Graduate Council Minutes  
October 22, 2008  
Alumni Room, Davies Center

Members Present: Phillips (Chair), Amdahl, Aminpour, Christian, Dempsey, Erffmeyer, Havholm, Heiser, Jadack, Kirkhorn, Kroening, Mann, Miller, Minderman, Nahm, Peterson, Pollitz, Quinn, Shaddock, Solberg, Stadler  
Guests: S. Macaul

1. The meeting was called to order by Dean Andrew Phillips at 3:02 p.m.
2. The minutes of September 24, 2008, were approved as written.
3. The committee reviewed the draft of the “Written Comprehensive Exam” section of the Graduate Catalogue since it has been determined that programs will begin to proctor the written exam within their own departments. The draft provided was approved to be added to the new catalogue. Changes made to the Written Comprehensive Exam policy will go into effect in the 2008/09 Spring Semester:
   - Programs will be responsible for scheduling the date(s) of their written comp exam and computer labs for the semester. Multiple exam dates may be scheduled within the department; however, a deadline date for holding exams will be set by Graduate Studies each semester, and a student may not retake the exam within the same semester. Graduate Studies will no longer be responsible for setting the program specific exam dates and proctoring the exam.
   - The exam will no longer be advertised in the catalogue as “4 hours” so programs may set their own timelines.
   - The scoring/grading standard in the Graduate Catalogue will be removed and new scoring/grading standards will be determined by the department(s), and will be made available to Graduate Studies and the students prior to the exam (Program Directors should forward those to Graduate Studies).
   - Students will still be required to apply to take the written comp exam with Graduate Studies by the end of the first week of the semester they intend to take the exam, and Graduate Studies will notify the Program Director/Coordinator and adviser(s) at the beginning of the semester, as usual.
   - Departments will still be required to grade the exam within seven workings days after the exam date, and submit a Warrant of Completion for each student to Graduate Studies. Graduate Studies will be responsible for notifying the student of their exam results (pass/fail).
4. Dean Phillips shared an updated draft of the “Policy Statement Credit-Bearing Graduate Certificates.” He also distributed a list of all of the current certificates on record with the Registrar’s Office. Currently, most of the graduate certificates are offered within the Departments of History and Nursing, although many of the certificates on the books have never been awarded. Comments on the updated draft:
   - All credits taken as part of a certificate program do/will count toward a graduate program; however, this statement was removed from the policy since it should be obvious that all graduate credits count.
   - Any certificate offering that does not satisfy these requirements will be classified as a “post-baccalaureate” or “post-masters” certificate, not a Graduate Certificate.
   - Graduate certificate programs will require no fewer than 15 credits, all credits required for the graduate certificate program must be graduate level credits (5xx level and above), and no fewer than six credits must be taken at the 7xx level. However, before our final approval of these new policies, the Department of History asked if they could bring this draft back to their department to see how the new requirements (specifically the matter of six credits at the 7xx level) might affect their certificates, so the committee will return to this policy statement at our next meeting.
   - When creating new graduate certificates, departments should remember to include “graduate” within their 25 character title. In addition, we may want to update the existing graduate certificates.
   - If you want a certificate to appear on a student’s transcript, you must complete the “UWEC Certificate Master Form” with the Registrar’s Office, and go through the proper approval process.
5. Dean Phillips asked Program Directors, Coordinators, and Deans to please pay attention to incoming graduate credits –graduate credits taken at other institutions may not be worth an equivalent number of
UW-Eau Claire graduate credits in transfer. Awarding more graduate credits than is warranted erodes the quality of our programs.

6. A revised version of Article VII of the Graduate Council Bylaws was submitted by Larry Solberg and Margaret Cassidy, which reflects the current practices in the curriculum section. Dean Phillips will replace the “College Curriculum Committee” to “appropriate college-level approval process,” which should fit all colleges. There was some discussion as to whether or not a college curriculum committee should be involved when eliminating or suspending a graduate program. We will continue this discussion at our next meeting.

7. Dean Phillips has been working with our HLC liaison. HLC states that UW-System is NOT a degree-granting institution; therefore, the DNP may not be approved as is if UW System insists that the degree be awarded by them. We had originally requested that UW-Eau Claire and UW-Oshkosh would each award our own degrees, but UW-System wants to award the degrees. We are also having the same issue with the existing MBA Consortium program.

The meeting adjourned at 4:38 pm.

Respectfully submitted,

Nancy Amdahl
Secretary to the Graduate Council
November 10, 2008

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