The Graduate Council met Thursday, October 20, 2011 in 2007 Ullsvik Hall.

Members Present:
PROGRAM AREAS:
Computer Science
   Rob Hasker – graduate program
   Mike Rowe – elected faculty (term expires end of 2012 summer session)
Counselor Education
   Kimberly Tuescher – graduate program
   Jovan Hernandez – elected faculty (term expires end of 2012 summer session)
Criminal Justice
   Cheryl Banachowski-Fuller – graduate program
Master of Science in Education
   William McBeth for Karen Stinson – graduate program
   Scott Ringgenberg– elected faculty (term expires end of 2012 summer session)
Project Management
   D. William Haskins – graduate program
   Scott Wright– elected faculty (term expires end of 2013 summer session)
At-Large Representatives
   Patricia Bromley – elected faculty (term expires end of 2012 summer session)
Graduate Student Representative
   Christopher Hanegraaf– elected graduate student (term expires end of 2012 summer session)

Visitors Present – Jon Aleckson (by phone), Elizabeth Swift, Susan Hansen and David Heimerdinger.

2011-2012 Chair Scott Ringgenberg opened the meeting at 3:02 p.m.

Announcements –

1. Christopher Hanegraaf has been elected as the graduate student representative to the Graduate Council. His term will run fall 2011 through summer 2012.

2. 2012-2014 Graduate Catalog proposed schedule for preparation –
   December 5, 2011 – the School of Graduate Studies Office sends sections out to various areas for update.
   (NOTE: fall 2011 semester ends December 23, 2011)
   February 17, 2012 – updated sections due back in the School of Graduate Studies Office.
   (NOTE: spring 2012 semester begins January 23, 2012)
   March 30, 2012 – the School of Graduate Studies Office sends first draft of the catalog to Publications.
   April 30, 2012 – Publications sends final product to the printer.
   (NOTE: spring 2012 semester ends May 18, 2012)

Minutes –
There was a request to move item #8 on the agenda to after item #1. Approved.
1. Approval of the minutes from the September 22, 2011 meeting.
   The minutes were approved as distributed on a motion by Patricia Bromley and seconded by Jovan Hernandez.

8. Course title changes and updated syllabi – second readings –
   - Counselor Education 7150, Community Counseling, 3 credits, title changing to **Capstone Course in Mental Health Counseling** – effective spring 2012 – Kimberly Tuescher.
     Catalog description from the course change form submitted: An orientation to the counseling professions especially with an emphasis on mental health counseling: organizations, administration, accountability systems, types of services, and training requirements will be studied. The mental health counseling track prepares license eligible graduates in professional counseling, and the department is an Approved Program by the Licensed Professional Counselor Section of the Marriage and Family Therapy, Professional Counseling, and Social Work Examining Board of the State of Wisconsin. P: core courses in the program.
   - Counselor Education 7350, Practicum I in Community Counseling, 3 credits, title changing to **Practicum I in Clinical Mental Health Counseling** – effective spring 2012 – Kimberly Tuescher.
     Course description from the submitted syllabus: The course aims to address observational and learning needs of counselors-in-training, promoting students' professional identity and preparation for counseling as a career. Practicum I in Mental Health Counseling is designed for observation of counseling related activities that are new to the student. Practicum I is intended to occur in a variety of counseling settings. Students take the course for 3 credits and complete 150 hours of observation. P: core courses in the program.
   - Counselor Education 7360, Practicum II in Community Counseling, 3-6 credits, title changing to **Practicum II Internship in Mental Health Counseling** – effective spring 2012 – Kimberly Tuescher.
     Course description compiled from the submitted syllabus: This course provides advanced graduate students with substantial experiences providing clinical psychotherapy and counseling techniques, participation in group supervision, case conceptualization development and presentation, ethical decision making in mental health counseling and/or relate placements, and other important aspects of the field. The objective is met through emergent personal and professional counselor development, ethical and legal awareness and practice, use of clinical supervision. P: core courses in the program.

