The Graduate Council met Thursday, January 27, 2011 in 2007 Ullsvik Hall at 3:00 p.m.

Attendees:
- **Computer Science**
  - Rob Hasker – graduate program
  - Mike Rowe – elected faculty (term expires end of 2012 summer session)
- **Counselor Education**
  - Karen Stinson – graduate program
  - Jovan Hernandez – elected faculty (term expires end of 2012 summer session)
- **Criminal Justice**
  - Cheryl Banachowski-Fuller – graduate program
- **Engineering**
  - Lisa Riedle – 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
  - John Hammermeister – elected faculty (term expires end of 2011 summer session)
- **At-Large Representatives**
  - Christine Storlie – elected faculty (term expires end of 2011 summer session)
  - Patricia Bromley – elected faculty (term expires end of 2012 summer session)
- **Graduate Student Representative**
  - Mary Holcomb – elected graduate student (term expires end of 2011 summer session)
- **EX OFFICIO MEMBERS**
  - Dr. David Van Buren, Dean, the School of Graduate Studies

Visitors Present – Wally Iselin and Yuanyuan Hu.

Chair Christine Storlie opened the meeting at 3:00 p.m.

**Minutes –**

1. **Approval of the minutes from the November 18, 2010 (Item moved from the December 16, 2010 agenda) and the December 16, 2010 meetings.**
   
   The November 18, 2010 and December 16, 2010 minutes were approved on a motion by Pat Jinkins and seconded by Karen Stinson.

2. **Second reading - changing the requirement for 7000-level courses from a minimum of 21 credits to a minimum of 20 credits – Rob Hasker. Item moved from the December 16, 2010 agenda.**
   
   From the November 18, 2010 Graduate Council minutes: “Rob Hasker presented rationale for allowing 20 credits at the 7000 level or above instead of 21. The council discussed potential impacts on other programs. Consensus was to treat this as a first reading of the proposal.”
Council members shared feedback from their programs. David Van Buren suggested applying the 20 credit rule as an exception (rather than making it a rule for all graduate programs). Motion made by Cheryl Banachowski-Fuller, seconded by Karen Stinson – Dean is empowered case-by-case to reduce 21 credit rule to 20 credits for the JIM (Joint International Master’s) program due to unique structure of the program. Approved by unanimous voice vote.


Proposed Updated Article IV, Section 1a –
(Note: proposed change is to the first sentence)

a. Full membership. All tenured faculty and tenure-track faculty with at least three years of teaching experience with UW-Platteville, 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.

Proposed Updated Article IV, Section 1c –
(Note: proposed change is the addition of the last sentence)

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. At the discretion of the Graduate Council, provisional members with prior graduate teaching experience for UW-Platteville may be granted provisional membership for three years.

History –
From the September 30, 2010 Graduate Council meeting minutes –
12. Review of the By-laws relating to Graduate Faculty membership – David Van Buren. David Van Buren asked for three volunteers for a subcommittee to review the criteria for admission to the Graduate Faculty. He went on to reflect on the time and energy that goes into reviewing provisional membership every year. He wondered if maybe that approval could be extended to two or three years. Lisa Riedle, Rob Hasker, Cheryl Banachowski-Fuller, Karen Stinson and Christine Storlie volunteered to serve on the subcommittee.

From the October 21, 2010 Graduate Council meeting minutes –
4. Report - By-laws relating to Graduate Faculty membership subcommittee – Cheryl Banachowski-Fuller. Subcommittee recommendation for change: By-Law, Section 1: Graduate Faculty Composition, C. Provisional Membership: C. Provisional Membership…(last line change) Provisional membership will be reviewed every 3 years with the expectation that the candidate show professional development in a relevant area. Cheryl Banachowski-Fuller reported for the subcommittee. Rob Hasker suggested that the council not vote on the wording change until David Van Buren could be present. Discussion ensued and it was decided to wait until a future meeting for a vote to be taken. Scott Ringgenberg questioned who would determine if the faculty member has met requirements for “professional development in a relevant area”? Discussion ensued and it was suggested that it should be evident in an updated resume what development they had accomplished. Future discussion was held regarding possible changes needed in the graduate faculty approval form. It was suggested that perhaps a check box on the form indicating that the professional development had been evaluated and determined adequate by the department. Or perhaps a box should be included on the form where a short explanation of the development could be listed. Discussion ensued. Patricia Bromley mentioned that this new change could cause a recordkeeping nightmare for the School of Graduate Studies having to check the approval of each faculty member on a course by course basis. Maybe the change would not be a good idea. Discussion ensued and it was decided that the subcommittee will continue and report at the November meeting.

From the November 18, 2010 Graduate Council meeting minutes –
5. Report - By-laws relating to Graduate Faculty membership subcommittee – David Van Buren. Proposed amendments to the By-Laws: Article IV Section 1. Graduate Faculty Composition. (Note: proposed change is to the first sentence)

a. Full membership. All tenured faculty and tenure-track faculty with at least three years of teaching experience with UW-Platteville, 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.

(Note: proposed change is the addition of the last sentence)

b. 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. At the discretion of the Graduate Council, provisional members with prior graduate teaching experience for UW-Platteville may be granted provisional membership for three years.

Subcommittee also recommends revision of the Graduate Faculty Approval Form – copies of the current approval form and the suggested revised approval form are in the Graduate Council workgroup folder. David Van Buren presented proposed changes. Pat Bromley asked if 3 years of experience for full membership could be sufficient even for a part time person. The response was that it would be. A revised graduate faculty approval form was also presented for consideration. A recommendation was made to change “Distance Learning Center” to “Distance Education” on the form. On Article IV, section 1c, it was decided to change the “for” to “with” in “All tenured faculty and tenure-track faculty with at least three years of experience on the for UW-Platteville”. Christine Storlie suggested requiring three years teaching experience, and after discussion the consensus was to amend the statement to “All tenured faculty and tenure-track faculty with at least three years of teaching experience with UW-Platteville”. This change was approved on a motion by Pat Bromley and seconded by Lisa Riedle. The amendments to the bylaws will be voted upon at a later meeting.

