

**Graduate Council  
Meeting Minutes  
March 1, 2011  
McCaskill 110E, 11:30 AM – 12:30 PM**

**Present:** Clark (Chair), Cross (Secretary), Berry, Griffith, Loonsk, Kronzer, Banks, Douglas, Christensen.

**Excused:** Nordren

**1. Approval of minutes of February 15, 2011.** Motion by Kronzer, second by Griffith to approve.

Motion carried.

**2. Additions to Agenda.**

a) Motion by Berry, second by Loonsk to add Special Education Catalog Changes to the agenda as item 3A. Motion carried.

b) Motion by Berry, second by Loonsk to add New Course Proposal Form to the agenda as item 5E. Motion carried.

**2. Associate Dean Announcements.**

a) Kronzer would like to know if the Council wished her to pursue Educational Leadership's appointment of a graduate student as the liaison to the Coordinator of Assessment. Consensus that she should continue to work for approval of this appointment.

b) Discussion of First Nations Studies course dealing with cultural awareness for teachers. Course is listed as FNS 486/686 Special Topics. First Nations Studies would like it cross-listed in TED. Rule for graduate courses is that they can't be UG/G slash courses, but need to be listed separately with own course number and syllabus. Kronzer will pursue this with First Nations Studies.

**3. Library New Course Numbers:** Motion by Cross, second by Griffith to approve change of course number for LIBS 650 Information Literacy. New course number will be LIBS 640. Motion carried.

**3A. Special Education Catalog Changes:** Motion by Griffith, second by Berry to accept SPED catalog changes as specified in the February 15, 2011, Minutes from the Health & Human Performance Department. It was verified that this will assure that all students graduating under the 08/10 catalog are covered by this new language. Current language in the 08-10 Catalog and Proposed language below:

**Current Language (08-10 Catalog):**

Students seeking only the M.S.E. –Special Education degree must complete a minimum of 30 credits from the courses in the Core, Methods and Research Components.

Students seeking the M.S.E.-Special Education degree with Certification for Licensure must complete a minimum of 31 credits in the Core, Methods and Research components and a minimum of seven credits in the Certification component.

**Proposed New Language:**

Students seeking only the M.S.E.-Special Education degree must complete a minimum of 30 credits.

Students seeking the M.S.E. –Special Education degree with Certification for Licensure must complete a minimum of 35 credits. Seven (7) credits of these 35 credits must be from Certification courses.

Following Discussion, motion carried.

**4. Beecroft Graduate Student Travel Grant:** Motion by Kronzer, second by Berry to approve Christa Overson's request for Beecroft Graduate Student Travel funds. No Discussion. Motion carried.

**5. Policy Review & Discussion:**

- A. Academic Standing for Graduate Students:** Revisions were suggested to the wording of this document. Douglas will incorporate revisions and send to Clark. Final version will be reviewed at the next Council meeting.
- B. Grading Systems:** Revisions suggested for wording of document. Douglas will incorporate revisions and send to Clark. Final version will be reviewed at the next Council meeting.
- C. Advisor Holds:** Kronzer will email this policy with Wallgren. Council will discuss at next meeting.
- D. Prospect Communications:** There was some discussion as to whether this was internal procedure or policy. It was brought up that if it isn't policy, it won't be followed. Kronzer will discuss number 5 with Wallgren to specify a reasonable length of time in which the Graduate Office would send out follow up communications. This will be reviewed at next Council meeting.
- E. New Course Proposal Form:** Douglas presented the form used for proposing new courses at the undergraduate level. The course proposal form will be revised to meet graduate Course requirements, eliminating sections that don't apply and revising name. Douglas will make necessary changes. New version will be reviewed at the next Council meeting.

**6. Final Charter Review:** Kronzer and Clark will review for any necessary corrections in the version sent out with March 1, 2011 meeting materials and bring back to the Council for review at the next meeting.

**7. Charter Approval Process:** No discussion.

**8. Good of the Order:** The three items under this section will be discussed at a later Council meeting. Chair stated that the present goal is to complete work on the Charter and policies, then go on to work on the Strategic Plan. Chair also reminded Council members to send selling points of our programs to Lynne Williams.

**9. Adjournment:** Meeting adjourned 12:30 PM

Respectfully submitted,  
Ella Cross, Secretary

**Graduate Petitions March 1, 2011. All approved.**

Kathryn Plewa-Add Class late  
Aaron Lieberz – Add Class late  
Kristin Toljala – Course Credit change