   From the minutes of the September 22, 2011 meeting: “Kimberly Tuescher explained that changing the track name from “Community Counseling” to “Mental Health Counseling” caused the need for changing titles of three courses involved in Mental Health Counseling. David Van Buren asked why for Counselor Education 7150 the word “Capstone” was added. Kimberly Tuescher indicated that was a suggestion of the track coordinator, Steve Benish. Kimberly Tuescher will consult with Steve Benish and bring back to the next meeting the reasoning for the addition of “Capstone” in the title. Second reading for these three title changes will be at the October 20, 2011 Graduate Council meeting.”

   Kimberly Tuescher was present to answer questions. Kimberly Tuescher responded to the request for more information on the placement of the word “Capstone” in the proposed new course title for COUNSLED (Counselor Education) 7150. She had contacted Dr. Steve Benish and he indicated that the word “Capstone” could be removed from the title. All three course title changes were approved, with noted title change for 7150 to “Mental Health Counseling”, on a motion by Cheryl Banachowski-Fuller and seconded by Patricia Bromley.

2. Counselor Education master’s program name change – effective spring 2012 – master’s program name being changed from Counselor Education to Counseling Psychology – Kimberly Tuescher.
   From the submitted change form: The program title “Counselor Education”, has been effective for the entire 45 year history of the program. The title “Counseling Psychology” is consistent with the
current training practices of the profession across the country. Further, it defines the emphasis of our training program with more accuracy. The professors of the current program were all trained in Ph.D. Counseling Psychology programs.

Graduate students effective spring 2012 would be admitted into the M.S.E.: Counseling Psychology program.

Graduate students graduating effective spring 2012 would be graduating with a Master of Science in Education degree in Counseling Psychology.

Kimberly Tuescher indicated that David Van Buren had checked with the Psychology Department and they have no problem with the proposed name change. Kimberly Tuescher went over the need for the change and spoke on the change in training focus through the years.

Cheryl Banachowski-Fuller inquired about the need for UW System approval. Kimberly Tuescher indicated that the request would be put before the Academic Planning Council, the Graduate Council and then sent to the provost. The provost would communicate the change to UW System.

Discussion ensued. The second reading for this change will be at the November 2011 Graduate Council meeting.

NOTE: it was decided to handle items #3 and #4 simultaneously.


    New course justification from the permission to develop form: This course will be part of the core requirements for those students completing the Master’s of Science in Organizational Change Leadership.

    Catalog description from permission to develop form: The Applied Accounting program is designed to provide you with the necessary skills to provide entry level accounting support. In addition to developing basic accounting and computer skills, the course includes areas in general business practices. While the program highlights accounting topics, emphasis will also be placed on mathematics, business management, communication, records management and business software.

4. New course – permission to develop – BUSADMIN (Business Administration) 7200, Strategic Thinking and Planning, 3 credits, effective fall 2012 – Elizabeth Swift.

    New course justification from the permission to develop form: This course will be part of the core requirements for those students completing the Master’s of Science in Organizational Change Leadership.

    Catalog description and prerequisite from the permission to develop form: Given the level of competitiveness and the pace of change today, leading change has become a core leadership competency, and the ability for organizations to learn, grow, adapt, and change has become a core organizational capability. In today’s rapidly shifting, global business environment, enterprises are facing profound change from multiple directions (the marketplace, competitors, advancing technologies, and growing client expectations). Furthermore, changes are increasing at an accelerating pace, just as most workers and teams are pressured to deliver performance faster, cheaper, and smarter. The dynamic enterprise enables its people to deliver high performance under complex business conditions – to turn chaos into strategy, and strategy into action. P: BUSADMIN (Business Administration) 7330 – Introduction to Organizational Change Leadership.

