The Graduate Council met Thursday, December 15, 2011 in 2007 Ullsvik Hall.

PRESENT:

**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
- 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)

**Master of Science in 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)

**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)

**EX OFFICIO MEMBERS**
- Regina Pauly – Karrmann Library

Visitors Present – None

Chair Scott Ringgenberg opened the meeting at 3:00 p.m.

Minutes –

1. **Approval of the minutes from the November 17, 2011 meeting.**
   The November 17, 2011 minutes were approved as distributed on a motion by Sabina Burton and seconded by Cheryl Banachowski-Fuller.

2. **Changes to the Education Administration certification – second reading – Karen Stinson –**
   - Credit change –TEACHING 7370, Educational Administration Systems I, credits changing from 1-5 credits to 4 credits effective summer 2012 - Karen Stinson. Course description will be the same but prerequisites are changing –
     - From – P: TEACHING 7360 to P: TEACHING 7340, TEACHING 7350 and TEACHING 7360.
• Approved on a motion by Kimberly Tuescher and seconded by Cheryl Banachowski-Fuller.

Credit change – TEACHING 7390, Educational Administration Systems II, credits changing from 1-5 credits to 4 credits effective summer 2012 – Karen Stinson. Course description will be the same but prerequisites are changing –
  o From – P: TEACHING 7380 to P: TEACHING 7340, TEACHING 7350, TEACHING 7360, TEACHING 7370 and TEACHING 7380.
  o Approved on a motion by Kimberly Tuescher and seconded by Cheryl Banachowski-Fuller.

Course title change and credit change – TEACHING 6310, name changing from Practicum to Educational Administration Practicum and credits changing from 3 credits to 1-3 credits effective summer 2012 – Karen Stinson.
  o Course description and prerequisites changing –
    ▪ From - This course is designed for students who successfully completed the courses Issues in ELL Education, Second Language Acquisition Theories, and Methods and Assessment of Teaching English Language Learners. It provides opportunities for teachers to reflect on their practice in light of theories of SLA and ELL teaching methods and assessment. The course provides for teachers a platform to critically evaluate their teaching skills and make improvement justified by current research literature. Throughout the practicum, students deepen their understanding in the ELL/SLA field by reading and researching English language learners-related professional articles. P: students have to be Wisconsin residents and hold a Wisconsin teaching license. TEACHING 7650, 7660 and 7670.
    ▪ To – 6310 is designed to provide a supervised graduate practicum in educational administration. During a minimum of 200 hours of supervised on site work, candidates will demonstrate practical application of knowledge learned in educational administration courses including the co-requisite course, System 1 or System 2. An on-site administrator will serve as mentor/onsite supervisor and a university supervisor will be assigned. P: at a minimum TEACHING 7340, TEACHING 7350, TEACHING 7360 and concurrently TEACHING 7370.

Motion to approve. Conversation ensued. It was decided that this would be approved with the understanding that the number of the course will be changed at a later date.

