

**University of Wisconsin – Superior
Graduate Council Meeting Minutes**

October 15, 2013

Present: Clark (Chair), Paul (Secretary), Loonsk, Blue, Harrison, Cross, Notton, Hembd, Masterson, Banks, Burdge, Douglas **Staff:** Finckler **Guest:** Akason **Absent:** Hembd, Cross

Call to Order: Clark called the meeting to order at 11:30 AM

1. **Approval of Minutes of October 1, 2013:** Motion by Paul, second by Notton. Motion carried.
2. **Hobson's Recruitment Tool:** Akason talked about communication flow through Hobson's; email, letters, phone calls, and texting.
3. **Associate Dean Report:** Blue talked about using Zinch/Cappex to blast out information to students. Focus will be on Sustainable Management, Art Therapy and Special Education. Utilizing Image Now to make Grad Studies paper files electronic is currently on hold. Advising reports are used to determine which courses are complete, which courses are needed and when they are offered. Clark talked about coding Comprehensive Examinations and capstone experiences for Educational Administration in advising reports.
4. **Proposed Graduate Student Summer Credit Load:** Clark talked about the conflict between the Registrar's proposed graduate Summer Credit Load policy submitted to UAAC and the policy as stated in the graduate catalog. The recommendation to remove the graduate summer credit load statement from the undergraduate credit load policy was agreed to.
5. **GC Recruitment Strategies:** Clark has submissions from some programs but not all. Masterson had recent copy of a campus view book that was mailed out. It had no mention of Graduate Studies, no editing, minors were missing and more diversity was needed.
6. **SEM Retention Committee Report:** Loonsk requested retention ideas be submitted to her in the next 36 hours.
7. **Good of the Order**
8. **Next GC Meeting: November 5, 2013**

Meeting adjourned at 12:17 PM.

Respectfully submitted, Suzie Finckler



Wisconsin's Public Liberal Arts College

Current Catalog Language 10.13.10

Credit Load, Academic Year and Summer

The minimum full-time credit load for a graduate student is nine credits per semester. The maximum load for a graduate student is 15 credits per semester. The maximum load includes Continuing Education classes. Graduate students may enroll for a maximum of 12 credits in courses which occur during Summer College.

One on-campus class credit is defined as: 1 class hour of classroom or direct faculty instruction per week and a minimum of 2 class hours of out-of-class student work each week.

One distance learning or hybrid class credit is defined as: an equivalent amount of instruction and student work leading to equivalent learning outcomes, as required for an on-campus class as defined above.

One laboratory credit is defined as: a minimum of 2 class hours of work each week in a laboratory under the supervision of a lab supervisor/instructor and an expectation of 1 class hour of additional out-of-class student work each week

One studio credit hour is defined as: a minimum of 2 class hours of studio work each week under the direct supervision of an instructor and a minimum of 2 class hours of individual studio work each week

One ensemble music credit is defined as: a minimum of 1 class hour of supervised rehearsal each week and a minimum of 2 class hours of individual student work each week

One internship or practicum credit is defined as: at least 45 hours of supervised work in a field placement each semester

One individualized study credit (e.g. thesis, independent and applied music) is defined as: a minimum of 3 class hours of direct instruction and/or individual work each week

Orvin R. Clark, EdD, Graduate Council Chair