    Elizabeth Swift presented and answered questions. She handed out a sheet showing the curriculum structure for the Master of Science in Organizational Change Leadership program. She indicated that both courses would be core courses. They plan to start development of these courses during spring 2012. Discussion ensued. Rob Hasker made a motion to approve permission to develop both courses, seconded by Bill Haskins. Motion passed unanimously.
5. New course – permission to develop – ISCM (Integrated Supply Chain Management) BUSADMIN (Business Administration) 6140, Purchasing Management, 3 credits, effective fall 2013 – Wendy Brooke.

Catalog description and prerequisites from permission to develop form: This course focuses on the managerial, administrative, strategic and tactical aspects of the purchasing function. Emphasis will be placed on the pertinent issues in purchasing management for both goods and services business sectors. The course will explore the managerial perspective of the core tasks and challenges required to effectively manage the purchasing function within the context of an integrated supply chain. P: BUSADMIN 4100 or consent of instructor.

David Heimerdinger presented and answered questions. David indicated that the subject area and course number should be BUSADMIN (Business Administration) 6160. The pre-requisite for this course will be BUSADMIN 4100/6100, “Supply Chain Management”. This course will have an undergraduate slash course – 4160. BUSADMIN 6160 will be an online course used in the Master of Science in Integrated Supply Chain Management program.

Kimberly Tuescher made a motion to approve permission to develop Business Administration 6160, with differential assignment. Cheryl Banachowski-Fuller seconded the motion.

Mike Rowe asked about the library impact. David Heimerdinger indicated that would be handled after development of the syllabus.

Motion passed.

6. New course – second reading – DEL (Distance Education Leadership) 7010, Introduction to Distance Education Leadership – Susan Hansen.

NOTE: approval of this course will create a new subject area – Distance Education Leadership (DEL). The Graduate Council will need to address and approve the creation of a new subject area – Linda Jamieson.

From the May 12, 2011 Graduate Council meeting minutes: “Proposed catalog description: Students will explore the various aspects of distance education. Topics will include student services, marketing, recruitment of faculty and students, faculty development, training, retention, diversity/inclusion, and related issues. This course surveys the history, theories, and practices of distance education. Foundational concepts and issues identified in distance education research and literature are explored and key principles and practical issues involved in the field are identified and critically examined. The course surveys the teaching and learning aspects of distance education, as well as essential administrative and policy factors, with discussion of technology developments and influences. Permission to develop a new course in the Distance Learning Leadership master's program (which has received all approvals on campus and is before the Board of Regents tomorrow) Intro to Distance Education Leadership. No course number is available at this time. This is the first reading of this course.” Cheryl Banachowski-Fuller moved we grant permission to develop, Bill Haskins seconded, and the motion carried.”

After discussion Patricia Bromley made a motion to approve a new subject area of Distance Education Leadership (DEL), seconded by Kimberly Tuescher. Motion passed unanimously.

Susan Hansen contacted Jon Aleckson by phone. Jon Aleckson gave an overview of the course and its development. Discussion ensued. Rob Hasker, seconded by Kimberly Tuescher, made a motion to approve the new course Distance Education Leadership 7010. Motion passed.

7. Reactivation request for previously discontinued courses – effective spring 2012 – David Heimerdinger –

- INDUSTDY (Industrial Studies) 5950, Industrial Design for Production, 3 credits. 
  Catalog description from submitted form: Study of design principles, production methods, and simultaneous manufacturing techniques. Emphasis is on understanding and application of the design process. Laboratory activities focus on the design and production of a product.
- INDUSTDY (Industrial Studies) 6950, Production Planning and Control, 3 credits.
  Catalog description from submitted form: An investigation and study of the integrated approach of effective management practices associated with production planning, scheduling, and control. Operation strategy, quality of work life, global competition, lean manufacturing, forecasting methods, supply chain management practices, scheduling and plant facilities layout are stressed.
9. Number of credits that may transfer into a master’s program at the University of Wisconsin-Platteville – David Van Buren.

