The Graduate Council met Thursday, February 21, 2013 in 2007 Ullsvik Hall.

**Members Present:**

**PROGRAM AREAS:**

- **Computer Science**  
  Rob Hasker – graduate program

- **Counseling Psychology**  
  Jovan Hernandez – elected faculty (term expires end of 2014 summer)

- **Criminal Justice**  
  Cheryl Banachowski-Fuller – graduate program

- **Engineering**  
  Jill Clough – graduate program

- **Integrated Supply Chain Management**  
  David Heimerdinger – graduate program

- **Master of Science in Education**  
  Karen Stinson – graduate program

- **Organizational Change Leadership**  
  Elizabeth Lucas – graduate program

**At-Large Representatives**

- Barb Barnet – elected faculty (term expires end of 2013 summer session)
- Wendy Brooke – elected faculty (term expires end of 2014 summer session)
- Susan Hansen – elected faculty (term expires end of 2014 summer session)

**Graduate Student Representative**

- Christopher Hanegraaf – elected graduate student (term expires end of 2014 summer session)

**EX OFFICIO MEMBERS:**

- Dr. David Van Buren, Dean, the School of Graduate Studies
- John Berg – Information Services
- Dan Avenarius for Dawn Drake – Director of the Distance Learning Center

Visitors Present – Patricia Bromley.

Barb Barnet opened the meeting at 3:00 p.m.

**Minutes –**

1. **Approval of the minutes from the January 31, 2012 meeting.**

   Rob Hasker pointed out that the entry for the item regarding the graduate assistantship proposal for the Distance Learning Center should be expanded. Discussion ensued. It was decided to change the minutes entry for the January 31, 2013 meeting to read:

   “Dawn Drake explained the background/history and answered questions. Concerns were expressed about the difference in pay between on-campus and online programs. Rob Hasker made a motion to approve the graduate assistantship proposal for the distance learning students as presented and appended to these minutes, seconded by Jill Clough. Motion passed.”

   Karen Stinson, seconded by Jill Clough, made a motion to approve the January 31, 2013 minutes with noted change. **Motion passed.**

Karen Stinson indicated that the School of Education has met the NCATE requirements. She then went through the assessment report and answered questions. This item was for information only; thus no action was taken.

3. Master of Science in Education (teaching) program reorganized – Karen Stinson.

Karen Stinson went through the proposed reorganization of the Master of Science in Education (teaching) programs.

**Items from the submitted document:**

- The four DPI-certified teaching endorsements are:
  - reading,
  - reading specialist,
  - cross categorical special education and
  - English Language Learner.

- **ENDORSEMENTS/CERTIFICATES:** Each endorsement/certificate will be 18 credits instead of the current 18-30 or variable credits that we have now (with the exception of Educational Administration that operates as a cohort with 24 credits leading to licensure as a building principal). Counseling Psychology has separate licensure requirements for School Counselors under Pupil Personnel Services.

- **MASTER’s DEGREE CREDITS:** All teacher education Master degree programs will be 30 credits instead of 30-39 credits. This will provide much clearer marketing, advising, programming and scheduling of courses.

- **NOT IMPACTED:** The Master’s degree programs that are not impacted are: Counseling Psychology, Adult Education, English Education in Wuhan, China, and the certification program in Educational Administration. We are also NOT phasing out the Master’s in Education program- just changing the focus to licensure endorsements from the WI Dept. of Public Instruction. Candidates can get an endorsement and then go to on to get their Master’s degree.

This is a first reading. The second reading will be at the March 21, 2013 meeting.

4. Teaching 7210 – title change from Reading at the Elementary and Middle Schools to Foundational Literacy PreK-12 (Reading Elementary Middle) – effective fall 2013 – Karen Stinson.

Karen Stinson explained the need for a title change. Rob Hasker, seconded by Wendy Brooke, made a motion to approve. Motion passed.

5. Second reading – DEL (Distance Education Leadership) 7120, Academic Administration in the Virtual Environment, core course, 3 credits, beginning summer 2013 – Candace Croft.

From the October 18, 2012 Graduate Council minutes: “6. New course – permission to develop – DEL (Distance Education Leadership) 7120, Academic Administration in the Virtual Environment, core course, 3 credits, beginning summer 2013 – Candace Croft.

Catalog description: Students in this course will examine administrative issues with an academic team of faculty/staff. Topics include course scheduling, teacher/student absences, time and labor reporting, vacation/holiday planning, tracking course attendance and grades, student academic progress, student drops, tracking online teaching, faculty tenure, faculty/staff meetings, academic calendars, and faculty files and documentation.

Candace Croft presented and answered questions. Permission to develop was approved on a motion by Rob Hasker and seconded by David Heimerdinger.”

Susan Hansen was present and answered questions. Rob Hasker, seconded by David Heimerdinger, made a motion to approve. Motion passed.
6. Permission to develop – ENGRG (Engineering) 7560, Sustainability in Engineering Design and Manufacturing, 3 credits, effective spring 2014 – Jill Clough.

   Jill Clough presented and answered questions. Wendy Brooke, seconded by Rob Hasker, made a motion to approve for development. **Motion passed.**

7. Assessment report – Master of Science in Education: Adult Education – Patricia Bromley.

   Patricia Bromley presented and answered questions. This item was for information only; thus **no action was taken.**

8. Discussion regarding one point of the transfer credit guidelines – Dawn Drake.

   From the 2012-2014 Graduate Catalog: “The following guidelines apply to transfer credits (both internal and external) to graduate programs at the University of Wisconsin-Platteville:
   
   • To be accepted for transfer, credits must be approved by more than one faculty member in the relevant program along with the dean of the School of Graduate Studies. Faculty may be 1) the program’s committee; or 2) some mix of the student’s advisor, program head, and a faculty member with expertise in the field.
   
