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

Members Present:
PROGRAM AREAS:
   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
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)
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

Visitor Present – William McBeth.

Barb Barnet opened the meeting at 3:03 p.m.

Minutes –

1. Approval of the minutes from the February 21, 2013 meeting.
   The minutes were unanimously approved on a motion by Cheryl Banachowski-Fuller and seconded by Jovan Hernandez.

2. Second reading - Master of Science in Education (teaching) program reorganized – Bill McBeth.
   From the February 21, 2013 Graduate Council minutes: “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:
      o reading,
      o reading specialist,
      o cross categorical special education and
      o 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.*

William McBeth was present to answer questions. Reorganization approved on a motion by Wendy Brooke and seconded by David Heimerdinger.

3. **Second reading – DEL (Distance Education Leadership) 7640, Talent Development in Virtual Education, 3 credits, effective fall 2013 – Candace Croft and Penny Lorenzo.**

   **Catalog Description:** Students in this course will examine the ever-changing cultural and technological environment of education as it relates to tools used by higher education administrators the tools to develop talent among their faculty/staff and provide relevant professional development opportunities. Course content will include technologies to master the craft of teaching, scaffolding practices, professional needs assessment and goal setting, continuous performance appraisals, and various professional development activities, such as peer review/mentoring, teaching circles, best practice share sites, and online conferences.

   Susan Hansen was present to answer questions. Course was approved on a motion by David Heimerdinger and seconded by Wendy Brooke.

4. **Permission to develop – DEL (Distance Education Leadership) 7210, Leadership and Organizational Excellence in the Virtual World, 3 credits, effective January 2014 – Candace Croft and Keith Smith.**

   **Catalog description:** Leadership and Organizational Excellence will cover current and trending theory and practice in the arenas of organizational leadership, organizational behavior and performance, and organizational change/development. Topics will include the review and application of various leadership models; key elements of, and models for, organizational high performance; principles for successful organizational change; and integration of leadership-organization practice. Learning activities will include, but not be limited to, class discussion of these topics, review and personal application of various models, and exploration of special topics, as applicable to virtual education.

   Susan Hansen presented and answered questions. Permission to develop was approved on a motion by Cheryl Banachowski-Fuller and seconded by Jill Clough.

5. **Permission to develop – DEL (Distance Education Leadership) 7990, Capstone, 3 credits, effective January 2014 – Candace Croft.**

   **Catalog description:** Students will draw upon and synthesize knowledge and skills of distance education learned throughout the program by applying it to a topic or case study as assigned. This course is designed for the final course of the program.

   Susan Hansen presented and answered questions. It was decided to change the course number from 7990 to 7840. David Heimerdinger made a motion to waive the second reading for both DEL 7840 and BUSADMIN 7840, motion passed. **DEL 7840 was approved** on a motion by Cheryl Banachowski-Fuller and seconded by Jovan Hernandez.
6. **Permission to develop – BUSADMIN (Business Administration 7840, Capstone, 3 credits, effective spring 2013 – Susan Hansen.**

   **Catalog description:** Students will draw upon and synthesize knowledge and skills learned throughout the program by applying it to a topic or case study as assigned. This course is designed for the final course of the program.

   Susan Hansen presented and answered questions. **BUSADMIN 7840 was approved** on a motion by David Heimerdinger and seconded by Jill Clough.

7. **Second readings for BUSADMIN (Business Administration) 7500, Organizational Development, 3 credits, effective fall 2013; and BUSADMIN (Business Administration) 7530, Organizational Theory, 3 credits, effective fall 2013 – Elizabeth Lucas.**

   **From the December 13, 2012 Graduate Council minutes:**

   “NOTE: items #2 and #3 were handled together.

2. **Permission to develop - BUSADMIN (Business Administration) 7500, Organizational Development, 3 credits, effective fall 2013 – Elizabeth Lucas.**

   **Catalog description:** Organizational Development (OD) is a conscious, planned process of developing an organization’s capabilities so that it can attain and sustain an optimum level of performance as measured by efficiency, effectiveness, and health. Through the process of OD, we attempt to bring about successful change efforts in individual employees, groups and teams, inter-groups, and organizations as well. **P: BUSADMIN 5530 Organizational Behavior & BUSADMIN 7330 Introduction to Organizational Change Leadership.**

3. **Permission to develop - BUSADMIN (Business Administration) 7530, Organizational Theory, 3 credits, effective fall 2013 – Elizabeth Lucas.**

   **Catalog description:** This course builds on the material covered in Organizational Behavior by introducing students to organizational theory and behavior from a policy and management perspective. The literature on organization theory addresses questions about the external environment within which organizations operate as well as the strategies and processes that are adopted by organizations in response to their environment. **P: BUSADMIN 5530 Organizational Behavior & BUSADMIN 7330 Introduction to Organizational Change Leadership.**

   Elizabeth Lucas presented and answered questions. Discussion was held concerning the catalog description for 7500. Rob Hasker remarked that he doesn’t really describe the course. David Heimerdinger reminded them that this is for permission to develop and that the catalog description will evolve as the course is developed.