From the May 12, 2011 Graduate Council meeting minutes: “Dean Van Buren has obtained information from other UW-System graduate schools re: how many credits they accept in transfer. Nine is typical, though a couple of them accept more. Rob Hasker proposed that unless there is a transfer or articulation agreement in place, a student may transfer at most nine credits. In all cases, no student will be able to transfer more than 15 credits. Discussion followed. Implications: 1) transfer/articulation agreements that now would be approved by the Dean would probably need to go through Graduate Council; 2) programs may attract fewer students and thus receive less revenue. Discussed permitting 12 transfer credits initially and consider moving to 9 if it seems feasible down the road. Is further research needed? What are other programs (i.e., our competitors) doing? We would have to select an implementation date, perhaps January 2012. Students admitted under the old rule would not be affected. This item will be taken up again in September.”

From the minutes of the September 22, 2011 meeting: “David Van Buren recapped the previous discussion at the May 12, 2011 Graduate Council meeting. He went on to indicate that this transfer ruling would cover external and internal transfers. An internal transfer being where credits, completed here at UW-Platteville, from another master’s degree program would be used toward a second master’s degree. Kimberly Tuescher remarked on the wide range of credits required to earn a master’s degree here – 30 credits to 51 credits. Using the current 50% rule causes a wide range of transfer credits allowed. She is in favor of a cutoff – using the same ruling for all programs – perhaps 12 credits of transfer. Discussion ensued. Kimberly Tuescher made a motion that the maximum amount of transfer credits would be 12 credits with a sunset clause covering transfer and articulation agreements already in place. Jill Clough seconded the motion. Bill Haskins pointed out that the transfer agreements in place for the Project Management program would probably be affected more than most other programs. Most of their transfer agreements limits are 12 credits but there is one for 15 credits. He also asked about who transfer agreements would be brought to for approval – David Van Buren or the Graduate Council? David Van Buren remarked that the Graduate Council could grandfather in transfer/articulation agreements now in place. Discussion. Mike Rowe pointed out that articulation agreements have a review date. It was decided to amend Kimberly Tuescher’s motion to approval of a maximum of 12 credits unless there is a transfer or articulation agreement in place. There was a call to vote. Motion passed unanimously. David Van Buren wondered about an implementation date – perhaps those students admitted for summer 2012? Discussion ensued. Was suggested maybe those admitted after June 1, 2012. Someone asked if there were any students already admitted to summer 2012. It was decided that this information would be gathered and presented at the October 20, 2011 Graduate Council meeting.”

Discussion was held. Rob Hasker made a motion that the new transfer credit rule be effective June 1, 2012. Motion was seconded by Bill Haskins. Motion passed.


From the May 12, 2011 Graduate Council meeting minutes: “Ad Hoc Committee to Review Article IV, Sections 2 and 3 of the Bylaws of the Graduate Council, viz., Graduate Council Composition and Graduate Council Membership–With three new graduate programs proposed for implementation to the Board of Regents and some issues that have come up on selecting at-large faculty representatives, it would be useful for an ad hoc committee to be formed to look at these parts of the Bylaws – David Van Buren. Discussion of Graduate Council membership. The three new master’s degrees are all coming out of Business Administration and if each coordinator gets a seat, BSAD would have a very large representation relative to the size of the Council. A small subcommittee will be convened during summer by Dean Van Buren. Volunteers are Cheryl Fuller, Pat Bromley, Christine Storlie, and Regina Pauly. A representative from an entirely on-campus program will be added by the Dean.”

- **INDUSTDY (Industrial Studies) 7000, Research Methodology, 3 credits.**

  Catalog description from submitted form: Introduction and background to the scientific method of inquiry, types of research, problem clarification, data gathering techniques, research data analysis, and proposal and research paper writing.

  These courses will be online core courses in the Master of Science in Integrated Supply Chain Management program.

  David Heimerding presented and answered questions. David explained that these inactive courses will now be revived and used as part of the Master of Science in Integrated Supply Chain Management program. Discussion ensued. Patricia Bromley made a motion to approve all three courses being reactivated. Motion was seconded by Bill Haskins. Motion passed.

