GRADUATE COUNCIL MEETING MINUTES

December 4, 2014

PRESENT: Yamin Ahmad (for David Welsch), Paul Ambrose, Sang Choi, Jeff Cook, Corey Davis, Colin De Mers, Roxanne DePaul, Michelle Gibson-Herman, Christina Jones, Kim Knesting-Lund, Rick Mason, Carol Normand, Erica Ritchie, Shannon Stuart, and John Zbikowski.

ABSENT: Sarah Hessenauer, Aaron Malone, Praveen Parboteeah, Celine Santos, \*Carol Scovotti, and Debra Towns.

GUEST: John Chenoweth, Carol Elsen, and Carolyn Morgan.

\*Previously notified.

The December 4, 2014, meeting was called to order at 2:20 p.m. by Dean John Stone. Colin De Mers moved, with a second by Sang Choi, to approve the minutes of the November 6, 2014, meeting. Motion carried.

**Announcements**

1. A draft of the policy for master’s qualified faculty teaching master’s level courses was distributed with the agenda. At one of the spring 2015 Graduate Council meetings, this policy will come before the group for approval. The HLC requires that instructors must hold a degree above the level of the courses they are teaching. UW-Whitewater offers many professional degrees and we have several instructors who hold master’s degrees and who have plenty of experience to qualify to teach those courses. However, we need to specify the qualifications needed for this to happen. An analysis of the other system schools was conducted and all other UW System schools use master’s level teachers to teach master’s-level courses. None of these institutions specify a policy to address this issue. HLC policy requires articulation of this policy, and this draft is an attempt to satisfy their requirement. The graduate constitution will need to be amended to reflect this.
2. A report of the graduation rate for students in each of the graduate programs was also distributed with the agenda. The HLC wants the graduation rates for graduate students posted on the UW-Whitewater website.
3. The audit and review process will move to an all on-line process next year.
4. Deb Towns, the graduate program coordinator for the MSE-School Business Management degree program, will be leaving at the end of December to take a position at the Department of Public Instruction. We are currently looking for someone to take over the coordinator position, as well as to teach courses in this area.

**Information Only Item**

Shannon Stuart moved to approve the Information Only items A-D on the agenda. Sang Choi seconded the motion. The motion carried.

1. Curricular Action: Prerequisite Change from the Department of Special Education SPECED 576 Medical Aspects of Disability (No longer a requirement for the major)
2. Curricular Action: Prerequisite Change from the Department of Special Education SPECED 606 Transition Programming for Students with Disabilities
3. Curricular Action: Prerequisite Change from the Department of Special Education SPECED 640 Advanced Behavior Intervention Strategies
4. Curricular Action: Prerequisite Change from the Department of Special Education: SPECED 665 Curriculum/Methods Cognitive Disabilities -Functional

**Business Items**

Due to the lack of a motion to consider the proposal for a new course from the Department of Social Work, SOCWORK 575 Social Work Case Management, no action was taken.

Kim Nesting-Lund moved to approve the new course, ENGLISH 571, from the Department of Languages and Literatures. Colin De Mers seconded the motion. The motion was approved./p>

1. Curricular Action: New Course from the Department of Languages and Literatures: ENGLISH 571 Writing in the Sciences

Yamin Ahmed then moved, with a second by Carol Normand, for approval of agenda items C and D from the Department of Economics. The new course is an attempt to create a regular course from a seminar course, which needed approval every time it was offered. The motion carried.

1. Curricular Action: New Course from the Department of Economics: ECON 784: Seminar Topics in Economics
2. Curricular Action: Change in Degree from the Economics Department: Applied Economics

Next, Paul Ambrose moved, again with a second by Carol Normand, to approve items E-G on the agenda. These course changes will reflect changes in the profession as well as those offering the courses. The motion carried.

1. Curricular Action: Course Revision from the Department of Accounting: ACCOUNT 757 Issues in Financial Accounting
2. Curricular Action: Course Revision from the Department of Accounting: ACCOUNT 781 Advanced Accounting Theory I
3. Curricular Action: Change in Degree from the Department of Accounting: MPA

And finally, Roxanne DePaul moved, with a second by John Zbikowski, to approve agenda items H-L. Shannon Stuart explained that these course changes reflect the new changes in teacher licensure. Motion carried.

1. Curricular Action: Course Revision and Credit Change from the Department of Special Education: SPECFLD 610 General Education Field Experience
2. Curricular Action: Course Revision, Credit Change and Title Change from the Department of Special Education: SPECED 680 FROM: Phase 4 Portfolio (2 units) TO: Directed Teaching/Internship Practica and Phase 4 Seminar (3 units)
3. Curricular Action: Course Revision and Prerequisite Change from the Department of Special Education: SPECED 686 Academic Interventions I
4. Curricular Action: Course Revision and Prerequisite Change from the Department of Special Education: SPECED 687 Academic Interventions II
5. Curricular Action: Course Revision, Credit Change, Title Change and Number Change from the Department of Special

**New Business Item**

Carolyn Morgan was present to answer questions about the Graduate Learning Project report she had prepared. There was some discussion of the report, as well as some suggested changes. However, there was not adequate time left at the meeting to hold an in-depth discussion, so John asked the council members to go back to their departments to discuss the differences in the undergraduate and graduate experiences in their departments and to report back responses at the February 2015 meeting.

With no further discussion, Rick Mason moved to adjourn the meeting. Sang Choi seconded the motion. The meeting adjourned at 3:23 p.m.

Respectfully submitted,

Sally Lange   
Secretary