Second reading will be at the February 17, 2011 meeting.

4. Reconsideration of motion to modify the Graduate Catalog – Cheryl Banachowski-Fuller.

From the November 18, 2010 Graduate Council minutes: “Discussion – printing of item twice in the Graduate Catalog – once in front for on campus programs and same item in the back for on line programs – Lisa Riedle. Lisa Riedle questioned why repeat material is repeated in the on-campus and online portions of the graduate catalog. A concern is that this suggests the online programs aren’t truly part of the University of Wisconsin-Platteville community. The consensus was that the catalog should be reorganized so that material common to all programs be in one place with a special section for just that material specific to online programs.”

Cheryl Banachowski-Fuller reviewed history of graduate catalog in the years since online programs were added. Current form is result of a student focus group convened for this purpose. Motion to reconsider the motion to modify the graduate catalog. The motion to reconsider was made by Cheryl Banachowski-Fuller and seconded by Scott Ringgenberg. During the discussion, it was pointed out that no formal motion was ever made on this at the November meeting; the topic was discussed without formal action. The motion to reconsider was therefore withdrawn by Cheryl Banachowski-Fuller. M.S. Engineering program indicated a couple of students had issues demonstrating program value and rigor when using catalog as proof. No action was taken.


Karen Stinson presented annual assessment report. Information only thus no action was taken.


Wally Iselin presented the annual assessment report. Information only thus no action was taken.
NOTE: the Request for Admission to the Graduate Faculty Subcommittee met prior to the Graduate Council meeting – present were John Hammermeister, Bill Haskins and David Van Buren.

7. **Requests for admission to the Graduate Faculty with provisional membership** –
   - **Paula Baumann** – School of Education (Continuing Education) beginning spring 2011 and expiring end of fall 2011.
     - TEACHING 6530E, Current Topics in Education: Stress Management for Teachers.
   - **Angela Gole** – School of Education (Continuing Education) beginning spring 2011 and expiring end of fall 2011.
     - TEACHING 6530E, Current Topics in Education: Everyday Spanish.
   - **Mary Cheryl “Sherry” Nevins** – School of Education (on campus) beginning spring 2011 and expiring end of fall 2011.
     - COUNSLED (Counselor Education) 7280, History, Philosophy and Organization of Higher Education.
   - **Robyn Ryser** – School of Education (Continuing Education) beginning spring 2011 and expiring end of fall 2011.
     - TEACHING 6530E, Current Topics in Education: Thinkfinity for Wisconsin Educators.
   - **Cynthia Terrill** – School of Education (Continuing Education) beginning spring 2011 and expiring end of fall 2011.
     - TEACHING 6530E, Current Topics in Education: Guided Reading Revisited.

8. **Requests for admission to the Graduate Faculty with associate membership** –
   - **Margaret Karsten** – Business and Accounting. – beginning spring 2011 and expiring end of fall 2014.

   NOTE: items #7 and #8 were handled as one item. Approval of all six candidates for provisional and associate graduate faculty membership on a motion by Bill Haskins and seconded by Cheryl Banachowski-Fuller. **Motion passed unanimously.**

9. **Other business – none.**

   Meeting was adjourned at 4:16 p.m. on a motion by Cheryl Banachowski-Fuller and seconded by Pat Jinkins.

**Information only –**

1. **2010-2011 Assessment Report Schedule:**
   - 2010
     - October 21\(^{st}\)
     - November 18th
   - 2011
     - January 27\(^{th}\) – School of Education, Karen Stinson (includes M.S.E., Counselor Education, M.S.E.: English Education Wuhan, M.S.E.: Adult Education) – half will be presented in January and half in February.
     - February 17th – School of Education, Karen Stinson (includes M.S.E., Counselor Education, M.S.E.: English Education Wuhan, M.S.E.: Adult Education) – half will be presented in January and half in February.
     - April 21st
May 12th – M.S.: Criminal Justice, Cheryl Banachowski-Fuller.

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 2010 – 2011 meeting dates:
Graduate Council will meet 3:00 p.m. – 5:00 p.m. in 2007 Ullsvik Hall:
September 30, 2010
October 21, 2010
November 18, 2010
December 16, 2010
January 27, 2011
February 17, 2011
March 24, 2011
April 21, 2011
May 12, 2011

Request for Admission to Graduate Faculty Subcommittee will meet 2:30 p.m. – 3:00 p.m. in 2007 Ullsvik Hall:
September 23, 2010
October 21, 2010
November 18, 2010
December 16, 2010
January 27, 2011
February 17, 2011
March 24, 2011
April 21, 2011
May 12, 2011

GRADUATE COUNCIL MEMBERSHIP 2010-2011:
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
Karen Stinson – 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
Lisa Riedle – graduate program
Patricia Jinkins – elected faculty (term expires end of 2012 summer session)

Industrial Technology Management
Colleen Kaiser (representing David Heimerdinger) – graduate program

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
John Hammermeister – elected faculty (term expires end of 2011 summer session)

At-Large Representatives
Christine Storlie – elected faculty (term expires end of 2011 summer session)
Patricia Bromley – elected faculty (term expires end of 2012 summer session)

Graduate Student Representative
Mary Holcomb – elected graduate student (term expires end of 2011 summer session)

EX OFFICIO MEMBERS
Dr. David Van Buren, Dean, the School of Graduate Studies
Regina Pauly – Karrmann Library