### Proposed Program Changes Educational Administration

<table>
<thead>
<tr>
<th>Module 1</th>
<th>Current</th>
<th>Proposed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Summer</td>
<td>Tchg 7340, Intro Seminar 2 cr Initial set up of practicum Introduction to portfolio 8am-12</td>
<td>Tchg 7340, Intro Seminar 2 cr Initial set up of practicum Introduction to portfolio</td>
</tr>
<tr>
<td>Module 2</td>
<td>Fall</td>
<td>Tchg 7360, Student Learning - 4 credits 6 Saturdays total (2 from summer)</td>
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<tr>
<td>Spring</td>
<td>Tchg 7350, Relationships – 4 credits 6 Saturdays Includes first portfolio assessment of Admin Standard 1 (10 teaching standards)</td>
<td>Tchg 7350, Relationships – 4 credits 6 Saturdays First portfolio assessment of Admin Standard 1 (Ten teaching standards) 1 practicum credit for mid-program &amp; midterm evaluation</td>
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<tr>
<td>Module 4</td>
<td>Summer</td>
<td>Tchg 7370, Systems 1 - 5 credits 12:30-5, 4 weeks)</td>
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<tr>
<td>Module 5 Fall</td>
<td>Tchg 7380, Legal Aspects 4 credits 6 Saturdays</td>
<td>Tchg 7380, Legal Aspects 4 credits 6 Saturdays</td>
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<tr>
<td>Module 6 Spring</td>
<td>Tchg 7390, Systems 2-5 credits 8am-5, 7 Saturdays Includes final portfolio assessment – Admin standards two through seven</td>
<td>Tchg 7390, Systems 2-4 credits 8am-5, 6 Saturdays Final portfolio assessment – Admin standards two through seven 1 practicum credit for final evaluation</td>
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From the Graduate Council meeting minutes of November 17, 2011: "Karen Stinson explained the need for a change in the educational administration licensure requirements. These changes were mandated by the licensure agency. Discussion ensued. Second reading for these course changes will be at the December 15, 2011 Graduate Council meeting."

Motion to approve by Dr. Tuescher. Seconded by Dr. Wright. Motion approved.


New course justification from submitted new course form: Elective course offering for students in the Mental Health track. Students in this track would benefit from special instruction in substance abuse and psychopharmacology to better serve their clients.

Catalog description from new course form: The course provides advanced levels of substance abuse counseling foci with emphasis on a strength-based perspective, including history and concepts of substance use and addiction, dependence, case formulation and assessment, developmental factors, diagnosis, biological interventions, treatment planning, and the complex interaction of culture and providing treatment for substance abuse.

From the minutes of the November 17, 2011 meeting: “Steve Benish presented and answered questions. He had a one sheet handout – missing page from syllabus. Steve went over the history and background for this course creation. Course is needed to cover licensure changes. Pat Bromley pointed out that Criminal Justice already has a psychopharmacology course and wondered if Steve had contacted them to check for overlap. Steve indicated he had not but would. Discussion ensued. Second reading for this course will be at the December 15, 2011 Graduate Council meeting.”

Agenda items was tabled until next meeting so that Dr. Benish would be available to respond to questions.

4. New slash course – first reading – BUSADMIN (Business Administration) 6160, Purchasing Management, 3 credits, effective fall 2012 – David Heimerdinger or Wendy Brooke.

Justification for new course (from the new course form) – this course will serve as one of the core courses for the Integrated Supply Chain Management Master’s program.

Catalog description and prerequisite (from the new course 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: BSAD 4100 or consent of instructor.

Course will be offer both online and face to face.

Wendy presented. Discussion ensued. Dr. Hasker voiced concern about the use of the term “philosophy” in the syllabus. Further discussion ensued. Wendy agreed to change the term. Further discussion ensued regarding the number of the course. The number should be changed to 6100 to reflect the 4100 prerequisite. Dr. Hasker motioned that this course be approved for planning with the
stipulation that the prerequisite and course numbers be changed to reflect 4100/6100. Dr. Karen Stinson seconded. Motion approved.

5. Assessment report for Project Management – Bill Haskins.

   Bill Haskins presented and answered questions.


   New course justification (from form): Project Management’s governing standards body, PMI, has developed a new credential related to agile methods. Agile methodology education is in high demand, and agile techniques are widely used, especially among practitioners who run smaller projects that don’t require the extensive document trail used in traditional project management.

   Catalog description and prerequisites (from form): Starting with an overview of Agile project management methodologies and theory, this course prepares students to evaluate projects, assess culture, and adapt agile methods to project management applications within the organization. Though some content is drawn from the software environment, this course is intended for a broad audience and is not specific to nor focused on software development. P: Project Management 7010 and Project Management 7020 or consent of program director.

