

**GRADUATE COUNCIL MINUTES**  
Thursday, April 13, 2023 - Asynchronous Meeting

**MEMBERS:** Megan Adkins, Kazuma Akehi, John Bauer, Ngan Chau, Michelle Beissel Heath, Matt Bjornsen, Ben Brachle, Anne Foradori, Martonia Gaskill, Grace Mims, Austin Nuxoll, Whitney Schneider-Cline, Chris Steinke, Michelle Warren, Laurinda Weisse, Mallory Wetherell, Kelcie Burke, Tawny Moore, Jada Ruff, and Linda Johnson

**I. Approval of the March 9, 2023 Minutes – approved via email.**

**II. Graduate Dean's Announcements**

- A. *Research Day – April 13*  
Graduate Council is having asynchronous meeting due to Research Day. There are 32 graduate students participating in the event.
- B. *New Student Representative*  
The Council welcomes Kelcie Burke as a new student representative. She is in Early Childhood.
- C. *May Graduate Council Meeting*  
The May Graduate Council meeting will be an in-person meeting on May 11, 2023 in CMCT 101.
- D. Applications were made available for Online Innovation Research Fellow and due May 4.
- E. Accepting nominations for Outstanding Online Innovation in Teaching Award and due May 4.

**III. Committee Reports –**

- A. Policy & Planning Committee – the committee reviewed the current revision of the GPC Policy Handbook and, with minor changes, returned to Adkins.
- B. Academic Programs Committee – Adkins provided a video with instructions on the voting procedure.

For Graduate Council Action – motion to approve by Bauer/Akehi. Motion carried unanimously.

Program/Certificate Name	Nature of Request	Recommendation
BUS-MBA: Business Administration, Master of Business Administration	Update the MBA admission criteria- Click link: <a href="#">MBA Admission Criteria Change 02-27-23.docx</a> or see doc in folder	Approved
PEMSTR-MAE: Physical Education, Master of Arts in Education	Name change increase marketability, admission requirement revision, course change request to fix an error in the catalog. PE 845 should be listed in the required not elective section in the catalog-  Click link <a href="#">Physical Education Program Title and Admission Requirements Changes Spring 2023.docx</a> - or see doc in folder	Approved
ENGLISH-MA: English, Master of Arts	Update the English admission criteria- Click Link: <a href="#">English MA application changes.docx</a> or see doc in folder	Approved

ART-MAE: Art Education, Master of Arts in Education	Update the MA Art admission criteria- Click Link: <a href="#">MAE Art Ed Admission Requirement Revisions (1).pdf</a> or see doc folder.	Approved
HISTORY-MA: History, Master of Arts	<p>The department is removing "Option C:" Public History, for it is now a standalone program. The removal of Option C will decrease confusion for the student who is wanting to pursue a degree in Public History.</p> <p>In addition, a change to admissions is being completed: Info listed below.</p> <p>Reduce undergrad min GPA to 3.0, eliminate the GRE, allow substitutions of up to 18 hrs, instead of letters ask for reference contact information.</p> <p>Link to review the changes: <a href="#">history-ma-admissions-changes.docx</a></p>	Approved
SUSPED-MAE: Supervisor of Special Education, Master of Arts in Education.	Reduce the admission recommendation requirement from three letters to two	Approved
SPRK8-MAE: School Principalship PK-8, Master of Arts in Education	Reduce the admission recommendation requirement from three letters to two	Approved
SPR712-MAE: School Principalship 7-12, Master of Arts in Education.	Reduce the admission recommendation requirement from three letters to two	Approved
SCHSUP-EDS: School Superintendent, Education Specialist.	Reduce the admission recommendation requirement from three letters to two	Approved
SPED-MAE: Special Education, Master of Arts in Education.	<p>Current catalog does not match the exact endorsement names.</p> <p>Courses 876P &amp; 887P are being replaced with TESE 872 and TESE 875P.</p>	Approved
Health Sciences, Master of Science - HSCI-MS	<p>Program Change Request.</p> <p>BIOL 827, Reproductive Physiology should be listed as an elective.</p>	Approved
Public History – MA (PUBHIST-MA)	<p>Change to admissions requirement.</p> <p>Reduce undergrad min GPA to 3.0, eliminate the GRE, allow substitutions of up to 18 hrs, instead of letters ask for reference contact information.</p> <p>Link to review the changes: <a href="#">Public History MA Admissions Changes Courseleaf.docx</a></p>	Approved
<b>Certificate:</b> Public History-Graduate Certificate	Update to the current certificate needed to make it more relevant and useful. <a href="#">Certificate in Public History - justification.docx</a> See doc in folder	Approved

For Graduate Council Information – the following courses have been approved by Committee II.

