

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

**November 3, 2015**

**Present:** Paul (Chair), Kronzer, Blue, Burdge (Secretary), Eslinger, Kirschling, Cross, Griffith, Hembd, Biros, Matara  
**Staff:** Finckler **Absent:** Christensen, Kropid, Mattsson

**Call to Order:** Paul called the meeting to order at 11:32 AM

1. **Approval of the Minutes of October 20, 2015:** Motion by Hembd, second by Eslinger. Motion carried.
2. **Interim Dean Announcements:** No discussion.
3. **Understanding what each Graduate Program requires for capstone. Requirements. Format. Review. Accountability processes:** Requirements need to be clearly stated. Will revisit in early February 2016 for new catalog year.
  - a. Counseling students are informed of final portfolio with rubric, in their intro class, specified in syllabus, format is set out, 5-10 minute presentation, department tracks as part of assessment process.
  - b. EDAD MSE students have eportfolio as part of practicum, rubric in handbook for practicum, also take COMPS exam. At EdS level, thesis is also required and defended in front of three faculty.
  - c. SPED students have eportfolio, rubric, internship and thesis.
  - d. MSE-I students have thesis and no portfolio.
  - e. SMGT students have applied project with one prep course. Results in written report.
  - f. Art Therapy student have practicum and completion of research and paper. Listed in syllabus.
4. **What is the graduate faculty load when someone teaches both UG and G courses?:** Blue went through this with HR. No more than some combination of 12 UG credits and 9 G credits.
5. **Informational Items:**
  - A. **Dean of Faculties and Graduate search:** Griffith said some apps have come in.
  - B. **Admissions Open House-Tuesday, November 17, 5-7 PM (YU 2<sup>nd</sup> Floor):** Paul indicated event was being headed up by Amanda Akason.
  - C. **MS SMGT collaborative degree program survey:** Hembd passed around handout. Survey will be done soon after graduation with follow up three to five years later. Matara suggested a fill-in-the-blank question asking what is the impact of the program. Blue inquiring to Alumni Office if they track grad students. Kronzer suggested use of alum email address
  - D. **Writing 698 syllabus draft:** Paul passed around handout. Email comments to Julie Gard by November 5, 2015.
6. **Good of the Order:** Blue indicated the Provost has discussed grad seg fee issue with Chancellor.
7. **Next GC meeting:** November 17, 2015

Meeting adjourned at 12:22 PM.

Respectfully submitted, Suzie Finckler

**Finckler,Suzanne E**

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**From:** Paul,John B  
**Sent:** Monday, November 02, 2015 2:42 PM  
**To:** Finckler,Suzanne E  
**Subject:** FW: Grad Council Agenda, Tuesday, Nov. 3  
**Attachments:** GC Agenda 11 3 2015.docx

Suzie,  
I added an informational item to the agenda below.

Dr. John Paul  
Swenson 2060, UW-Superior, Belknap and Catlin  
Superior, WI 54880  
715-394-8151  
[jpaul3@uwsuper.edu](mailto:jpaul3@uwsuper.edu)

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**From:** Hembd,Jerry  
**Sent:** Sunday, November 01, 2015 2:33 PM  
**To:** Paul,John B  
**Subject:** RE: Grad Council Agenda, Tuesday, Nov. 3

John,  
The MS SMGT collaborative degree program is moving to this type of survey. Please add this as an information item on the meeting agenda.

Thanks.

Jerry

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**From:** Paul,John B  
**Sent:** Friday, October 30, 2015 4:30 PM  
**To:** Hembd,Jerry  
**Subject:** RE: Grad Council Agenda, Tuesday, Nov. 3

I do not believe we survey graduates

Dr. John Paul  
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**From:** Hembd,Jerry  
**Sent:** Friday, October 30, 2015 2:01 PM  
**To:** Paul,John B  
**Subject:** RE: Grad Council Agenda, Tuesday, Nov. 3