   • A maximum of 12 credits for a degree may be transferred.
   
   • Credits may be transferred only from a nationally or regionally accredited institution recognized by the Council for Higher Education Accreditation.
   
   • Students must complete their graduate program within seven years of being admitted to the program at University of Wisconsin-Platteville (extensions may be granted). Once credits have been accepted as transfer credits, they become part of the current program of study, and the seven-year limit is based on the date of admission into the program.
   
   • Transfer credits will be officially recorded after the student has successfully completed one graduate course at University of Wisconsin-Platteville and only courses where the student received a grade of B (note at the January 2013 meeting it was approved to accept B- grades) or higher will be accepted.”

   David Van Buren explained the current procedure for posting transfer credits. A student’s transfer credits cannot be posted onto their student until the student has registered and completed at least one course. Discussion ensued regarding why the posting should wait for registration and completion why not just post the transfer after the student is admitted into the program. It was proposed that the item in question be changed to read: “Only courses where the student received a grade of B- or higher will be accepted.” Cheryl Banachowski-Fuller, seconded by Rob Hasker, made a motion to change the posting requirement to the proposed “Only courses where the student received a grade of B- or higher will be accepted”. **Motion passed.**

   NOTE: the Request for Admission to the Graduate Faculty Subcommittee met at 2:30 p.m. today. Present were Karen Stinson and Elizabeth Lucas.

9. Request for admission to the Graduate Faculty – provisional membership – three years –

   • **Martha Beadle** – School of Education, on campus – beginning fall 2013 and expiring end of summer 2016.
     o TEACHING 7270, Reading in the Middle/Secondary School.
   
   • **Daniel Bishop** – School of Education, Adult Education – beginning summer 2013 and expiring end of spring 2016.
     o COUNSPSY (Counseling Psychology) 720, Family and Couple Counseling.
   
   • **Steve Dahl** – School of Education, Continuing Education – beginning spring 2013 and expiring end of fall 2016.
     o TEACHING 6530E, Current Topics in Education: Why DI?: An Introduction to Differentiated Instruction.
Elizabeth Lucas, seconded by Karen Stinson, made a motion to approve Martha Beadle, Daniel Bishop and Steve Dahl. **Motion passed.**

10. **Other business** –

David Van Buren, who will be retiring June 1, 2013, gave an update on the status of the graduate dean position after June 1, 2013. Currently there are discussions being held on whether the graduate dean position would be included in the Associate Vice Chancellor position. It may be repositioned and retitled but not exactly clear where or what the title would be. Discussion ensued. There was concern expressed that graduate studies would need continuity and leadership during the search and screen/hiring process. Rob Hasker, seconded by Cheryl Banachowski-Fuller, made a motion that the Graduate Council Chair, Barb Barnet, enquire as to the plans to ensure continuity and leadership during the search and screen/hiring process. **Motion passed.**

**Information only –**

1. **2012-2013 Assessment Report Schedule:**

   - 2012
     - September 20 – None
     - October 18 – Criminal Justice – Cheryl Banachowski-Fuller
     - November 15 – Distance Education Leadership – Candace Croft
     - December 13 – Project Management – Bill Haskins
   - 2013
     - January 31 – Integrated Supply Chain Management – David Heimerdinger
     - February 21 – Master of Science in Education – Karen Stinson
       - M.S.E.: Adult Education – Patricia Bromley
     - March 21 – Computer Science – Rob Hasker
     - Engineering, Jill Clough
     - April 18 – Counseling Psychology – Jovan Hernandez
     - May 9 – Organizational Change Leadership – Elizabeth Lucas
       - M.S.E.: English Education – Yuanyuan Hu

   - 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 2012-2013 Meeting Schedule**

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Subcommittee meets 2:30-3:00 p.m. in 2007 Ullsvik.
Grad Council meets 3:00-5:00 p.m. in 2007 Ullsvik.

**GRADUATE COUNCIL MEMBERSHIP 2012-2013**

**PROGRAM AREAS:**

- Computer Science
- Rob Hasker – graduate program
- Counseling Psychology
- Jovan Hernandez – elected faculty (term expires end of 2014 summer)
- Criminal Justice
- Cheryl Banachowski-Fuller – graduate program
Distance Education Leadership

Candace Croft - Graduate program

Engineering

Jill Clough – graduate program

Integrated Supply Chain Management

David Heimerdinger – graduate program

Master of Science in Education

Karen Stinson – graduate program

Organizational Change Leadership

Elizabeth Lucas (Christine Storlie will be filling in while Elizabeth is on maternity leave) – graduate program

Project Management

D. William Haskins – graduate program

At-Large Representatives

Barb Barnet – elected faculty (term expires end of 2013 summer session)

Wendy Brooke – elected faculty (term expires end of 2014 summer session)

Susan Hansen – elected faculty (term expires end of 2014 summer session)

Graduate Student Representative

Christopher Hanegraaf - elected graduate student (term expires end of 2014 summer session)

EX OFFICIO MEMBERS:

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

John Berg – Information Services

Dawn Drake – Director of the Distance Learning Center