

**GRADUATE COUNCIL MINUTES**  
Thursday, November 13, 2025 – CMCT 241

**PRESENT:** Sharon Campbell, Ngan Chau, Emily Conrad, Bree Dority, Janet Graham, Mary Harner, Angela Hollman, Torsten Homberger, Christopher Strickland, Erin Sweeney, Frank Tenkorang, Michelle Warren, Laurinda Weisse, Mariana Parades, Brenton Keese, Linda Johnson

**ABSENT:** Naheed Abdulrahim, Whitney Schneider-Cline, Doug Tillman, Melissa Wuellner

**ZOOM:** Megan Adkins

**GUEST:** Sharon Johnson

**I. Approval of the October 9, 2025, Minutes – approved via email.** Motion to approve the minutes by Strickland/Sweeney.

**II. Graduate Studies Report**

Campus Updates

*A. Graduate Programs*

Dr. Adkins updated the council on the GPC/Chairs meeting that took place where she shared an Office of Graduate Studies and Academic Innovation quarterly report. Her conversations are continuing with the different graduate programs, although the nature of these conversations has shifted somewhat in light of the potential budget cuts and their anticipated impacts. Dr. Erin Sweeney is currently serving as our representative on the Faculty Budget Advisory Committee.

*B. Graduate Assistants*

Dr. Adkins reported that one of the anticipated changes involves a reduction in the number of graduate assistantships. The Graduate Studies Office has proposed a three-year plan outlining potential adjustments. Depending on which plan is implemented, some graduate assistant positions may remain unfilled, though not all will be affected. Priority will be given to Teaching Assistants and Research Assistants.

Graduate assistantship applications are due by November 21, 2025. A Graduate Assistant Quick Reference Guide has been distributed, and council members were asked to review it and provide feedback. To improve clarity, the titles of assistantships have been updated to Graduate Teaching Assistants (GTAs) and Graduate Research Assistants (GRAs).

Discussion was had about the possibility of GA's starting in the Spring semester. Members with questions were encouraged to contact Dr. Adkins or Sharon Johnson.

*C. Scholarships*

Adkins provided updates on scholarship initiatives. The recent One Day for UNK event concluded successfully. Discussions are underway with Provost Jackson regarding the Reichenbach Scholarship, as there appears to be a significant amount of unused funds that may allow for the selection of an additional recipient. Another scholarship is currently being developed to explore the possibility of supporting students enrolled in accelerated programs. This would be an undergraduate scholarship designated for individuals who have been accepted into an accelerated program. Additionally, Adkins collaborated with the Financial Aid Office to revise the language on the website, ensuring that scholarship opportunities are clearly available to both undergraduate and graduate students.

## NU System Collaborations

There was discussion and ongoing learning regarding VisionSync and the initiatives introduced by the Chancellor and upper administration related to graduate studies, as well as those within the office. Once additional information becomes available, an update will be shared with the council.

### III. Committee Reports

#### A. Policy & Planning Committee –

Worked on MAGS Thesis Award. Committee Came up with two nominees. One for Biological & Life Sciences and one for Humanities. Janet & Heather will be submitting these nominees.

#### B. Academic Programs Committee -

For Graduate Council Action – these two programs were rolled back for changes.

<b>Program Name</b>	<b>Purpose</b>	<b>Recommendation</b>
English-MA: English, Master of Arts	We need to add ENG 897A Topics in Film Studies to the literature focus area. We also need to add ENG 898: The Art of Adaptation to the literature focus area and to electives.	Rolled Back
INTECH-MSE: Learning Design and Technology, Master of Science in Education	Changing titles for two of the concentrations. Learning Design and Technology is becoming Learning Design. And Leadership in Learning Design and Technology is becoming Leadership in Learning Technologies. These two concentrations are often muddled and confused. Updating titles will help for recruitment purposes. Learning Design or Leadership in Learning Technologies concentration students are required to take either TE 803 or TE 829 (rather than TE 891, being made dormant). School Librarian concentration students are required to take TE 893. The endorsements are not being altered at all.	Rolled Back

For Graduate Council Action – motion to approve by Warren/Hollman. Motion carried

PEMSTR-MAE: Physical Education, Master of Arts in Education	Changing the “Special Populations” emphasis to “Adapted Physical Education” so it is more recognizable for students looking to specialize in Adapted PE. Also moving Special Populations emphasis to 30 credits to align with the Pedagogy emphasis. Nebraska no longer offers an adapted physical education supplemental endorsement, so removed the wording.	Approve
RDPK12-MAE: Reading PK-12, Master of Arts in Education	Adding a course, TE 823P The Science of Reading and Writing, to last section of electives on program of study to eliminate need for waiver or permit in Stellic.	Approve

For Graduate Council Action – motion to approve the change to accelerated program by Chau/Strickland. Motion carried.

