

**University of Wisconsin-Superior**  
**Graduate Council Meeting Minutes, September 6, 2011**

**Present:** Clark (Chair), Cross (Secretary), Berry, Douglas, Griffith, Kronzer, Kropid, Loonsk, Paul, Robinson. **Absent:** Banks

**Call to Order:** Clark called the meeting to order at 11:35 am

1. **Approval of the Minutes of May 17, 2011:** Loonsk moved and Paul second approval of minutes. Unanimous approval.
2. **Associate Dean Announcements:**
  - John Paul was introduced as new member of the Council
  - Graduate enrollment is down 9 % system wide. Discussion of UW-Whitewater survey. Noted that school districts are not always honoring teacher lane changes. Any anecdotal evidence about this happening would be useful.
  - Sandra Wallgren is no longer with Graduate Studies as Student Examiner. The position will be posted. Kronzer has an LTE filling in at the present time.
  - Students who have sent licensure application materials back in January 2011, who have not received licensure can go to the DPI website to check on receipt of their materials
  - Need a discussion and review of the admissions process to our graduate programs. Would like the Graduate Council to relook at the admission structure especially with new catalog coming up. Each program needs to look at their criteria and what they want to appear in the catalog. There are two pieces to this: 1) general requirements for graduate program admission; 2) program specific requirements.
3. **Limited Graduate Faculty Status** – Kelli Jacobi (Educational Administration): Motion by Griffith and second by Loonsk for approval of Jacobi for limited graduate faculty status for fall 2011. Unanimous approval.
4. **HLC Teaching/Experience Requirements:** Discussion on need to develop an evaluative process to determine expertise/teaching experience due to changes in federal requirements.
5. **Marketing Plan Development:** Programs need to look at program fact sheets and get changes or updates to Graduate Studies before the next meeting. Send program sheets to Clark who will forward on the William's office. Lynn Williams will be invited back to a Council meeting. Berry suggested that the Council also invite the Chancellor and Provost to a meeting to discuss graduate programs. Clark will check on possible dates
6. **2011-12 Graduate Meeting Schedule:** 1<sup>st</sup> & 3<sup>rd</sup> Tuesdays, 11:30 am – 12:30 PM. No Change.
7. **Graduate Policies:** Listed at [www.uwsuper.edu/registrar](http://www.uwsuper.edu/registrar). Robinson and Clark will look at general policies and information in present Catalog and bring any changes forward at next meeting. Kropid and Griffith will work on criteria for limited graduate faculty in line of HLC request. Kronzer will get language on slash courses to the Council.
8. **Good of the Order:** Discussion of voting rights of faculty member standing in place or regular Council representative. Noted that this is allowed and was changed in new Charter. See Article IV. Section 3.
9. **Meeting adjourned** at 12:20 PM