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## University of Northern Iowa Graduate Council Minutes, November 10, 2011

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# UNI Graduate Council Minutes #1007

Graduate Council Minutes No. 1007

November 10, 2011

Present: Caswell, Clayton, Coon, Bartlett, Botzum, Etscheidt, Iqbal, Hays, Husband, Licari, Nelson, Pohl, Power, Schuchart

Absent: Bauman, Waldron (on PDA)

Guest: Diane Wallace, Assistant Registrar

The meeting was called to order by Chair Clayton. Motion by Pohl to approve the minutes of the October 27, 2011 meeting; seconded by Etscheidt. Motion approved.

On behalf of Susie Schwieger, Licari said that in order to help with graduate student recruiting, a template is being designed to be used for graduate program flyers. These would be one-sheet flyers for each graduate program that would provide quick access to program information. Using a template would allow for a uniform and consistent look across all programs. More information on the flyers would be provided in the coming weeks and the template will be circulated for input.

The *Graduate Education for the Public Good* brochure is in the process of being updated. Licari noted that this brochure is important for other constituencies, such as the Board of Regent's Office and the legislature in order to promote graduate education. Schwieger will be providing more information regarding the brochure updates. Hays thanked Licari for his interest in recruiting and in promoting graduate education.

Coon reported that the student request system should be functioning appropriately and there should be an increase in speed. The priority for student requests will be for those students graduating Fall semester, then those who are on Spring support, followed by those graduating in the Spring. She asked everyone to let her know if any issues came up that she could help with, although issues that come up at this point may need to be addressed by the Registrar's Office.

Etscheidt asked if there could be a note in the system that lets a student know they need to be enrolled in a certain course before it can be added to their program. Coon said she would check into this.

Nelson reported that flyers for the upcoming Brown Bag with Chris Larimer have been distributed; Chris Buckholz from the School of Music will be the final speaker of the Brown Bag series.

Clayton made Council members aware that the Faculty Senate has formed a sub-committee that is reviewing committee structure and making recommendations regarding restructuring. The role of the graduate faculty and Graduate Council is one of the items of discussion.

### Implementation of the Graduate Education Strategic Plan

Clayton noted that as a result of previous discussions, there appeared to be an interest in forming smaller work groups related to the implementation of the strategic plan. One group would look at Goal 2 of the strategic plan and the other would look through past documents and glean from them as to how to move forward.

When asked about a charge for the work groups, Licari responded that the charge for work group 1 would be to identify concrete action steps to achieve Goal 2. Pohl noted that some type of marketing plan and PR would be needed. It was also mentioned that in order to develop goals, self-reflection would be needed and one would need to believe in the issues in order to bring ideas forward.

The charge for work group 2, would be to review past documents, such as information collected during the development of the University Strategic Plan to see what information is already available. He added that the intention would not be to start up a task force to find information that is already available. He also noted that he would like to know what programs are already doing and the Council agreed to use the message drafted by Hays in order to put out the request.

After brief discussion, it was determined that Bartlett, Coon, Hays, Nelson and Pohl would form Work Group 1 would recommend action steps for Goal 2.

It was decided that Bauman, Clayton, and Pohl would serve as Work Group 2, joined by Waldron when she returns from PDA. Clayton stated that she would serve as liaison to work group 1, while working on work group 2. A question was raised about what materials the Provost's Office might have kept from the work that was done on the University Strategic Plan. Licari said he would ask Provost Gibson.

### Curriculum Packets

Coon distributed a summary of the curriculum changes presented to the Graduate College Curriculum Committee for the 2012-2014 catalog (see attached summary of graduate curriculum proposals approved by GCCC). She said that if there are any questions she could not answer at today's meeting, she would check the GCCC minutes for the answer. Coon mentioned that the GCCC members did a fabulous and thorough job and she felt that the curriculum that was approved was solid.