<b>Program Name</b>	<b>Purpose</b>	<b>Recommendation</b>
4+1 Master’s in Learning Design and Technology, Learning Design Concentration	Creation of an accelerated program for Learning Design and Technology using the Media Studies Comprehensive, Multimedia emphasis undergraduate program	Approve
4+1 Master’s in Physical Education, Pedagogy Emphasis	Creation of an accelerated program for the physical education master program, using the HPE undergraduate program	Approve

For Graduate Council Action – motion to approve Certificate Revisions by Hollman/Strickland. Motion carried.

<b>Certificate Name</b>	<b>Purpose</b>	<b>Recommendation</b>
SPANISH: Spanish, Graduate Certificate	The changes proposed reflect updates to the certificate that more accurately reflect the graduate Spanish courses being taught in the department, and other revisions to the catalog, removing outdated course codes and including new courses that have been added since the certificate was first approved.	Approve

For Graduate Council Action – motion to approve New Certificate by Strickland/Dority. Motion carried.

<b>Certificate Name</b>	<b>Purpose</b>	<b>Recommendation</b>
Learning and Visual Design Certificate	We are creating a new Learning and Visual Design Certificate to attract new students to UNK who may not need a complete Master's Degree	Approve

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

**Old Business**

<b>Course # &amp; Name</b>	<b>Purpose</b>	<b>Recommendation</b>
TE 880: Leadership in Public Education and Artificial Intelligence	A new course title and description will make this course more competitive	Approve

**New Business**

<b>Course # &amp; Name</b>	<b>Purpose</b>	<b>Recommendation</b>
CDIS 857: Dyspasia	The current course prerequisites are not accurate and causing all enrollment to be by permit-only unnecessarily. We would like to remove the course prerequisites (CDIS 835P) and just have the course available to our graduate students.	Approve with Minor Revisions
CDIS 861: Practicum in Speech/Language Pathology	Updating credit hours to reflect current practices; we have not used the variable credit hours in many years. Rather than take 1-3 credits, all are expected to take this as 2 credits. The course will also no longer be repeatable for credit.	Approve with Minor Revisions
CDIS 862: Practicum in Speech/Language Pathology	Removing all prerequisites, Updating credit hours to reflect current practices; we have not used the variable credit hours in many years, Rather than take 1-3 credits, all are expected to take this as 2 credits. The course will no longer be repeatable for credit.	Approve with Minor Revisions
CDIS 863: Practicum in Speech/Language Pathology	Removing all prerequisites. Updating credit hours to reflect current practices; we have not used the variable credit hours in many years. Rather than take 1-3 credits,	Approve with Minor Revisions

	all are expected to take this as 2 credits. The course will also no longer be repeatable for credit.	
CDIS 864: Practicum in Speech/Language Pathology	Removing all prerequisites. Updating credit hours to reflect current practices; we have not used the variable credit hours in many years. Rather than take 1-3 credits, all are expected to take this as 2 credits. The course will also no longer be repeatable for credit.	Approve with Minor Revisions
CDIS 892: Internship (Pediatric)	Updating credit hours to reflect program requirement (5 hours) and remove "P" as there is not an undergraduate section offered.	Approve with Minor Revisions
CDIS 893: Internship (Schools for NE Teacher Certification)	Removed "P" as no undergraduate course equivalent is offered. Updated credits to match program requirement (not variable).	Approve with Minor Revisions
CDIS 894: Internship (Clinical)	Updating to reflect current practices, there is not an undergraduate section of this course offered (should not be a "P" course) and we consistently offer this course for 4 credits (not variable).	Approve with Minor Revisions
CDIS 897: Internships (Schools out-of-state)	Updated credit hours from 1-5 to 5 as this is what we require for the program (not variable).	Approve with Minor Revisions
CSIT 822P: Computer Graphics	Making this course dormant to clean up the graduate catalog and reference to CSIT	Approve
CSIT 897P: Seminar in Information Technology	Making this course dormant to clean up the graduate catalog to remove reference to CSIT	Approve
CSP 921: School Psychology Interventions Practicum	This was listed as a lecture course but is one of the required practicum courses for the school psychology students. Removed prerequisite courses that are no longer required for this course. The justification for adding Department Consent as a requirement is to ensure they have completed the application for practicum and been approved by the faculty committee. Course description is updated to reflect current course content and alignment with updated accreditation standards.	Approve with Minor Revisions
CSP 991: Scholarly Study	Course description is updated to reflect current course content and alignment with updated accreditation standards	Approve

