The Graduate Council met Thursday, November 21, 2013 at 3:00 p.m. in 2007 Ullsvik Hall.

Members Present:

PROGRAM AREAS:
- Criminal Justice
  Cheryl Banachowski-Fuller – graduate program
- Distance Education Leadership
  Julie Kimbler - graduate program
- Engineering
  Lisa Riedle – graduate program
- Integrated Supply Chain Management
  David Heimerdinger – graduate program
- Master of Science in Education
  Karen Stinson – graduate program
- Organizational Change Leadership
  Caryn Stanley – graduate program

At-Large Representatives
- Barb Barnet – elected faculty (term expires end of 2015 summer session)
- Susan Hansen – elected faculty (term expires end of 2014 summer session)

Graduate Student Representative
- Heidi Bredeson - elected graduate student (term expires end of 2014 summer session)

EX OFFICIO MEMBERS:
- Dominic Barraclough – Director of the School of Graduate Studies
- John Berg – Information Services
- Dan Avenarius – Director of the Distance Learning Center (replaced Dawn Drake)

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

Announcements –

1. Reminder – the Admission to Graduate Faculty Subcommittee will be meeting Thursday, October 17, 2013 in 2007 Ullsvik Hall, 2:30 p.m. – 3:00 p.m. – all members of the Graduate Council are invited to participate.

   Request for Admission to the Graduate Faculty Subcommittee Meeting Schedule:
   September 19, 2013 – Qi Yang and Barb Barnet
   October 17, 2013 – Jovan Hernandez and Wendy Brooke
   November 21, 2013 – Cheryl Banachowski-Fuller and Susan Hansen
   December 12, 2013 – Julie Kimbler and Heidi Bredeson
   January 30, 2014 – Lisa Riedle and Qi Yang
   February 20, 2014 – David Heimerdinger and Jovan Hernandez
   March 27, 2014 – Karen Stinson and Cheryl Banachowski-Fuller
   April 17, 2014 – Caryn Stanley and Julie Kimbler
   May 8, 2014 – Bill Haskins and Lisa Riedle
Minutes –

1. Approval of the minutes from the October 17, 2013 meeting.
   Minutes were approved on a motion by Karen Stinson and seconded by Heidi Bredeson.

   Karen Stinson presented and answered questions. David Heimerdinger made a motion to approve, seconded by Caryn Stanley and motion passed.

3. APC 6 year Review Cycle & Schedule – Barb Barnet & Dominic Barraclough
   Barb Barnet & Dominic Barraclough presented and discussion by the council.
   • Cheryl Banachowski-Fuller made the first motion to use the same Form B as the undergraduate programs. Seconded by Lisa Riedle and the motion passed.
   • Cheryl Banachowski-Fuller made the second motion to have the graduate programs complete Form B, the form would go through the 4 committees and be returned to Graduate Council. At that time Graduate Council would summarize Form B and give feedback to the APC. Seconded by Julie Kimbler and the motion passed.
   • The APC 6 Year Review Cycle for the Graduate Programs is as follows:
     Group 1 – 2013 – 2015 – Counseling Psychology
     Group 2 – 2014 – 2016 – Computer Science
     Group 4 – 2016 – 2018 – none
     Group 5 – 2017 – 2019 – Criminal Justice
     Teacher Education
     Group 6 – 2018 – 2010 – Distance Education Leadership
     Integrate Supply Chain Management
     Organizational Change Leadership
     Project Management

4. Request for admission to the Graduate Faculty – provisional membership – one year –
   • Jennifer Drewry – Distance Education Leadership – beginning spring 2014 and expiring end of fall 2014.
     o DEL 7410, Educational Policy, Law & Ethics in the Virtual Environment
     o DEL 7910, Critical Issues in Virtual Education
   • Alexander Grosholz – Distance Education Leadership – beginning fall 2014 and expiring end of summer 2015.
     o DEL 7610, Virtual Team and Project Management
   • Mary Canty Merrill – Business Administration – beginning spring 2014 and expiring end of fall 2014.
     o BSAD 5350, Organizational Behavior
   • Diana Moore – Distance Education Leadership – beginning fall 2014 and expiring end of summer 2015.
     o DEL 7640, Talent Development in Virtual Environment
• **Bonnie Osness** – Continuing Education – beginning fall 2014 and expiring end of summer 2015.
  o TEACHING 6530E, Curriculum & Course Construction #50

