

University of Wisconsin-Superior
Graduate Council Meeting Minutes - draft
March 11, 2009

Present: K Berry, J Christensen, T Fabian, T Kronzer, Chair, W Kropid, S Loonsk, and P Marciniec.
Ex Officio: E Cross and R Robinson. Staff: S Wallgren. **Absent:** None

Call to Order: Terri called the meeting to order at 12:00 pm.

Meeting Minutes: Motion (JC moved, SL second) to approve the February 25, 2009 minutes.
Motion approved unanimously.

Agenda: Approved to add: Item #6, Jay Mitchell, tabled until next meeting. Change name listed of Gabe Knight to Caleb Knight.

Chair Announcements: none

Associate Dean's Report: A brochure for Graduate Studies was distributed for review. Please have suggested changes to Rhoda by Friday March 13, 2009.

Old Business: None

New Business:

1. Course and Instructor Approval process was discussed. A handout of Steps was distributed.
 - Terri Kronzer reviews the course schedule. Some courses are being offered that the council is unaware of.
 - Continuing Ed course requests will be routed to each department for approval.
 - Department minutes will be sent to the Grad Council with the proposal of a new course
 - Grad minutes will be sent to Continuing Ed.
 - The Oct and March deadlines were discussed with the general consensus being that they should be maintained.
 - The Course approval forms will be posted on the graduate studies website again.
 - Members were asked to think about what needs approval and what does not. Consideration of submissions from permanent graduate faculty may be processed differently than others. Terri will rework the process for the next meeting.
2. Summer School Scheduling
 - Academic affairs questioned whether the committee report was considered in setting the summer schedule.
 - Graduate studies wishes to be considered as year round programming (three semesters) rather than as summer school.
 - The schedule for grad summer school is
 - May 18-June 5
 - June 15-July 3
 - July 6-July 24
 - July 27-Aug 14

- Some departments were denied summer classes and others were grandfathered in if they had been offering classes over the last 3 years
- Clarification of how salaries are paid for summer is needed. The March contracts will ask for a commitment to teaching regardless of enrollment and salary. Summer often requires a heavier work load since there are often more students and also advising and coordinator duties.
- The remaining items on the agenda were tabled until the next meeting.

Next meeting: March 25, 2009

Meeting adjourned at 2:00 pm.

Petitions: Ella, Jennifer and Tracy met to act on one petition.

Respectfully submitted,

Peggy Marciniac, Graduate Faculty and Council Secretary

sjw