Graduate Council Meeting

November 9, 2022

Members Present: Karen Koehler, Chris Raber, Doug Darbro, Mikel Stone, John Whitaker, Debra Knutson, Jodi Dunham, Kim Inman, Jennifer Scott, Paul Madden, Tami Sheets, Bobbi Madden, Erin Rice. Guests: Catherine Bailey and Adair Carroll

Topics	Discussions	Actions
Roll Call and establishment of a quorum	A quorum was established. Meeting was called to order at 4:00 pm by Karen Koehler.	
Minutes of the October 10th meeting:	No discussion	Motion to approve: Chris Raber, seconded by Debra Knutson. Unanimously approved
Proposals in Curriculog: EDUC 5501 EDUC 5502 EDUC 5503 EDUC 5504 EDUC 5505 Masters of Science in Nursing: Nursing Education Concentration Masters of Science in Nursing: Nursing Leadership Concentration	Karen introduced Catherine Bailey and Adair Carroll and opened the floor for questions regarding the Masters of Science in Nursing proposals and the EDUC proposals. Jennifer Scott thanked Jodi Dunham for revising the EDUC courses to accommodate the rhetoric and composition courses. Jodi clarified that the courses are currently only offered to students admitted into an education program. Rhetoric and composition students cannot enroll in the courses without an override from an advisor within education. John Whitaker asked if courses needed to be established with the Masters of Science in Nursing, and Catherine Bailey confirmed there would be courses added at a later date. John also asked, "What does core mean that is listed next to some of the courses?" Adair Carroll explained that there will be two	Motion to bundle proposals: Karen Koehler, seconded by Chris Raber. Unanimously approved. Motion to approve the bundled proposals: Mikel Stone, seconded by John Whitaker. Unanimously approved.

	tracks Nursing Loadorship and Nursing	
	tracks-Nursing Leadership and Nursing	
	education, and the courses that have <i>core</i>	
	listed next to them will be required for both	
	tracks.	
	The projected start date for the MS in	
	Nursing is Spring 2024 due to the schedule	
	and approval by CCGCS and HLC with the	
	possibility of a site visit.	
	John Whitaker commented that adding a list	
	of how many course credits are required for	
	each track be added to the description.	
	Karen Koehler suggested that MS in Nursing	
	courses be sent through for approval in the	
	Spring.	
	Jennifer Scott shared her experience with	
	CCGCS and the timeline it took her program	
	to get through the process and offered to	
	share an example of her proposals as a guide.	
	Mikel Stone also offered the PP-OTD proposal	
	as a guide. Catherine Bailey asked for a guide	
	for the approval process. Catherine will reach	
	out to Associate Provost, Jennifer Pauley.	
	Paul Madden shared a link to the new CCGCS	
	proposal structure guidelines in the chat.	
Writing Support for Graduate Students-	Jennifer Scott shared that Mikel Stone had	Jennifer Scott will speak with the English
Jennifer Scott:	reached out concerning international	Department regarding using the funding to
	-	
	students enrolled in the PP-OTD program	support a graduate level writing center tutor.
	who could use support from the writing	
	center. Jennifer brought it to the group that	
	the English Department has money that can	
	be used for tutoring within graduate	
	students. Jennifer asked the group what	

Graduate Manual Updates:	areas in writing they saw that students could use more support. Chris Raber shared that MOT students could benefit especially during their research. Doug Darbro shared that his students must submit a final version of each chapter to the Writing Center Having a graduate student within the writing center would greatly benefit math students. Jennifer Pauley had sent an email asking for each GC member who previously volunteered to assist in the review of the grad manual to take a look into the area that pertained to	Graduate Council members should send their manual changes to Chris Raber or Jennifer Pauley. Chris Raber and Jennifer Pauley will make requested updates.
	them. Chris Raber shared the current grad manual and shared it with the group. Members reviewed their areas within the manual and changes will be sent to Chris Raber by the end of the semester, and a final version is projected to be completed by the end of Spring 2023. Areas within the grad manual under revision and discussed include, Graduate Faculty Status Reconsideration Procedure, 5-Day Open Hearing Process, International Proficiency Test,	Graduate Manual changes will be discussed during the February meeting.
Additional items:	Karen Koehler will begin sending out all graduate council communication.	

<i>Motion to Adjourn 5:10pm:</i> Doug Drabro, and seconded by John Whitaker Unanimously approved		
Next Graduate Council meeting date: Respectfully submitted,	2/8/2023	
Bobbi R Madden		
Bobbi R. Madden Graduate School Administrator		