Course Number	Nature of Request	Recommendation
CYBR 812P: Fundamentals and Security of Mobile Networks	New Course Proposal  Creating 812P from will allow us to offer the 412 course at a graduate level with adjustment to graduate level assessment	Approved
SPCH 876: Public Communication Thesis	Course Change- update of pre-reqs  18 credit hours complete in the program or permission from the director of graduate studies	Approved
TE 810: Instructional Design for Learning	Better describes the current learning and teaching trends in educational technology.  Course Change request- Name Change, Course Description, Objectives	Approved
TE 831: Professional Skills & Knowledge I	Course Change- Revised Catalog Description, added Pre-Req, Course Objectives  Based on the addition of a Transitional Certification Program student group.	Approved
TE 832: Professional Skills & Knowledge II	Course Change- Revised Catalog Description, added Pre-Req, Course Objectives  Based on the addition of a Transitional Certification Program student group.	Approved
TE 833: Context of Education	Course Change- Revised Catalog Description, added Pre-Req, Course Objectives  Based on the addition of a Transitional Certification Program student group	Approved
TE 834: Clinical Practice 1: Introduction to Transitional Students	Course Change- Revised Catalog Description, added Pre-Req, Course Objectives  Based on the addition of a Transitional Certification Program student group	Approved
TE 835: Clinical Practice 2: Transitional Student Teaching	Course Change- Revised Catalog Description, added Pre-Req, Course Objectives  Based on the addition of a Transitional Certification Program student group	Approved
TE 836: Clinical Practice: Student Teaching	Course Change- Revised Catalog Description, added Pre-Req, Course Objectives  Based on the addition of a Transitional Certification Program student group	Approved

TE: 876: Integration of Curriculum and Digital Technology	<p>Course Change- Title Change, Revised Catalog Description, Course Objectives</p> <p>Updated to align with current trends in educational technology.</p>	Approved
TE 878: Leadership in Design and Technology	<p>Course Change- Title Change, Revised Catalog Description, Course Objectives</p> <p>Updated to align with current trends in educational technology.</p>	Approved
TE 880: Administration of Educational Technology Resources	<p>Course Change- Title Change, Revised Catalog Description, Consent, Course Objectives</p> <p>Terminology is outdated and does not match the course content. A new course title and description will make the course more competitive and aid in student enrollment initiatives.</p>	Approved
TE 882: Professional Development and Training in Learning Design and Technology	<p>Course Change- Title Change, Revised Catalog Description, pre-req, Course Objectives</p> <p>Broaden the scope of the course content and better align it with current trends in education.</p>	Approved
TE 886P: Digital Technology for Educators	<p>Course Change- Title Change, Revised Catalog Description, Course Objectives</p> <p>Better reflect the evolving and comprehensive nature of technology in education.</p>	Approved
TESE 887P: Teaching Functional Academics to Individuals with Exceptional Needs	<p>Discontinue the Course</p> <p>Replaced with TESE 872.</p>	Approved
TESE 881: Characteristics and Strategies for individuals with Emotional and Behavioral Health Disorders	<p>Course Change- Name of Course Changed. Course Objectives updated.</p>	Approved
TESE 861: Legal Issues in Special Education and IEP Development.	<p>Course Change- Name of Course Changed. Course Objectives updated</p>	Approved
ART 812: Curriculum Development & Assessment in Pk-12 Classrooms	<p>Course Discontinued. Replaced with Art 890.</p>	Approved
BIOL 823: Environmental Biology	<p>Course description change only.</p> <p>Removal of "offered online, Fall of Even numbered years. Added "no consent" from department</p>	Approved
BIOL: 858: Physiology of Stress	<p>Course description change only.</p> <p>Removal of "offered online, Summer only.</p> <p>Added "no consent" from department</p>	Approved

BIOL: 862P: Animal Behavior	<p>Course description change only.</p> <p>Removal of “offered on campus, Spring of odd numbered years and online, summer of even numbered years.</p> <p>Added “no consent” from department</p>	Approved
<p>EDAD 843: Practicum in Educational Administration</p> <p>Approve, with revisions. Course Syllabus Description does not match.</p>	<p>Course Description Change only. Increased internship hours to 105 from 80 hrs.</p> <p>Iowa Depart of Ed. Requires a graded field experience. Cr designation resulted in deficiency in Iowa Certification.</p> <p>Changed the language of visitations to “large school district” to replace district with over 25,000 students.</p>	Approved
TE 894: Capstone Project in Learning Design and Technology	<p>New Course Proposal</p> <p>Provide students with the opportunity to integrate and demonstrate their understanding of key concepts and best practices learned throughout the program.</p>	Approved
Art 850C was listed in the November Committee II minutes but will be included in the next academic catalog.	The course did not have a course proposal so will not be going dormant.	Approved

- C. Faculty & Student Affairs Committee – committee worked on the selection for Graduate Faculty Mentor Award and Graduate Student of the Year Award that is given out at Research Day. They are working on the Reichenbach Scholarship selection for the May meeting.
- D. DEI Subcommittee – action items included 1) the development deployment of a survey to online students to elicit feedback on students’ needs and possible gaps on the services provided; 2) discussion on ideas on how we can serve online students better through online design and pedagogy; 3) online programming/activities that foster belonging to student; 4) development of a calendar of events/activities for online students; and 5) professional development for faculty for growth in inclusive online teaching.
- E. Graduate Review Editorial Board Subcommittee – developed a list of tasks needed for successful publication of the May 2023 issue and created timeline to accomplish tasks; decision that journal should move to a rolling publication schedule for future to spread out work and so work is published more quickly. A number of longer-term planning issues, primarily dealing with policies and procedures as well as with development of a review list, were tabled for future discussion.

#### IV. Other Business

There was no other business.

Respectfully submitted,  
Janna Shanno