Graduate Council Minutes
January 30, 2013
Chancellors Room, Davies Center

Members Present: Wick (Chair), Amdahl, Erffmeyer, Havholm, Hoadley, Jansen, Kudrna, Long, Scukanec, Stadler, VanWormer, Vaughan, Yanzick, Zinser

Guests: J. Bohl, K. Schick

The meeting was called to order by Dean Michael Wick at 3:00 p.m.

1. The minutes of December 19, 2012 were approved as written.

2. Announcements:

   a. ImageNow
      - Dean Wick announced that the campus is moving to ImageNow to process applications for admission.
      - J. Bohl and K. Schick from the Office of Admissions helped to explain the new process.
      - Those involved with the review process will be able to view the application and materials electronically.
      - Admissions and Registration have started to look at current work flow to make certain that it is efficient.
      - We talked about a model that would allow Admissions to collect ALL application materials. If so, the departments would no longer be responsible for collecting pieces of the application.
      - There would be one unique checklist of application materials needed for each program.
      - By implementing a model that all materials be sent to and scanned by Admissions, we will have immediate access to our applications.
      - It would be more of a “one stop shop” for students.
      - Admissions could tailor the UW-System application to your program, so we could avoid having two separate applications.
      - It would be very expensive for departments to purchase the license and hardware to scan and link materials to ImageNow themselves.
      - Currently, the student receives an email after they apply, which includes their username and pin number to check on the status of their application.
      - We started the LEAN mapping a few weeks ago, and we need to go live by June 15, 2013.
      - Concerns: At one time everything did come to Admissions, but it became overwhelming to Admissions so it came back to Nursing. Dean Wick expressed that we don't know what additional help it will require if Admissions collects all materials, but we have the support of the Provost. They may just need more student help with scanning. They also hope to gain a lot of efficiencies at the undergraduate level that should free up time.
      - Some of the graduate programs require letters of recommendation, so it would be great if there was a way for references to submit electronically. We will investigate some options, and see what others are using.
      - Workflow will automatically forward an application to the associated Graduate Program Director queue when an application is complete and ready for review.
      - There will not be a check-in and check-out process. Security may be customized on certain documents.
      - There will be two different work flows, one for undergraduate and one for graduate.
      - The Registrar’s Office will also be going paperless.
      - Dean Wick thought it sounded like a good thing, and thinks it will be a nice service to the students.
      - Digital imaging is not meant to take control or information away from the departments; hopefully, it will make our lives easier.
      - Let us know if you have any concerns.
      - We hope to build the expertise for ImageNow within, so we can rely on our own staff to help with questions and technical support.
b. Online MS-CSD: The online Master of Science in Communication Sciences & Disorders degree program will likely start in the summer of 2014. Students will only need to come to campus for two weeks—one week in the first summer and one week in the second summer. Otherwise, the program will be online.

c. National vs. Regional Accreditation:
   - As a follow-up from our last meeting, we checked with a few other UW campuses to see how they are dealing with baccalaureate degrees from nationally accredited institutions. Here’s what we learned:
     o UW-Green Bay: Decision is up to the program. They generally have not accepted baccalaureate degrees from nationally accredited universities.
     o UW-Milwaukee: When an application to a degree program is forwarded for review, a note is included to explain that the applicant has attended or graduated from a non-regionally accredited institution.
     o UW-Stout: There is no policy against it. They accept national accreditation from the Distance Education and Training Council Accrediting Commission (DETC), Accrediting Commission for Career Schools and Colleges (ACSC), and Accrediting Council for Independent Colleges and Schools (ACICS). Others are considered on a case by case basis after thoroughly examining the school.
     o UW-Whitewater: Only accepts from regionally accredited institutions.
   - Dean Wick asked that members talk to their colleagues and see where we want to go from here. If we believe this is an issue that we want to resolve, we can bring it back up. This will likely be a bigger issue at the undergraduate level. We are just anticipating that it will come up at the graduate level as well.
   - Currently, the Admissions Office verifies that all baccalaureate degrees are earned from regionally accredited institutions.

   - What is the difference between a Research Paper and a Thesis, and why do we offer both? This question has been asked of programs before, but we have not been able to form a standard definition. The last time this question was raised, we were asked to continue to offer the two different papers. The Research Paper option is available to students in Education, History, Psychology, MBA, and Special Education.
   - The revised manual was approved as written.

4. Add Continuing Education Offerings to Graduate Catalog
   - At our last meeting it was suggested that we include ALL graduate programs and certificates in the Graduate Catalog. Non-credit bearing certificates would not be included.
   - The Director of Student Education and Pupil Services (DSEPS) is a combination of courses that is licensed by DPI. It is credentialed by our university. Therefore, we will include this certification program in the Graduate Catalog.
   - The Adult Learning Certificate (ALC) will also be included in the Graduate Catalog, since it is a credit-bearing graduate certificate.

The meeting adjourned at 4:05 p.m.
Respectfully submitted,
Nancy J. Amdahl
Secretary to the Graduate Council
February 14, 2013

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