  "Starter courses” being reactivated. Motion was seconded by Bill Haskins. Motion passed.

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    "Starter courses” being reactivated. Motion was seconded by Bill Haskins. Motion passed.
Marked up revision suggestions for Article IV, Sections 2 and 3:

Section 2. Graduate Council Composition

The Graduate Council is composed of the following representatives:

- Graduate programs which are enrolling students shall have one representative on the Graduate Council.
- Three at-large faculty representatives from the graduate faculty.
- One at-large graduate student representative.
- The ex-officio, non-voting members of the Graduate Council are the following:
  - The Graduate Dean;
  - The Director of Karrmann Library or designee.

Section 3. Graduate Council Membership

Each graduate program which is currently enrolling students shall determine whether it wishes to be represented by the program head/department chair or by electing a faculty member from that program. The term for elected 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.

The graduate faculty elects the at-large faculty representatives who shall serve a term of two years. A faculty member may hold no more than two successive terms.

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.

From the September 22, 2011 meeting: “David Van Buren went over the subcommittee’s suggested changes. The new setup would have the Graduate Council at 15 members (13 voting) where with the current setup there would be 25 members (23 voting). The suggested setup would have 1 representative from each of the 9 master’s programs (which are currently admitting students). The program would pick their representative – could be the program coordinator, the department head, or an elected faculty member. The subcommittee recommends that inactive programs (those not currently admitting students) would no longer be entitled to a representative on the Graduate Council. Anyone can attend a Graduate Council meeting. The at-large representatives would be elected by the graduate faculty. The Graduate Council members were asked to review the published marked up Bylaws document on the S drive and discuss/vote at the October 20, 2011 Graduate Council meeting.”

Bill Haskins requested to add a third ex-officio member to the Graduate Council membership – the Director of the Distance Learning Center.

Susan Hansen inquired on who determines who represents each program area. Discussion was held regarding election procedures.

Rob Hasker made a motion to approve the proposed changes, including the addition of the third ex-officio member, effective with the 2012-2013 academic year. Motion was seconded by Mike Rowe. Motion passed unanimously.


Cheryl Banachowski-Fuller handed out copies of her assessment report. She then went over the assessment report and answered question. This item was for information only; thus no action was taken.

NOTE: Request for Admission to the Graduate Faculty Subcommittee met today at 2:30 p.m. Present were Scott Ringgenberg, Mike Rowe and Bill Haskins.
NOTE: Items #12 and #13 were handled together.

12. Requests for admission to the Graduate Faculty – provisional membership – one year –
   • William Nothstine – Distance Education – beginning spring 2012 and expiring end of fall 2012.
     – COMMNCNT (Communication Technologies) 5010, Business Communication.
   • Pusaporn Tabrizi – School of Education, Adult Education – beginning spring 2012 and expiring end of fall 2012.
     – TEACHING 7550, The Adult Learner.

13. Requests for admission to the Graduate Faculty – provisional membership – three years –
     – TEACHING 6530E, Current Topics in Education: Leadership and Supervision #58.
   • (John) Michael Brackin – School of Education, Adult Education – beginning spring 2012 and expiring end of fall 2015.
     – TEACHING 7550, The Adult Learner.
   • Paul Gibler – Distance Education – beginning spring 2012 and expiring end of fall 2015.
     – BUSADMIN (Business Administration) 5340, Management, Gender and Race.
     – BUSADMIN (Business Administration) 5720, International Marketing.
   • Laura Pettersen – School of Education, Continuing Education – beginning fall 2011 and expiring end of summer 2014.
     – TEACHING 6530E, Current Topics in Education: Military Deployment, How to Work with Affected Youth.
   • Ja’Tawn Pinson – School of Education, Adult Education – beginning spring 2012 and expiring end of fall 2015.
     – TEACHING 7540, Program Planning for Adults.
   • Tina Rettler-Pagel, School of Education, Continuing Education – beginning fall 2011 and expiring end of summer 2014.
     – TEACHING 6530E, Current Topics in Education: Teaching Methods #52.
   • Susan Sebastian – School of Education, Adult Education – beginning spring 2012 and expiring end of fall 2015.
     – PSYCHLGY (Psychology) 6930, Techniques of Counseling and Psychotherapy.
   • Elizabeth Swift – Distance Education – beginning spring 2012 and expiring end of fall 2015.
     – BUSADMIN (Business Administration) 5530, Organizational Behavior.
     – COMMNCNT (Communication Technologies) 5010, Business Communication.
   • Summer Zwanziger – Distance Education – beginning spring 2012 and expiring end of fall 2015.
     – BUSADMIN (Business Administration) 5340, Management, Gender and Race.

