

GRADUATE COUNCIL MINUTES
Tuesday, September 19, 2023 – CMCT 101

PRESENT: Megan Adkins, Kazuma Akehi, Michelle Beissel Heath, Ben Brachle, Ngan Chau, Mary Harner, Angela Hollman, Miechelle McKelvey, Whitney Schneider-Cline, Chris Strickland, Doug Tillman, Laurinda Weisse, Tawny Moore, and Linda Johnson

ABSENT: Martonia Gaskill, Austin Nuxoll, Chris Steinke, Michelle Warren, and Kelcie Burke

I. Approval of the May 11, 2023 Minutes – approved via email.

II. Slate of 2023 Summer Graduates – approved via email.

III. Graduate Dean's Report

A. *New Members and Student Members*

Associate Dean Adkins led the meeting in Dean Ellis' absence. She welcomed new and returning council members.

B&T – Angela Hollman replacing Matt Bjornsen

COE – Doug Tillman replacing Grace Mims

CAS – Mary Harner and Michelle Warren replacing John Bauer and Anne Foradori
(Michelle Warren moving from EGC to Rep from CAS)

Mallory Wetherell resigned, and Chris Strickland was voted to complete her term

At-Large/EGC Representative – Miechelle McKelvey replacing Michelle Warren

B. *Financial Aid Regulations*

A committee was formed system-wide to deal with a financial aid discrepancy. Graduate students will now be required (starting in Fall 2023) to be enrolled in 5 hours (previous was 4 hours) to receive aid. A half-time student is now enrolled in 5 hours and $\frac{3}{4}$ time student is enrolled in 7 hours. Financial Aid reached out to students who were affected by this change. Contact Linda Johnson with questions.

C. *Graduate Student Auditing*

Johnson informed the council that Stellic, a new degree audit system, is a new product system-wide for both undergraduate and graduate education. This is a change from degree works. She indicated that Stellic would be a good change for faculty with several new features. Lisa Neal will be in overseeing the training.

D. *Revision of Committee II*

Beginning this fall, each member of Graduate Council will review its own colleges' course and program changes. Chau, Schneider-Cline and Warren will be the representatives to serve on the Academic Programs Executive Committee (Committee II).

IV Committee Reports

A. Policy & Planning Committee – the committee will be creating a Grade Appeal Process/Packet.

B. Academic Programs Committee - Adkins expressed appreciation for Whitney, Austin and Tawny for agreeing to review the committee's program and course changes for this month. They reviewed two accelerated programs submitted by Kinesiology & Sport Sciences. Adkins explained that Lisa Neal wanted the accelerated programs to come to Graduate Council initially and the council will vote on the proposal. Once approved, the program would then go through the entire approval process in the CIM. Akehi shared the details of the two accelerated program proposals. Discussion followed on the 9 credit hours for the

MAT is highlighted under "Total Credit Hours" on page 2 of the "EXSCI-BS: EXERCISE SCIENCE, BACHELOR OF SCIENCE" while the 3+2 program itself lists only 6 credit hours as possible.

Here is the language from the Bachelor of Science sheet:

Total Credit Hours

120

Please see the Department for [Entrance Requirements](http://catalog.unk.edu/undergraduate/departments-programs/kinesiology-sport-sciences/#exappl) ([http://catalog.unk.edu/undergraduate/departments-programs/kinesiology- sport-sciences/#exappl](http://catalog.unk.edu/undergraduate/departments-programs/kinesiology-sport-sciences/#exappl)). Other information available at the [program's web page](http://unkcms.unk.edu/academics/hperls/exercise_science.php) ([http://unkcms.unk.edu/academics/hperls/ exercise_science.php](http://unkcms.unk.edu/academics/hperls/exercise_science.php)). Students accepted into the accelerated Master of Athletic Training program may take up to 9 hours of graduate level coursework to apply to the undergraduate degree requirements.

For Graduate Council Action – motion to approve after recommended revisions by Schneider-Cline/Hollman. Motion carried unanimously.

Accelerated MA Name	Bachelor Degree/Major	Recommendation
MAEd- Exercise Science	Exercise Science & Exercise Science Comprehensive	Approve
Master of Athletic Training (3 +2, Non-Traditional)	Exercise Science	Approve

For Graduate Council Information – the following courses have been approved, denied or rolled back to the department by Committee II.

Course #	Course Name	Nature of Request	Recommendation
CYBR 812P	Fundamentals & Security of Mobile Networks	Course Change Request	Rollback , per the request of the department
FORL 896	Thesis: Foreign Language	Course Change Request <ul style="list-style-type: none"> Type of course changed from lecture to Independent Student Course taken multiple times to allow a student to work on the project over multiple terms. 	Approve with revisions to the syllabus <ul style="list-style-type: none"> Add course objective Department consent Grading scale required Improve clarity of the explanation regarding the number of hours total and per semester a student can complete.
JMC 825:	Public Policy and the Media	Course Change Request <ul style="list-style-type: none"> Title change to remove the "P" Title abbrev. Changed Unpair the class with the undergraduate course. New course objectives 	Approve with revisions to the syllabus <ul style="list-style-type: none"> Add credit hrs revision to the objectives. The first sentence on both the syllabus and the Course Leaf entry need to say, "students should be able to"
SPAN 855	Topics in Spanish Linguistics/Applied Linguistics	New Course Proposal <ul style="list-style-type: none"> The addition of a Special Topics course allows the department to broaden the elective options 	Deny/Return <ul style="list-style-type: none"> Add number of credit hours Department consent information should be added Explanation the course can be taken multiple times up to 9 hrs needs to be provided Course Objectives submitted to CIM and on the syllabus do not match.

