching Methods #52.*

  The above were **approved** as a group on a motion by Barb Barnet and seconded by Bill Haskins.

  - HISTORY (History) 6230E, *Issues in History: A Soldier’s Life During the Civil War.*
  - TEACHING (Teaching) 6530E, *Current Topics in Education: Teaching/Learning Styles and Temperament: Real Colors for Teachers.*

Discussion was held regarding his background and qualifications to teach a history course. Rick Morgan was present to answer questions. He has taken 25-30 credits in history. Rick Morgan was **approved** on a motion by Susan Hilal and seconded by Lisa Riedle.

- **Carol Normand** – School of Education (continuing education) – beginning summer 2007 and expiring end of spring 2008.

Discussion was held. Carol was **approved** unanimously on a motion by Lisa Riedle and seconded by Barb Barnet.

- **Michael Parks** – School of Education (continuing education) – beginning summer 2007 and expiring end of spring 2008.

Discussion was held regarding his background and qualifications to teach a history course. He has a master’s in speech pathology. It was decided that this should be reviewed by faculty in the History Department. Michael was **approved**, contingent upon History Department approval, on a motion by Lisa Riedle and seconded by Cheryl Banachowski-Fuller.

  - TEACHING (Teaching) 6530E, *Current Topics in Education: Designing a Dynamic World Language Program: Principles of Learning, Teaching or Developing Programs for a Second Language.*

Discussion was held regarding her background and qualifications to teach this course. She has a master’s degree in speech-language pathology. It was decided that this should be reviewed by faculty in the School of Education. Lisa was **approved**, contingent on the School of Education review, on a motion by Bill Haskins and seconded by Cheryl Banachowski-Fuller.
2. Assessment of Master of Science in Engineering--Lisa Riedle.

Lisa Riedle presented. She went through the program mission, objective, and steering committee. Provided statistics on enrollment, matriculated students and graduated students. She went over learning outcomes and assessments. Lisa also mentioned the program strengths and challenges. Lisa then outlined their future plans. This item was for information only; thus no action was taken.


(From the February 2007 meeting minutes: “4. Announcements – 1. Alison Bunte made a motion that two items be table until a future meeting: Item #4 (Six new core courses for the Master of Science in Education program – second readings – effective fall 2007 – Alison Bunte. TEACHING (Teaching) 7290, Portfolio Competency Review of M.S.E., 3 credits.) Motion passed.

4. Six new core courses for the Master of Science in Education program – second readings – effective fall 2007 – Alison Bunte. NOTE: THIS SUB-ITEM WAS TABLED UNTIL A FUTURE MEETING AND WAS NOT WORKED ON AT THIS MEETING. TEACHING (Teaching) 7290, Portfolio Competency Review of M.S.E., 3 credits. This course serves as a capstone for graduate students developing a portfolio in the MSE program. The student is expected to develop an electronic portfolio to demonstrate mastery of the competencies associated with the program. The graduate student should expect the folio to be defended in a mode that is similar to a thesis defense. (Students should consult with the specific program that is being completed for details.) Note. Students working on the Wisconsin Master Educator License may use this course to develop that required portfolio for WI DPI.”)

Course description: This course serves as a capstone experience for graduate students in the M.S.E. program. The purpose of the course is to guide and consult with students to help them as they apply the outcomes of their graduate program to practice. Students meet in a symposium setting to develop and share final products and the plan for the seminar paper, educational project or thesis.

Dr. Alison Bunte was present to answer questions. She handed out an updated course syllabus. Dr. Bunte indicated that the course has been totally rebuilt. She went through the new syllabus and indicated that the plans are to offer the course during summer 2009. Lisa Riedle, seconded by Patricia Bromley, made a motion to approve. Discussion ensued. Patricia Bromley suggested that the reading list should include other readings as chosen by the student according to their interest.

Susan Hilal asked – not research but critical thinking? The answer was yes.

Susan Hansen noted that the course was a symposium and that the contact hours should be mentioned.

David Van Buren asked if the council would like this course back for final approval in the fall and the consensus was yes.

Ken Wiegman, seconded by Barb Barnet, made a motion to table this item. Motion passed unanimously. Item was tabled.

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

[From the April 19, 2007 Graduate Council meeting minutes: “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.”]

Bill Haskins nominated Bethany Gordy.

Alison Bunte, seconded by Patricia Bromley, moved to close nominations. Motion passed.

There were two nominated students –

Melissa Gavin
Bethany Gordy
A show of hands vote was taken and Melissa Gavin was elected as the graduate student representative for the 2007-2008 school year.

8. **Other business**

Dominic Barraclough thanked Ken Wiegman and Susan Hilal for their work on the Graduate Council. Both will be missed.

David Van Buren thanked Dominic Barraclough for his work as Chair of the Graduate Council for the 2006-2007 school year.

Meeting was adjourned at 4:40 p.m. on a motion by Ken Wiegman and seconded by Patricia Bromley.

**For Information Only –**

**1. Admission to candidacy listing – Linda Jamieson –**

<table>
<thead>
<tr>
<th>NAME</th>
<th>PROGRAM</th>
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<tbody>
<tr>
<td>Kara Bader</td>
<td>Counselor Education</td>
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<td>Sateash Berge</td>
<td>Counselor Education</td>
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<td>Bert Christensen</td>
<td>Adult Education</td>
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<td>Michael Harmon</td>
<td>Secondary Education</td>
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<td>Maqggie Kartman</td>
<td>Elementary Education</td>
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<td>Donna Lasiowski</td>
<td>Middle School Education</td>
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<td>Sarah Leute</td>
<td>Counselor Education</td>
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<td>Marcia RoumBrue</td>
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<td>Ashley Shannon</td>
<td>Counselor Education</td>
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<td>Renee Tremble</td>
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<td>Julie Weires</td>
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**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
   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
   David Van Buren, Dean, the School of Graduate Studies
   John Krogman – Associate Vice Chancellor for Information Services