

## Graduate Council Minutes

September 27, 2006

Alumni Room, Davies Center

**Members Present:** Phillips (Chair), Amdahl, Christian, Dempsey, Dock, Erffmeyer, Gallaher, Gonyo, Mann, Moore, Polnaszek, Rhoades, Shaddock, Solberg, Sutton, Wendt, Zwygart-Stauffacher

**Special Guests:** Mary Ellen Alea

1. The meeting was called to order by Interim Dean Andrew Phillips at 3:00 p.m.
2. Each committee member introduced themselves.
3. Announcements regarding graduate school fairs and recruitment:
  - Thursday, October 19<sup>th</sup> is UWEC's Graduate School Fair – Please make sure that your program gets registered.
  - Lindsay Heiser, a graduate assistant from the MA-English program, will be representing UWEC at the University of Minnesota (10/11) and UW-LaCrosse (10/18) graduate school fairs. If you would like her to display any materials for your program, please deliver the materials to Graduate Studies by the first week of October.
  - A representative could be sent to the National McNair Scholars meeting in Delavan, if anyone is interested.
  - Correspondence will be sent to all UWEC seniors (with minimum GPA of 2.25) encouraging them to consider applying to one of our graduate programs.
4. Announcement regarding recent program changes:
  - A new program code of MEPD-Library Science has been added. The program has existed, but they now have their own code so we can identify this specific group of students from the other students in the MEPD program.
  - The program title for two of the role preparations in Nursing will be changed from “Clinical” to “Nurse Practitioner” to more accurately reflect the programs of study (program codes will remain the same). An additional program code will be added with the title of “Adult Health-Clinical Nurse Specialist.” In the past this option has fallen under the umbrella title of “Clinical.”
  - As part of our institutional accreditation with the Higher Learning Commission (HLC), Mary Ellen Alea visited the Council to review the changes within Graduate Studies since the last accreditation. In particular, her HLC subgroup (Group 9: Response to Concerns) was asking if and why it was a good decision to recentralize the graduate programs. Overall, the committee members were very positive about the move to a more centralized graduate system, suggesting that there is more coherence. As far as Graduate Council, members suggested that the committee has become more productive. Two suggestions for future improvement:
    - 1) Graduate programs should have a more defined vision.
    - 2) A degree audit system for graduate students would be helpful to both advisers and students. The Registrar noted that this would be possible; however, all programs would need to have a more set list of course requirements.Dean Phillips noted that our mission and objectives would be discussed later in the meeting, and that we would discuss degree audit planning at a future meeting.
  - The Department of Public Health Professions will not be offering their Health & Aging Services Administration (HASA) certification in 2006-07. We have not been informed of their future intentions.
  - All forms for the graduate program are now available on the Graduate Studies website, including a new “Application for Approval of Preadmission Credits.” Please use these forms.
5. The minutes of May 17, 2006, were approved as written.
6. Dean Phillips asked the committee to review his suggested updates to the next graduate catalogue. A very productive discussion took place. The Dean asked that members take time to thoroughly review his edited comments for continued discussion at future meetings. Some of the suggested catalogue updates included:
  - Remove specific names of contacts (where possible), and suggest a general department or office to contact.
  - Include the mission of the graduate program.
  - Create and add objectives/goals of the graduate program.
  - Add description and purpose of Graduate Council.
  - Remove statements that are often repeated throughout catalogue, such as “Minimum of 30 graduate credits required, with at least 15 credits in graduate only (700-level) coursework.”
  - Update individual program requirements for the written comprehensive exam, thesis, oral exam, etc.
  - The “Enrollment of undergraduates” section brought up several questions. This discussion will need to be continued.

The meeting adjourned at 4:50 p.m.

Respectfully submitted,

Nancy Amdahl  
Secretary to the Graduate Council  
October 4, 2006