SPAN 896	Thesis	<p>Course Change Request</p> <ul style="list-style-type: none"> • Course can be taken multiple times (1-6) • Variable credit course needed to allow a student to work on the project across more than one term. • Department Consent required 	<p>Approve with revisions to the syllabus</p> <ul style="list-style-type: none"> • Add course objective • Department consent • Add grading scale • Improve clarity of the explanation regarding the number of hours total and per semester a student can complete.
SPCH 806	Interpersonal Communication	<p>New Course Proposal</p> <ul style="list-style-type: none"> • Currently no interpersonal comm course is offered at the grad level. 	<p>Approve with revisions to the Syllabus-</p> <ul style="list-style-type: none"> • Add the number of credit hours
SPECH 850P	Language and Social Change	<p>Course Change Request</p> <ul style="list-style-type: none"> • New course name, description 	<p>Approve with revisions to the Syllabus-</p> <ul style="list-style-type: none"> • Add the number of credit hours • Pre-req listed on syllabus not in courseleaf- Is there a pre-req or no? • objective number 2 should have "of" between "understanding" and "the role"
SPCH 861	Internship	<p>New Course Proposal</p> <ul style="list-style-type: none"> • Replace SPCH 875P to unpair the course, and decrease confusion of another course numbered SPCH 875 (Public Comm Practicum) 	<p>Approve with revisions to the Syllabus-</p> <ul style="list-style-type: none"> • Add the number of credit hours • Department consent required was hard to find, move to an easier location on the syllabus for the student to find.
TEMO 833P	Montessori Practicum 1: Early Childhood	<p>Course Change Request</p> <ul style="list-style-type: none"> • Combine grad/undergrad to become a "P" course • Change the course objectives 	<p>Deny/Return-</p> <ul style="list-style-type: none"> • Prerequisites do not match what's in course leaf course number on syllabus does not match the proposed one <p>Syllabus Revisions</p> <ul style="list-style-type: none"> • Catalog description does not match the syllabus. • Does not provide the explanation of expectations, additional work, etc between graduate vs undergraduate students.
TEMO 834P	Montessori Practicum 2: Early Childhood	<p>Course Change Request</p> <ul style="list-style-type: none"> • Combine grad/undergrad to become a "P" course • Change the course objectives 	<p>Deny/Return-</p> <ul style="list-style-type: none"> • Prereqs do not match syllabus and courseleaf • Course number does not match <p>Syllabus revisions</p> <ul style="list-style-type: none"> • Add P to 833-pre-req • Catalog description does not match the syllabus • Does not provide the explanation of expectations, additional work, etc between graduate vs undergraduate students. <p>TEMO 833P is not approved yet.</p>

TEMO 843P	Montessori Practicum 1: Elementary I	<p>Course Change Request</p> <ul style="list-style-type: none"> • Combine grad/undergrad to become a “P” course • Change the course objectives 	<p>Deny/Return- The title uses the number 1, in TEMO 843P the title uses a capital I.</p> <p>Course numbers do not match. Also, what's the difference between Early Childhood and Elementary if they're using the same syllabus for 4 courses (2 grad and 2 undergrad of 2 different classes)?</p> <p>Syllabus revisions</p> <ul style="list-style-type: none"> • Catalog description does not match the syllabus • Does not provide the explanation of expectations, additional work, etc between graduate vs undergraduate students.
TEMO 844P	Montessori Practicum 2: Elementary 1	<p>Course Change Request</p> <ul style="list-style-type: none"> • Combine grad/undergrad to become a “P” course • Change the course objectives 	<p>Deny/Return- The title uses the number 1, in TEMO 843P the title uses a capital I.</p> <p>Syllabus revisions</p> <ul style="list-style-type: none"> • Add P to 843-pre-req • Catalog description does not match the syllabus • Does not provide the explanation of expectations, additional work, etc between graduate vs undergraduate students. <p>TEMO 843P is not approved yet.</p>

C. Faculty & Student Affairs Committee – no report.

V. Other Business

Adkins informed the council that she will send out a Qualtrics survey link so they can sign up for the committee they would like to serve on – due by October 6.

Adkins announced that submissions are due November 24 for the 3MT competition and the top 5 winners will present in person/livestream on December 7. The winner will present at the MAGS competition.

Moore announced that the Graduate Student Association will have a zoom meeting on October 3rd at 7 pm to increase membership.

Tillman announced that students have openings for mental health counseling appointments and to contact him if interested.

Appreciation to the council for all their efforts recruiting students was relayed by Adkins. There being no other business, a motion for adjournment was made McKelvey/Strickland with all in favor.

Respectfully submitted,
Janna Shanno