Graduate Council Minutes  
September 22, 2010  
Presidents Room, Davies Center

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

Guests:  J. Aminpour, C. Koroghlanian, L. St. Aubin-Whelihan

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

1. Dean Wick welcomed everyone back for the new academic year and expressed his appreciation to all members for their time and commitment to Graduate Council. A special welcome to the new committee members:
   - Diane Hoadley, Dean, College of Business
   - Allyson Loomis, Associate Professor, College of Arts & Sciences (serving for J. Shaddock on sabbatical)
   - Jordan O’Connell, MA-History, graduate student representative for College of Arts & Sciences
   - Evan Figg, MS-Communication Sciences & Disorders, graduate student representative for College of Education and Human Sciences

2. CAMPS ISSUES:
   - Defers: In CampS, a new student is only allowed to register for the semester they are accepted. If they don’t show up they semester they are scheduled to start, they will not be allowed to register for a future term unless they have notified us, and we have agreed to defer their start date. MBA students should contact Jan Stewart in the MBA Office, and all others should contact Nancy in Graduate Studies. We understand that not all programs will want us to defer enrollments, so we will process obvious requests and refer others to the appropriate Graduate Program Director/Coordinator.
   - We will not defer enrollment for a student unless they know for sure when they will be starting.
   - A student’s application for admission and application fee is good for four full semesters (two years) before they will be required to reapply or pay a new application fee.
   - We are creating a new “service indicator” to be used when a student is admitted before we have received a final transcript with proof of their baccalaureate degree. This service indicator would prevent the student from registering for any future term until an official transcript has been received by Graduate Studies.
   - Program Reclassifications (changing graduate program after a student has been admitted) will now be handled within Graduate Studies and the MBA Office (rather than Admissions). These don’t happen often—but most commonly for students switching within the same program – such as MA-English Literature to MA-Writing. A draft of the “Reclassification” form was sent to a few of the PD’s earlier today for testing.
   - There have been complications in CampS with switching Graduate Special Students to “accepted” to a program once the semester has started. Perhaps we need to enforce our preferred application deadlines, and encourage students to complete their applications BEFORE classes start. Students who submit late applications may need to remain as “Graduate Specials” for the current semester and delay their admission to the program to the following semester. The downfall with this plan is that Special Students are not eligible for financial aid. Please review the preferred application deadlines date that are published in the 2009-2011 Graduate Catalogue and on the Admissions website —are these reasonable?
   - We may also consider closing all applications for admission to the current semester once the semester has started, or even a week or two prior to the start of classes—forcing specials to remain as specials for that term and defer actual admission to program to the following semester.
   - We currently require ALL undergraduate and graduate transcripts from students applying for admission to a graduate program. We are investigating the possibility, advantages, and disadvantages of only requiring the official transcripts from any institution that granted their bachelor’s degree(s), master’s degree(s), or other higher degree(s), and from any institutions where they have completed graduate course work that the student may wish to be considered for transfer credit into their graduate program here at UWEC. It was suggested that we may want to mention that additional transcripts may be required for licensure or other reasons.
   - The CSD Program Coordinator expressed a desire to continue requiring all transcripts, but others at the table seemed to be satisfied with only requiring the minimal transcripts (mentioned above).

3. UPDATES ON GRADUATE NURSING PROGRAMS (per Debra Jansen, Interim Associate Dean):
- The MSN program currently has four role preps--nurse practitioner, clinical nurse specialist, administration, and education; and two specializations in adult health or family health (now being referred to as the “population focus”). Except for the Nurse Education role prep, the Summer of 2011 will be the last term that students will be able to apply for the other MSN programs. The MSN-Nurse Educator role prep will continue to be available for those going on for their PhD.
- Beginning with the 2012 Summer Session, those who wish to pursue a graduate degree as a nurse practitioner, clinical nurse specialist, or administrator need to apply to the DNP program.
- By 2015, the American Association of Colleges of Nursing (AACN) has determined that the DNP will be the graduate degree for advanced practice nurses, including clinical nurse specialist, nurse practitioners, and nurse administrators.
- The post-master’s option for the DNP program started this past summer with 16 students.
- The post-baccalaureate option for the DNP program will be available for the first time with the 2012 Summer Session.
- The adult health specialization (or population focus) now involves more gerontology.
- The nursing program will be going for accreditation this year.

4. PROPOSED UPDATES TO 2011-2013 GRADUATE CATALOGUE:
- Add revised mission statement.
- Change reference of “master’s degree” to “graduate degree (program)” in three places -- under the “Graduation,” “Duration and Time Limits of Graduate Programs,” and the “Mission Statement” sections.
- Under the “Admissions Procedure” we plan to remove the two sentences about applying to the MAT programs and the PPST exam since we no longer have any active MAT programs.
- We plan to add a comment about the priority date of March 1 for the Graduate Assistantship/Fellowship application under the “Admissions Procedure” and “Assistantships and Fellowships” sections.
- Rework the calculation of the undergraduate GPA under the “Status of Admission” section. Graduate Studies will supply a draft of this proposed revision for review at a future GC meeting.
- The graduate courses that were pre-requisites for other graduate courses were carried over from Bridge to CampS, but the undergraduate pre-requisites did not automatically carry-over. Therefore, Barbara Arnold has been meeting with each department to discuss whether they prefer to have the U/G pre-requisites listed on their graduate courses in the catalogue and enforced when students are registering.
- Dean Wick reminded members that graduate courses now have their own identity (no more “double-numbered” courses). Therefore, when entering the course schedule, the undergraduate and graduate courses need to be entered separately. Please use this time to pay special attention that the faculty member listed to teach the graduate course has graduate faculty standing. If not, the graduate course should not be added. If you are unsure if someone has graduate faculty standing, please contact Graduate Studies. Dean Wick would like GC to have a discussion about awarding graduate faculty status so he can enforce what the Council expects.
- Please contact Graduate Studies if you notice anything else that should be updated in the next graduate catalogue.

5. OTHER BUSINESS:
- UWEC’s Graduate and Professional School Day is Tuesday, October 12, 10am-2pm in the Council Fire Room. We will not be offering the evening hours this year. An email was sent to all Program Directors/Coordinators on 9/16/10 (from Paula Stuettgen). Please respond by the deadline. Dean Wick will cover the registration fee.
- Patricia Quinn announced the Paul and Daisy Soros Fellowship for New Immigrants, which is a fellowship that supports the graduate education of 30 New Americans. Fellows must be college seniors or early in their graduate program. The application deadline is November 1, 2010. Please refer any interested candidates to Dr. Patricia Quinn (715-836-6046, quinnpa@uwec.edu, Old Library 2134).

The meeting adjourned at 4:03pm.

Respectfully submitted,

Nancy Amdahl
Secretary to the Graduate Council, September 23, 2010

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