   Dr. Haskins presented. Discussion ensued. Dr. Tuescher commented that a grading rubric be included in the syllabus for the next reading. Dr. Hasker moved to approve first reading. Chris Hanegraaf seconded. Motion approved. Second reading will be at the February 2nd meeting.

7. For information only – course description change for ENGRG (Engineering) 7830, Advanced Cost and Value Analysis, effective spring 2012 – Jill Clough.

   Explanation for change (from form): ENGRG 7830 Advanced Cost and Value Analysis was revised to remove content duplicated in ENGRG 7860 Continuous Improvement with Lean Principles. First offering of the revised ENGRG 7830 is scheduled for spring 2012.

   New course description (from form): Introduction to cost estimating and value engineering: basic principles of accounting and forecasting; estimate assurance, decision making, and systems engineering for life-cycle costing. Applications of engineering valuation. Basic principles of function analysis. Discussion of current techniques in process value evaluation and improvement.

   Dr. Clough presented. Discussion ensued and it was recommended that more cost analysis be added to the course.

8. For information only – COUNSLED (Counselor Education) 7060, Practicum II: School Counseling – title change and credit change approved at the May 12, 2011 Graduate Council meeting – credits for 7060 were accidentally changed from 3-12 credits to 3-6 credits – 7060 should have only been a title change; not a credit change – credits should be 3-12 credits – Kimberly Tuescher.

   Dr. Tuescher presented and answered questions.

The Request for Admission to Graduate Faculty Subcommittee met at 2:30 p.m. today and present were Jill Clough and Jovan Hernandez.

9. Requests for admission to the Graduate Faculty – provisional membership – one year –

   • Allen Green – Distance Education – beginning spring 2012 and expiring end of fall 2012.
     o PROJMGT (Project Management) 7070, Project Management.
the title “Project Management” should be changed to “Program Management”.

- **Patrick Montgomery** – Distance Education – beginning spring 2012 and expiring end of fall 2012.
  - ACCTING (Accounting) 7000, Managerial Accounting.
- **Andrea Schullo** – School of Education, Continuing Education – beginning spring 2012 and expiring end of fall 2012.
  - TEACHING 6530E, Current Topics in Education: Curriculum and Course Construction.

Dr. Clough moved to approve all faculty. Dr. Haskins seconded. Motion **approved**.

**10. Requests for admission to the Graduate Faculty – provisional membership – three years –**

- **Wendy Arena** – School of Education, Continuing Education – beginning spring 2012 and expiring end of fall 2014.
- **Nancy Hendrickson** – School of Education, Continuing Education – beginning fall 2011 and expiring end of summer 2014.
  - TEACHING 6530E, Current Topics in Education: Collaborative Administrative Leadership.
- **Diane Reinfeldt** – School of Education, Continuing Education – beginning spring 2012 and expiring end of fall 2014.
  - TEACHING 6530E, Current Topics in Education: Thinkfinity for Wisconsin Educators.
- **Nichole Schweitzer** – School of Education, on campus – beginning spring 2012 and expiring end of fall 2014.
  - TEACHING 7180, School and Community Culture.

Dr. Clough moved to approve all faculty. Dr. Jinkins seconded. Motion **approved**.

**11. Requests for admission to the Graduate Faculty – associate membership –**

- **Lily Chang** – On Campus Computer Science – beginning spring 2012 and expiring end of fall 2014.
- **Yan Shi** – On Campus Computer Science – beginning spring 2012 and expiring end of fall 2014.

Dr. Clough moved to approve all faculty. Dr. Hasker seconded. Motion **approved**.

**12. Other business – None**

Meeting was adjourned at 3:45 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
February 2 – Engineering, Jill Clough.
February 23 – Master of Science in Education
March – Computer Science, Rob Hasker
April – Counselor Education – Kimberly Tuescher
May –

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

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
May 10, 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
May 10, 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
Jovan 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
Colleen Kaiser – graduate program
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)
At-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