Graduate Council Minutes
October 20, 2010
Presidents Room, Davies Center

Members Present: Wick (Chair), Amdahl, Anderson, Erffmeyer, Figg, Havholm, Hoadley, Jadack, Jansen, Kirschling, Loomis, Morrison, O’Connell, Pederson, Pollitz, Quinn, Scukanec, Solberg, Stadler, Stephens, Wald, Wood

Guests: J. Aminpour, C. Koroghlanian

The meeting was called to order by Dean Michael Wick at 3:02 p.m.

1. The minutes of September 22, 2010, were approved as written.

2. ANNOUNCEMENTS FROM DEAN WICK:
   - Please participate in the upcoming Dean of Graduate Studies (and Associate Vice Chancellor for Academic Affairs) search.
   - Thanks those who participated in the UWEC Graduate and Professional School Fair. Although the number of off-campus programs was down a bit this year (only 23 programs in 2010 vs. 25 in 2009 and 36 in 2008), the fair appeared to be successful for our students.
   - UW System has created a “Pricing of Graduate and Non-resident Tuition Working Group.” This group is expected to report their findings to UWS by the end of this year. Although Dean Wick is not part of this group, he offered to keep the GC members apprised if he hears of anything that comes from this group. They are likely to discuss the possibility of charging differential tuition to graduate students.

3. PROPOSED POLICY CHANGE ON COLLECTION OF TRANSCRIPTS (Draft policy was sent via email*):
   - Currently, ALL undergraduate and graduate transcripts are required to complete a graduate student’s application for admission. At the last meeting, the Council had expressed a desire to revise the policy so applicants would only be required to provide transcripts from institutions where a degree had been earned. However, after some discussion, it was recommended that we require transcripts for ALL GRADUATE coursework as well.
   - Advantages to change in policy: save time, save money (on transcripts), and simplify the application process for the students.
   - Students who took undergraduate course work at an institution where they did not obtain a bachelor’s degree would not be required to supply us with those transcripts. However, if they wish to have credits count toward the prerequisites to the program, such as the 30 CSD credits required in the MS-CSD program, they would need to supply those transcripts. However, the only undergraduate transcript(s) that Admissions would be requiring from the student would be from the institution(s) where the student earned a baccalaureate degree(s).
   - This policy varies across the UW System – some campuses require all transcripts, and others only require the transcripts from institutions where degrees have been earned.
   - Graduate and non-traditional students often have a difficult time obtaining older transcripts, especially those where just a few undergraduate college courses were taken and no degree was earned (such as while in high school or while serving in the military).
   - Director of Admissions, Kris Anderson, expressed some of her philosophical concerns about not collecting all transcripts.
   - Dean Wick offered to edit the proposal by adding ALL graduate transcripts and bring this new proposal to the next Graduate Council meeting.

4. PROPOSED REVISIONS TO 2011-13 GRADUATE CATALOGUE (Draft revisions were sent via email*):
   - A motion was made, and seconded, to approve the revision to the “Full Standing” description under “Status of Admission” for graduate programs, which is located in both the undergraduate and graduate catalogues. This revision is necessary since we changed our policy last year to no longer calculate the overall GPA of ALL undergraduate coursework, but instead use the GPA from the student’s
baccalaureate degree granting institution. After some discussion there was a friendly amendment to maintain the phrase that had been stricken in the proposed revision, which was “or whose GPA for the last half of undergraduate work is 2.90 or higher,” with the justification that some programs may still wish to calculate the applicant’s last half of u/g work on their own. In addition, an amendment was made, seconded, and unanimously approved to change the GPA for the last half of undergraduate work from 2.9 to 3.0. The initial motion, with these two approved amendments, was unanimously approved. Final statement, as approved:

**Full Standing:** Applicants whose undergraduate GPA from their baccalaureate degree granting institution is 2.75 (a grade of A equals four points) or higher or whose GPA for the last half of undergraduate work is 3.0 or higher may be admitted with full standing to a particular program upon recommendation of the Program Director, College Dean, and Graduate Dean. Additional requirements may be specified by particular degree programs.

- A motion was made, and seconded, to remove the “Cooperative Degree Programs in Educational Administration” section in the Undergraduate Catalogue. This section had already been removed from the 2007-2009 Graduate Catalogue, but was inadvertently missed from the undergraduate catalogue. The mention of this program is confusing to students because it appears as though there is an organized cooperative program between UWEC and UW-Superior and UW-Madison, but actually it’s just that UW-Superior offers one or two of their courses on our campus each semester and students may apply to UW-Superior to take these courses on our campus. These courses are not listed in our course schedule. UW-Madison has not been involved in this program for many years.

5. **OPENING DISCUSSION ON GRADUATE FACULTY STANDING:** Dean Wick distributed a handout on “Commission Guidance on Determining Qualified Faculty” from the Higher Learning Commission (HLC). Dean Wick suspects that our graduate faculty status may be examined more carefully by the HLC now that we have a doctorate program on our campus. Dean Wick will be going through HLC Reviewer Training and he also plans to attend the Council of Graduate Schools annual meeting in December, so should get a better feel for the expectations on graduate faculty standing by HLC and other accrediting bodies. Dean Wick also questioned whether the Council expects him to enforce on own standards on graduate faculty standing since he often receives requests for exceptions. The Council assured him that they do indeed expect graduate faculty to meet our requirements; however, if appropriate, occasional exceptions could be approved. Dean Wick pointed out that the HLC document that he distributed stated that qualified faculty consists of people who by formal education and tested experience know what students must learn, and have the “ability to convey” the essentials of the discipline to the students. Dean Wick asked that the Council members review the HLC criteria and see if and how this changes their thinking on our current criteria/policies on graduate faculty standing.

6. **OTHER BUSINESS:**
- Patricia Quinn announced the Critical Language Scholarship (CLS) Program, which offers intensive summer language institutes overseas in thirteen critical need foreign languages. Student may now apply for the 2011 Summer Session. The CLS Program is part of a U.S. government effort to expand the number of Americans studying and mastering critical need foreign languages. The application deadline is November 15, 2010. Please refer any interested candidates to Dr. Patricia Quinn (715-836-6046, quinnpa@uwec.edu, Old Library 2134).

The meeting adjourned at 4:07pm.

Respectfully submitted,

**Nancy Amdahl**
Secretary to the Graduate Council, November 2, 2010

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