### College of Business Administration

Accounting is clarifying their admissions procedures for UNI vs. non-UNI students.

Power made a motion to approve the curricular changes for the departments of Accounting, Management and Marketing in the College of Business Administration; seconded by Pohl. Motion passed unanimously.

### College of Education

Coon explained the Reading Recovery structure and noted that these courses are taught through Continuing Education. The Curriculum and Instruction department will need to complete an Associate Graduate Faculty Status Form for those individuals across the state who will be teaching the courses. Salli Forbes will maintain control of the syllabi. It was mentioned that these courses have been taught as experimental

courses in the past and are already funded.

Related to Educational Leadership and Postsecondary Education, there was a question about cost and it was clarified that some courses will be dropped as cohorts finish or it may turn out that courses are swapped. Through recommendations from the APA process, HPELS has restructured their EdD programs. These programs still have the same EdD core requirements as other EdD programs on campus. Instead of a separate intensive study area, there is a HPELS core that all students in the combined program will take. This cuts down on the total number of courses offered.

Etscheidt made a motion to approve the curricular changes for the departments of Curriculum & Instruction, Educational Leadership and Postsecondary Education, Educational Psychology & Foundations, HPELS and Special Education in the College of Education; seconded by Pohl. Motion passed unanimously.

#### College of Humanities, Arts & Sciences – Humanities & Arts (excluding Languages and Literatures)

Regarding curriculum packets for the College of Humanities, Arts and Sciences, Coon pointed out that when the curriculum cycle began, there were still two colleges. So the Council would consider changes from the Humanities & Arts part of CHAS and the Sciences. It was noted that Modern Languages was separate from English at the time the curriculum cycle started.

Husband made a motion to approve the curricular changes for the Departments of Art, Communication Sciences and Disorders, Communication Studies, Modern Languages, Music, Philosophy & World Religions and Theatre; seconded by Pohl. Motion passed unanimously.

#### College of Humanities, Arts & Sciences – Sciences (excluding Industrial Technology)

Regarding the changes in the Mathematics programs, there were questions as to why so many courses were being added, but none dropped. It was noted that some of the courses would be dropped after cohorts had finished and some of the new courses were previously offered as Studies In courses. It was pointed out that there would be a total of 12 hours of new courses; there would be six one-hour courses. Brief discussion followed.

Hays made a motion to approve curricular changes for the departments of Biology, Chemistry & Biochemistry, Computer Science, Earth Science, Mathematics, Physics and Science (Education); seconded by Nelson. Motion passed unanimously.

#### College of Social and Behavioral Sciences (excluding Sociology, Anthropology and Criminology)

Coon summarized that Counseling was combining their two degrees (School Counseling and Mental Health Counseling) into one degree with two emphases. Geography is bringing back a course in Satellite Digital Imaging, since they again have a faculty member to teach it. History is changing requirements so that every student had to take both a US Historiography course and a world historiography course. Political Science is adding a graduate-level equivalent to a course that is expected to be a key course in the Social Science Teaching MA. Psychology was mainly restating their emphases to list possible elective courses, but also to clarify the

actual number of required hours in the Individualized Studies emphasis and to restate the ethics course requirements and elective hour requirements in the Clinical Science emphasis, resulting in a decrease in total required hours. Social Work was adjusting one course requirement in each of their two tracks.

Pohl made a motion to approve curricular changes for the School of Applied Human Sciences, and departments of Geography, History, Political Science, Psychology, and Social Work; seconded by Husband. Motion passed unanimously.

Interdisciplinary

Women's & Gender Studies – A brief discussion took place regarding repeated courses related to internships.

Pohl made a motion to approve curricular changes for Women's & Gender Studies; seconded by Husband. Motion passed unanimously.

The meeting was adjourned at 4:24 p.m.

The next meeting will take place on Thursday, December 8, 2011 at 3:30 p.m. in Lang 115.

Respectfully submitted,

Cheryl Nedrow

Secretary