MEMBERS PRESENT:
Rebecca Anthony, Online MSW
Doug DeWitt, Ed Leadership and Chair
Lacie Doyle, OGS
Kelly Fiala, M.S.A.T.
Clifton Griffin, Dean of Graduate Studies
Stuart Hamilton, GIS
Toran Hansen, CADR
Randy Insley, AHPH
Brittany Kesteven, GSC President
Dana Price, BIO
Vicki Root, M.S.W.
Jessica Scott, OGS
Lisa Seldomridge, M.S.N. and D.N.P.

Chris Vilmar, English/Faculty Senate Liaison
Star Weaver, M.A.T.

MEMBERS ABSENT:
Aaron Basko, Enrollment Management
Jennifer Bergner, M.S.M.E.
Michele Bracken, Henson School Rep.
Celine Carayon, History
Yvonne Downie Hanley, M.B.A.
Judith Franzak, Ed.D.
Jackie Maisel, Registrar
Karen Olmstead, Provost
Ignaciyas Soosaipillai, Fulton School Rep
Diana Wagner, M.Ed.
Joyce Wiencek, M.Ed. Reading Specialist

GUESTS:
Caroline Eckhardt, Blackwell
Victoria Martin, Blackwell

I. Call to Order – 3:32 p.m.

II. Minutes

The October minutes were unanimously approved pending one correction. Vicki Root was listed as absent but was present. It will be corrected by J. Scott.

III. Curriculum

- SOWK – The following courses are no longer taught and will be dropped:
  - SOWK 550 – Social Work with Families and Children
  - SOWK 555 – Substance Abuse: Issues and Services
  - SOWK 560 – Social Work in Corrections
  - SOWK 565 – Social Work in Healthcare
  - SOWK 570 – Social Work in Mental Health
  - SOWK 575 – Social Work with Persons who have Disabilities
  - SOWK 584 – Social Work and the Law

- SOWK – The following are course change proposals:
  - SOWK 650 – Advanced Practice with Individuals
  - SOWK 653 – Substance Abuse Assessment and Intervention
  - SOWK 654 - Psychopathology
  - SOWK 655 – Evaluation of Social Work Practice
  - SOWK 660 – Advanced Practice with Families
  - SOWK 680 – Advance Practice with Groups
  - There are no substantive changes to curriculum. These are updates to catalog descriptions to fit current requirements.
• POLITICAL SCIENCE - The following course is being dropped:
  • POSC 517 – Russia and the Soviet Union
  • D. Price recommended approval. M. Finch seconded. Unanimously approved.
• M.Ed. – Program Change to use same provisional admission policy for all M.Ed. tracts.
  • D. Price recommended approval. S. Hamilton seconded. Unanimously approved.
• OUTDOOR EDUCATION – Course Change
  • PHEC 572 – Adventure-Based Leadership Education
  • Change to prefix to align with the organization of Outdoor Education which is now part of EDLD.
  • D. Price recommended approval. R. Anthony seconded. Unanimously approved.

IV. Graduate Library Resources – Caroline Eckhardt

ISSUES:
• Only 44% of graduate students met the “Information Literacy Skills” test.
• Grad students are reluctant to ask for help
• Would rather change research topic than get assistance.

ASSESSING COLLECTION:
• Blackwell would like to work with each program to see what makes their program unique and what their needs are. Will contact Grad Program Directors to see how best to do that (department meetings, emails, etc.).

STRENGTHS/WEAKNESSES:
• ILL is excellent
• Collections are not very extensive
• GIS can’t access the database they need
• System says books are available but can’t be found.

NEXT STEPS/QUESTIONS:
• Library staff will work with individual programs and continue to assess.

V. Graduate School Proposal Update – Doug DeWitt

Proposal draft was sent electronically to Grad Council. Any questions or concerns should be sent to C. Griffin. Proposal includes several resource requests:
• Need horsepower in Registrar, Recruiting, Design & Delivery. Pins are a necessary investment.
• Space Needs
• Library Resources
• Will attempt to have next draft at December meeting. Will consider this a first reading and ask for Grad Council to vote. R. Wilkens will be advocate at system level.

VI. EAB – Clifton Griffin

The Education Advisory Board has been a tool used primarily at the undergraduate level to look at student success rates. In the last 1½ years, they have developed another platform which looks at academic performance based on registration history, estimated costs, completion rates, faculty salaries, fringe, etc. This data will be able to be evaluated at the department level. R. Wilkens will be working chairs to get them access. C. Griffin will ask that it is set up so the same information can be attained for graduate programs and request that Rich Wilkens attend Grad Council for a demonstration.
VII. GSC Update – Brittany Kesteven

- The recent social event had over thirty attendees representing seven programs.
- The next social event will have a holiday theme. Date is TBD.
- GSC is partnering with Career Services for a resume seminar the week after Thanksgiving.
- Eighty people responded to the Grad Student Doodle Poll.
- There will be donut and coffee breaks in the Grad Lounge during finals.
- Brittany has been asked to serve on the President Search Committee.
  - C. Griffin thanked Brittany for serving on the committee and is pleased that graduate studies is being represented in the selection process.

VIII. Update to Faculty Handbook – Clifton Griffin

The Provost requested that the Faculty Handbook be updated. Much of the information and policies included were outdated. The first half of the graduate chapter is bylaw information. There is a lot of information within the bylaws that need to be addressed but will take a campus-wide vote by grad faculty. We will discuss how that needs to occur.

IX. Dean’s Remarks – Clifton Griffin

- Reminded program directors to submit their student for the Re:Search Magazine spotlight. Would like draft by holiday break. Student can be at any place in their program – this is an opportunity for programs to consider what outcome do they want told?
- Update on the CollegeNet Prospect tool. It is currently in the procurement stage. We are waiting to find out if an RFP will be needed or if it will be allowed since it is an enhancement to a current product.
- FTE Report per Program – L. Doyle worked with Ken Jansen and the report was reviewed by C. Griffin. It is ready and will be sent to Grad Program Directors.
- PI Policy – The PI policy is still being discussed and how to assist graduate students in their research endeavors. Any current IRB applications should indicate the faculty advisor/mentor is the PI and the student is the Co-PI.
- C. Griffin congratulated the Biology department for their Ted Talk series at Specific Gravity. This is affiliated with a biology course which stresses science communication. There were various topics discussed. It was very well-attended and a great idea. Would like to see the idea developed in other disciplines. The next one is scheduled for December 12th.

X. Other

- D. DeWitt updated group on Qualtrics. If there is a grad student who needs it, IT will manually provide access. The Learning with Technology Committee is looking at how to get it to students who need it.
- D. DeWitt invited group to honor his 60th birthday by participating in a food drive on 11/18, 3-5pm at Halo.

Meeting was adjourned at 4:31 p.m.
Submitted by Jessica Scott