CYBR 801: Operating Systems	Making this course dormant as this course was originally designed for a proposed Master of Science in Cyber Security Operations degree. Since the degree was never submitted for institutional review and the Cyber Systems Department is not currently able to offer an MS program.	Approve
CYBR 801P: Operating Systems	Making this course dormant as this course was originally designed for a proposed Master of Science in Cyber Security Operations degree. Since the degree was never submitted for institutional review and the Cyber Systems Department is not currently able to offer an MS program.	Approve
CYBR 802: Management Information Systems Seminar	Making course dormant	Approve
CYBR 803: Independent Study	Making course dormant	Approve
CYBR 805P: Interactive Web Application Development	Making course dormant	Approve
CYBR 806P: Enterprise Web Application Development	Making course dormant	Approve
CYBR 807P: Into to Automata, Formal Languages & Computability	Making course dormant	Approve
CYBR 810: Big Data I	Making course dormant	Approve
CYBR 810P: Big Data I	Making course dormant	Approve
CYBR 811: Big Data II	Making course dormant	Approve
CYBR 811P: Big Data II	Making course dormant	Approve
CYBR 818P: E-Commerce Information Systems	Making course dormant	Approve
CYBR 821P: Business Process Redesign and ERP Systems	Making course dormant	Approve
CYBR 825: Applied Database Management Systems	Making course dormant	Approve
CYBR 825P: Applied Database Management Systems	Making course dormant	Approve
CYBR 830: Protecting & Defending Networks & Systems	Making course dormant	Approve

CYBR 830P: Protecting & Defending Networks & Systems	Making course dormant	Approve
CYBR 834: Information Technology Teaching Methods	Course description & Objectives revision, Cyber Systems is revising all active course syllabi to enhance clarity and understanding for students. Changes to ensure both the 434, 834P and 834 course descriptions, objectives and prerequisites are consistent.	Approve
CYBR 834P: Information Technology Teaching Methods	Course description & Objectives revision, Cyber Systems is revising all active course syllabi to enhance clarity and understanding for students. Changes to ensure both the 434, 834P and 834 course descriptions, objectives and prerequisites are consistent.	Approve
CYBR 835: Thinking like an Adversary: Systems Side Security	Making course dormant	Approve
CYBR 835P: Thinking like an Adversary: Systems Side Security	Making course dormant	Approve
CYBR 840P: Systems Audit	Making course dormant	Approve
CYBR 841P: Artificial Intelligence	Making course dormant	Approve
CYBR 844: Software Reverse Engineering	Making this course dormant as this course was originally designed for a proposed Master of Science in Cyber Security Operations degree. Since the degree was never submitted for institutional review and the Cyber Systems Department is not currently able to offer an MS program.	Approve
CYBR 848: System Administration	Making course dormant	Approve
CYBR 848P: System Administration	Making course dormant	Approve
CYBR 850P: Software Quality Assurance	Making course dormant	Approve
CYBR 858: Computer Security	Making this course dormant as this course was originally designed for a proposed Master of Science in Cyber Security Operations degree. Since the degree was never submitted for institutional review and the Cyber Systems Department is not currently able to offer an MS program.	Approve

CYBR 858P: Computer Security	Making this course dormant as this course was originally designed for a proposed Master of Science in Cyber Security Operations degree. Since the degree was never submitted for institutional review and the Cyber Systems Department is not currently able to offer an MS program.	Approve
CYBR 860: Virtualization Essentials	Making course dormant	Approve
CYBR 860P: Virtualization Essentials	Making this course dormant as this course was originally designed for a proposed Master of Science in Cyber Security Operations degree. Since the degree was never submitted for institutional review and the Cyber Systems Department is not currently able to offer an MS program.	Approve
CYBR 868: Advanced Security: Playing Both Sides	Making this course dormant as this course was originally designed for a proposed Master of Science in Cyber Security Operations degree. Since the degree was never submitted for institutional review and the Cyber Systems Department is not currently able to offer an MS program.	Approve
CYBR 868P: Advanced Security: Playing Both Sides	Making this course dormant as this course was originally designed for a proposed Master of Science in Cyber Security Operations degree. Since the degree was never submitted for institutional review and the Cyber Systems Department is not currently able to offer an MS program.	Approve
CYBR 875: Graduate Internship in Cyber Systems	Making this course dormant as this course was originally designed for a proposed Master of Science in Cyber Security Operations degree. Since the degree was never submitted for institutional review and the Cyber Systems Department is not currently able to offer an MS program.	Approve
CYBR 878P: Cybersecurity for Managers & Leaders	Course description, objectives, and prerequisite revision. Cyber Systems is revising all active course syllabi to enhance clarity and understanding for students. Changes to ensure both the 478 and 878P	Approve