• **Jeanne Williams** – Continuing Education – beginning fall 2013 and expiring end of summer 2014.
  o TEACHING 6530E, Curriculum & Course Construction #50

• **Elizabeth Yagodzinski** – Distance Education Leadership – beginning fall 2014 and expiring end of summer 2015.
  o DEL 7120, Academic Administration in the Virtual Environment

  Cheryl Banachowski-Fuller, seconded by Susan Hansen, made a motion to approve everyone for the one year provisional membership. Motion passed.

5. **Request for admission to the Graduate Faculty – provisional membership – three years** –
• **Melissa Gavin** – Media – beginning spring 2014 and expiring end of fall 2016.
  o MEDIA 5010, Business Communication

• **Ann Krebs Byrne** – Teaching – beginning spring 2014 and expiring end of fall 2016.
  o TCHG 7130, Improving Instructional Effectiveness

• **Dennis Pantazis** – Engineering – beginning fall 2013 and expiring end of summer 2016.
  o ENGRG 6230, Structural Steel Design
  o ENGRG 7220, Dynamics of Structures

  Susan Hansen, seconded by Cheryl Banachowski-Fuller, made a motion to approve everyone for the three year provisional membership. Motion passed.

7. **Trial Enrollment status – Dominic Barraclough**

  Dominic Barraclough discussed the problems of admitting student under trial enrollment and the wording in the catalog.

  The current catalog states:

  • Trial Enrollment - Students who do not qualify for admission in full standing may be admitted on trial enrollment. Trial enrollment admission status is to be used only in extraordinary cases. Admission as a trial enrollee must be justified by the admitting department and approved by the dean of the School of Graduate Studies. Each program determines the number of credits contained in its trial enrollment period, up to nine credits of graduate course work. After a student has completed the minimum (as specified by their program area), the faculty in the program area recommend that the student's status be changed to full standing, probation, or dismissal. The credits earned while on trial enrollment may be counted toward a degree if approved by the faculty in the program area.

A motion was made by Cheryl Banachowski-Fuller and seconded by Karen Stinson to change the last sentence from: “The credits earned while on trial enrollment may be counted towards a degree if approved by the faculty in the program area” TO “The credits earned while on trial enrollment will be counted towards a degree if approved by the faculty in the program area”

Motion passed.

The Counseling Psychology will be discussing their assessment report on February 20, 2014 Graduate Council meeting

Motion to adjourn made by David Heimerdinger and seconded by Heidi Bredeson. Motion passed. Meeting was adjourned at 4:00 p.m.

**Information only** –

1. **2013-2014 Assessment Report Schedule:**

   - 2013
     - October – School of Education
     - November –
     - December –
   - 2014
     - January –
     - February – Counseling Psychology
     - March –
     - April –
     - 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.

2. **NEW 2014-2016 Graduate Catalog starts updates in December**

3. **OCL new courses**

   - OCL 7940 Special Topics in Organizational Change, effective 1/1/2014, 3 credits
   - OCL 7980 Independent Study in Organizational Change, effective 1/1/2014, 1-3 credits
   - OCL 7990 Thesis Research, effective 1/1/2014, 3 credits

4. **OCL – Change in course designation from BUSADMIN to OCL – all effective 1/1/2014**

   - BUSADMIN 7200 Strategic Thinking and Change
   - BUSADMIN 7330 Organizational Change Leadership: Theory and Practice
   - BUSADMIN 7380 Conflict Resolution and Negotiation
   - BUSADMIN 7400 Creative Problem Solving
   - BUSADMIN 7500 Organizational Development
   - BUSADMIN 7530 Organizational Theory
   - BUSADMIN 7840 Capstone

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**Graduate Council 2013-2014 Meeting Schedule**

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Engineering
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