**Graduate Council Minutes**  
April 19, 2017  
Chancellors Room, Davies Center

**Members Present:** Hoffman (Chair), Amdahl (Secretary), Cassidy, Elledge, Havholm, Jansen, Koroghlanian, Mann, Manning, Orwig, Penzkover, Terrell, Tusing, VanWormer, Vaughan  
**Guests:** J. Goodman, R. Shinno

The meeting was called to order by Interim Dean Mary Hoffman at 3:02 p.m.

1. **Graduate Program Review: Department of History**
   - John Mann, current Graduate Program Director in History, and Jeff Goodman, a member of the Internal Review Committee, were both available for questions.
   - Dean Hoffman read recommendations from the Program Review form and asked members to vote if they agree or disagree:
     - Consider strategies for funding graduate student travel – agreed. This issue is not unique to History.
     - Increase use of graduate recruitment strategies – agreed.
     - Consider value of the non-thesis option – agreed.
     - Consider alternative funding/revenue model for graduate program – agreed.
     - More aggressive marketing – agreed.
     - Vital to fill full-time position faculty position in public history – agreed. All positions must be considered within the overall hiring decisions of the academic master plan, but the Public History faculty position is identified as a priority for the MA-History program.
     - Create two distinct tracks (thesis and non-thesis) within the MA in History – agreed. History has already made the change to the Research Paper course (HIST 795), so this final paper will no longer be treated like a thesis. The IRC and members of the GC noted that the non-thesis option might be more appropriate for some students.
     - Narrow geographic focus – Mann expressed that narrowing the program would weaken the program. It was determined that a careful discussion of this curricular issue is needed within the department. The GC decided not to vote on this issue.
   - The motion to “agree” that the Department of History continue in present form was unanimous.
   - Hoffman thanked members of the Department of History and IRC for attending our meeting, and thanked Goodman and his IRC colleagues for their thorough review.

2. **The minutes of December 14, 2016, were approved as distributed.**

3. **Consider Motion to Suspend MSE-Special Education program**
   - The College has not admitted any new students to the MSE-SPED program for several years. There are not enough faculty to offer the coursework the graduate students would need. Although we know there is a shortage of SPED teachers across the state and we are not satisfying our mission of meeting the regional needs, we cannot currently offer this program.
   - School Psych has some cross-listed SPED courses, but this should not be an issue.
   - Hearing no objections, the motion to suspend the MSE-SPED program was approved.

4. **Consider Motion to Suspend Adult Learning Graduate Certificate**
   - This certificate was created with the intention to help health care and business professionals who do training. Several of the education faculty retired shortly after the certificate was approved, so the courses were never offered. Specific educators would need to offer these unique courses.
   - Hearing no objections, the motion to suspend the Adult Learning Graduate Certificate was approved.
5. Announcements:
- Proposals for new graduate programs, suspensions, reinstatements and other curricular issues still need to come through Graduate Council, as specified in Bylaws. However, when a change to an existing graduate degree program has been approved by the affiliated department and college, the college dean’s office is required to post the change for 15 days. Is it necessary for these kinds of degree program changes (such as those mentioned below) to come through Graduate Council as well? Here are some program changes that have recently been approved by their college:
  - History has discontinued the option for students to complete a research paper as their exit option. They will continue to offer two options: 1) Complete 30 credits which includes 6-credits of HIST 799 (thesis option), or 2) Complete 33 credits (non-thesis option).
  - CSD has discontinued the written comp exam requirement from their MS-CSD program. However, all students will be required to satisfy an oral comp exam. Those who opt to write a thesis will be required to satisfy an oral comp exam (defense) of their thesis.

It was determined that it is not necessary for minor changes to existing graduate degree program requirements to come through for Graduate Council approval, such as the two examples above.

- The bookstore has approved the rental of undergraduate course textbooks for GA’s who are assisting faculty with a particular course. In the past, graduate students were not allowed to rent these textbooks since graduate students do not pay the rental fee assessed to u/g students. An attempt should be made to obtain a free desk copy from the publisher. If no luck, the professor should contact the bookstore. There must be sufficient copies for all u/g students enrolled in the course before GA’s are allowed to rent copies.

- The Distinguished Master’s Thesis Presentation will be held at 1:00pm on May 2 in Centennial Hall. Josh Bauer, a graduate from the MA-English Writing degree program, will be presenting his winning thesis. All are invited and encouraged to attend this graduate student event.

- In preparation of the upcoming HLC visit, be aware that we will need to clearly identify how u/g and graduate objectives are different in dual-numbered courses. You may want to consider eliminating the graduate level of any dual-numbered courses that have not recently had graduate students enrolled.

- Please consider attending the candidate interviews for the AVC and Graduate Dean position.

6. Other Business – None

The meeting adjourned at 3:52 p.m.

Respectfully submitted,
Nancy J. Amdahl
Secretary to the Graduate Council
April 20, 2017

*Copies of the handouts distributed at GC meetings may be obtained from the Office of Graduate Studies.