Discussion was held. Then Mike Rowe made a motion to approve all those listed in items #12 and #13. Motion was seconded by Scott Wright. Motion passed.


Meeting was adjourned at 4:19 p.m.

Information only –

1. 2011-2012 Assessment Report Schedule:
   • 2011
     – September –
• October – Criminal Justice – Cheryl Banachowski-Fuller
• November –
• December – Project Management – Bill Haskins

• 2012
  o February 2 – Engineering, Jill Clough.
  o February 23 – Master of Science in Education
  o March – Computer Science, Rob Hasker
  o April – Counselor Education – Kimberly Tuescher
  o May –

• Basic questions:
  o A. What evidence do you have that students achieve your stated learning outcomes?
  o B. What have you learned as a result?
  o C. Document specific changes that have resulted from your assessment efforts.

2. Courses made inactive for more than three years of non-enrollment – Linda Jamieson –
  • PHLSPHY (Philosophy) 7010, Philosophical Foundations of Education – last graduate enrollment was summer 2009.
  • TEACHING 7010, Philosophical Foundations of Education – last graduate enrollment was summer 2006.

Graduate Council 2011-2012 Meeting Dates

Graduate Council will meet 3:00 p.m. – 5:00 p.m. in 2007 Ullsvik Hall:
Fall 2011          Spring 2012
September 22, 2011 February 2, 2012
October 20, 2011    February 23, 2012
November 17, 2011   March 15, 2012
December 15, 2011   April 19, 2012

Request for Admission to Graduate Faculty Subcommittee will meet 2:30 p.m. – 3:00 p.m. in 2007 Ullsvik Hall:
Fall 2011          Spring 2012
September 22, 2011 February 2, 2012
October 20, 2011    February 23, 2012
November 17, 2011   March 15, 2012
December 15, 2011   April 19, 2012

GRADUATE COUNCIL MEMBERSHIP 2011-2012:
PROGRAM AREAS:
Agricultural Industries
Mike Compton – graduate program

Computer Science
Rob Hasker – graduate program
Mike Rowe – elected faculty (term expires end of 2012 summer session)

Counselor Education
Kimberly Tuescher – graduate program
Jovian Hernandez – elected faculty (term expires end of 2012 summer session)

Criminal Justice
Cheryl Banachowski-Fuller – graduate program
Sabina Burton – elected faculty (term expires end of 2012 summer session)

Engineering
Jill Clough – graduate program
Patricia Jinkins – elected faculty (term expires end of 2012 summer session)

Industrial Technology Management
Industrial Technology Management

Master of Science in Education
Colleen McCabe (representing the Director of the School of Education, Karen Stinson) – graduate program
Scott Ringgenberg – elected faculty (term expires end of 2012 summer session)

Project Management
D. William Haskins – graduate program
Scott Wright – elected faculty (term expires end of 2013 summer session)
As-Large Representatives
Barb Barnet – elected faculty (term expires end of 2013 summer session)
Patricia Bromley – elected faculty (term expires end of 2012 summer session)
Graduate Student Representative
Christopher Hanegraaf – elected graduate student (term expires end of 2012 summer session)
EX OFFICIO MEMBERS
Dr. David Van Buren, Dean, the School of Graduate Studies
Regina Pauly – Karrmann Library