   Regarding 7500 – Susan Hansen, seconded by Rob Hasker, made a motion to approve for development with a request that a revised course description be submitted for next month’s meeting. Motion passed unanimously.

   Discussion was held regarding the 7530 catalog description. The line “The literature on organization theory address…” was changed to “The course addresses…”.

   Regarding 7530 – Rob Hasker, seconded by Karen Stinson, made a motion to approve for development with description rewrite. Motion passed unanimously.

   Susan Hansen was present to answer questions. **BUSADMIN 7500 and BUSADMIN 7530 were approved** on a motion by Jill Clough and seconded by Susan Hansen.

8. **Permission to develop – CRIMLJUS (Criminal Justice) 7340, Cyber-Crime, 3 credits, effective spring 2014 – Cheryl Banachowski-Fuller.**

   **Catalog Description:** This course will examine the forms and extent of crimes committed by computer and Internet and how these types of crimes challenge traditional approaches of investigation and prosecution. Topics will include 4th Amendment aspects of computer and cyber-crimes, the law of electronic surveillance, computer hacking, online fraud, cyber-bullying, and other computer crimes as well as encryption, online economic espionage and cyber-terrorism.
Cheryl Banachowski-Fuller asked that this item be moved to the April agenda.

   Rob Hasker could not attend this meeting due to illness. This item will be moved to the April agenda.

    Jill Clough handed out her assessment report. Jill went through the report and answered questions. This item for information only; thus no action was taken. Discussion was held regarding the assessment report schedule. It was suggested that there could be a “spotlight” at meetings where a program could give an update on what’s happening in their area. It was also suggested that maybe instead of giving an assessment report every year one could be given every two years. This will be placed on the agenda for April.

The Request for Admission to the Graduate Faculty Subcommittee met at 2:30 p.m. today. Present was Jill Clough and Cheryl Banachowski-Fuller.

11. Request for admission to the Graduate Faculty – provisional membership – one year –
   • Sara Baillie – Continuing Education – beginning spring 2013 and expiring end of fall 2013.
     o TEACHING 6530E, Current Topics in Education: Ethics for Behavior Analysts.
     o TEACHING 6530E, Current Topics in Education: Research Design for Behavior Analysts.
     o TEACHING 6530E, Current Topics in Education: Applied Behavior Analysis.
     o TEACHING 6530E, Current Topics in Education: Supervised Field.
   • Kathy Jochman – Continuing Education – beginning spring 2013 and expiring end of fall 2013.
     o TEACHING 6530E, Current Topics in Education: Teaching Methods.
   • Phil Thomas – Continuing Education – beginning spring 2013 and expiring end of fall 2013.
     o TEACHING 6530E, Current Topics in Education: Bricklaying Exploratory Course for Educators.

Cheryl Banachowski-Fuller, seconded by Jill Clough, made a motion to approve Sara Baillie, Kathy Jochman and Phil Thomas for provisional membership of one year. Motion passed.

12. Request for admission to the Graduate Faculty – provisional membership – three years –
   • Kim Chappell – Continuing Education – beginning spring 2013 and expiring end of fall 2015.
     o TEACHING 6530E, Current Topics in Education: Teaching Elementary Math Conceptually.
   • Julie Pluemer – Continuing Education – beginning spring 2013 and expiring end of fall 2015.
     o TEACHING 6530E, Current Topics in Education: Curriculum and Course Construction.
   • Larry Shyers – Continuing Education – beginning spring 2013 and expiring end of fall 2015.
     o TEACHING 6530E, Current Topics in Education: Ethics and Safety in Education.

Jill Clough, seconded by Cheryl Banachowski-Fuller, made a motion to approve Kim Chappell, Julie Pluemer and Larry Shyers for provisional membership of three years. Motion passed.

13. Other business – None.
Meeting was adjourned at 3:31 p.m. on a motion by David Heimerdinger and seconded by Susan Hansen.

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 – Engineering, Jill Clough
     - April 18 – Counseling Psychology – Jovan Hernandez
       - Computer Science – Rob Hasker
     - 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