The Graduate Council will meet Thursday, March 27, 2014 at 3:00 p.m. in 2007 Ullsvik Hall.

**Members Present:**
**PROGRAM AREAS:**
- Computer Science
  - Qi Yang – graduate program
- Counseling Psychology
  - Jovan Hernandez – elected faculty (term expires end of 2014 summer)
- Criminal Justice
  - Cheryl Banachowski-Fuller – graduate program
- Distance Education Leadership
  - Julie Hewitt - 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
  - Caryn Stanley – graduate program
- Project Management
  - D. William Haskins – 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
  - Robert Harbin - elected graduate student (term expires end of 2014 summer session)

**EX OFFICIO MEMBERS:**
- Dominic Barraclough - Director of the School of Graduate Studies
- Dawn Drake – Director of the Distance Learning Center

Barb Barnet opened the meeting at 3:00

**Announcements –**

1. **Reminder – the Admission to Graduate Faculty Subcommittee will be meeting Thursday, March 27, 2014 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 Brooks
   - 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 Bill Haskins
   - March 27, 2014 – Karen Stinson and Cheryl Banachowski-Fuller
   - April 17, 2014 – Caryn Stanley and Julie Hewitt
   - May 8, 2014 – Bill Haskins and Jill Clough
Agenda –

1. Approval of the minutes from the January 30, 2014 meeting.
Minutes were approved on a motion from David Heimerdinger and seconded by Cheryl Banachowski-Fuller.

2. Approval of the minutes from the February 20, 2014 meeting.
Minutes were approved on a motion from Bill Haskins and seconded by David Heimerdinger.

3. First Reading - Teaching 7470 Administration of Special Education & Pupil Service – Karen Stinson (Dan Leitch)
   Course description: This course provides P-12 administrators or administrative candidates instruction and practice at the district level with assessment, planning, and coordination of district-level exceptional education and also pupil services.
   Karen Stinson presented information concerning the new course.

4. Second Reading - Teaching 7450 Advanced Special & Regular Education Curriculum, Technology, Staff Development & Assessment – Karen Stinson (Dan Leitch)
   Course description: This course will address the responsibilities of a Director in Special Education in interacting with other administrators, parents, students and the community with curriculum and instruction, staff development, and overall program coordination around these topics.
   Karen Stinson presented information and answered questions concerning the new course. Cheryl Banachowski-Fuller made a motion to approve, seconded by Susan Hansen. Motion passed.

5. Second Reading - Teaching 7460 Administration – Director of Instruction – Karen Stinson (Dan Leitch)
   Course description: This course will address the duties and responsibilities of the position of Director of Instruction including interacting with other administrators, parents, students and the community with curriculum and instruction, staff development and overall program coordination around these topics.
   Karen Stinson presented information and answered questions concerning the new course. Cheryl Banachowski-Fuller made a motion to approve, seconded by Susan Hansen. Motion passed.

6. Teaching 6530E – MediaBlender name change to Creating Project Based Learning with Multimedia – Stephen Zvolner & Beth Thomas
   Information only.

7. Request for admission to the Graduate Faculty – associate membership –
   Motion to approve was made by Cheryl Banachowski-Fuller, seconded by Karen Stinson. Motion passed.

8. Request for admission to the Graduate Faculty – provisional membership – one year –
   - Kim Carpenter – Continuing Education – beginning spring 2014 and expiring end of fall 2014
     - TCHG 6530E, Curriculum in Language Remediation
   - Kori Cherney – Counseling Psychology – beginning fall 2014 and expiring end of summer 2015.
     - Counpsy 6630, Introduction to Professional Counseling
   - Patti Schaefer – Continuing Education – beginning spring 2014 and expiring end of fall 2014
     - TCHG 6530E, Preparing Elementary Science Teachers for the Next Generation Science Standards
   Motion to approve was made by Karen Stinson, seconded by Cheryl Banachowski-Fuller. Motion passed.
9. Request for admission to the Graduate Faculty – provisional membership – three year –
   - Kathryn Gettelman – Continuing Education – beginning spring 2014 and expiring end of fall 2017
     - TCHG 6530E, Educational Evaluation for Technical College Instructors
Motion to approve was made by Cheryl Banachowski-Fuller, seconded by Karen Stinson. Motion passed

10. Trial Enrollment Status – Dominic Barraclough
Dominic Barraclough presented information concerning the trial enrollment status and financial aid. The council discussed the information and concluded that more information from Financial Aid is needed.

11. March Assessment Report – Criminal Justice – Cheryl Banachowski-Fuller
Cheryl Banachowski-Fuller presented the assessment report and answered questions. This item was information only.

12. Other business –
A) Independent study credits: wording in the Graduate catalog – Dominic Barraclough
   Discussion concerning the wording in the graduate catalog was changed into a motion by Karen Stinson. Karen proposed that Teaching change the number of independent study credits that can be applied to a degree to three credits. The motion was seconded by Jovan Hernandez and passed.

B) Mission of Graduate Studies: wording in the Graduate catalog – Dominic Barraclough
   Discussion concerning the listing of programs in the graduate catalog, under the Mission of Graduate Studies. David Heimerdinger made a motion to remove the listing of programs in Mission of Graduate Studies, seconded by Caryn Stanley. Motion passed

Meeting was adjourned at 3:50 pm on a motion by Bill Haskins and seconded by Caryn Stanley.

Information only –

1. 2013-2014 Assessment Report Schedule:
   - 2013
     - October – School of Education
     - November –
     - December –
   - 2014
     - January – Engineering – tentative discussion
     - February –
     - March – Criminal Justice
     - April – Engineering
     - May – Counseling Psychology

   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. 2014-2015 Assessment Report Schedule:
   - 2014
2015
- January – ISCM
- February – OCL
- March –
- April – Project Management
- May –

**Graduate Council 2013-2014 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 2013-2014**

**PROGRAM AREAS:**
- **Computer Science**
  - Qi Yang – graduate program
- **Counseling Psychology**
  - Jovan Hernandez – elected faculty (term expires end of 2014 summer)
- **Criminal Justice**
  - Cheryl Banachowski-Fuller – graduate program
- **Distance Education Leadership**
  - Julie Hewitt - graduate program
- **Engineering**
  - Jill Clough – graduate program
- **Integrated Supply Chain Management**
  - David Heimerdinger – graduate program
- **Master of Science in Education**
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    - Susan Hansen – elected faculty (term expires end of 2014 summer session)
  - Graduate Student Representative
    - Robert Harbin - graduate student (term expires end of 2014 summer session)

**EX OFFICIO MEMBERS:**
- Dominic Barracough, Director of the School of Graduate Studies
- John Berg – Information Services
- Dawn Drake – Director of the Distance Learning Center