	course descriptions, objectives and prerequisites are consistent and align with ABET accreditation.	
CYBR 885P: Information Systems Strategy and Management	Making course dormant	Approve
CYBR 890: Information Networking Law and Public Policy	Course description and objectives revision. Cyber Systems is revising all active course syllabi to enhance clarity and understanding for students. Changes to ensure both the 490, 890P and 890 course descriptions, objectives and prerequisites are consistent	Approve
CYBR 890P: Information Networking Law and Public Policy	Course description and objectives revision. Cyber Systems is revising all active course syllabi to enhance clarity and understanding for students. Changes to ensure both the 490 and 890P course descriptions, objectives and prerequisites are consistent	Approve
CYBR 893P: Social Dynamics of Cybercrime	Making course dormant	Approve
CYBR 894: Graduate Thesis	Making this course dormant as this course was originally designed for a proposed Master of Science in Cyber Security Operations degree. Since the degree was never submitted for institutional review and the Cyber Systems Department is not currently able to offer an MS program.	Approve
CYBR 895: Cyber Systems Graduate Capstone	Making this course dormant as this course was originally designed for a proposed Master of Science in Cyber Security Operations degree. Since the degree was never submitted for institutional review and the Cyber Systems Department is not currently able to offer an MS program.	Approve
CYBR 895P: Cyber Systems Graduate Capstone	Making this course dormant as this course was originally designed for a proposed Master of Science in Cyber Security Operations degree. Since the degree was never submitted for institutional review and the Cyber Systems Department is not currently able to offer an MS program.	Approve

CYBR 898: Special Topics in Cyber Systems	Making course dormant	Approve
CYBR 898P: Special Topics in Cyber Systems	Making course dormant	Approve
CYBR 899: Special Problems in Cyber Systems	Making course dormant	Approve
ENG 888: English Internship	By adding an internship course to our English graduate program, we will expand the options our students have for completing their studies. Additionally, the addition of this course allows us to highlight experiential learning and professionalization for English graduate students.	Approve with Minor Revisions
KSS 866P: Sports Nutrition	Updating P-course to align with undergraduate course description and objectives.	Approve
MODL 880: Professional Development	This course will replace as SPAN 880 course in the SPAN MAE program to better reflect that nature of the course content. Moving to a MODL prefix for this capstone will allow the course to serve both the SPAN MAE and a World Language Graduate Certificate. Also, as we move to consistently represent that MODL coursework is NOT taught in the language of study, this is greater congruence in the use of the prefixes	Approve with Minor Revisions
SPAN 865P: Spanish Heritage Language Pedagogy	This course will support the new Bilingual/Dual Language undergraduate supplemental endorsement and a graduate supplemental endorsement in addition to the providing relevant elective to BAED Spanish 7-12 students and through the 865P course proposal, also students in the SPAN MAE program. As the number of heritage speakers of Spanish enrolled in Spanish coursework in secondary and post-secondary classrooms grows, the need for professional development and teacher preparation to better serve them grows as well. This course on the grad side will allow SPANMAE students another course	Approve with Minor Revisions

	with the SPAN prefix.	
TE 810: Principles of Instructional Design	This new course title and description better describes the current learning and teaching trends in educational technology. The updated title and description should help with program and course marketing.	Approve with Minor Revisions
TE 816G: Curriculum and Instruction Capstone	Title change to reflect that this course is a capstone that includes an action research project and not a practicum. Also, the catalog description has been updated. The capstone will ideally be in the last semester of coursework or in the spring semester if the student will finish coursework in the summer.	Approve with Minor Revisions
TE 837: Curriculum and Assessment	Updating the courses to have a co-requisite of TE 840. TE 840 is simultaneously being updated to have a co-requisite of TE 837.	Table
TE 838: Literacy Development	Updating the course title to remove the reference to Middle Level and Secondary grade bands because the course content covers PK-12 literacy development. Updating the course objectives to reflect this change. Also adding TE 837 and TE 840 and pre requisites, and TE 838 as a co-requisite.	Table
TE 839: Pedagogies of Culture, Community, and Inclusivity	Updating the course to include pre-requisites of TE 837 and TE 840, and a co-requisite of TE 838. Updating the course objectives to reflect Rule 30 compliance.	Table
TE 840: Learning Environments	Updating the course title to remove the reference to Middle Level and Secondary grade bands because the course content covers classroom management skills across all PK-12 endorsement areas. Small revision to description for understanding. Adding TE 837 as a co-requisite. TE 837 is simultaneously being updated to have a co-requisite of TE 840.	Table
TE 877: Digital and Online Learning Environments	The proposed title and description changes will make the course more encompassing of the different technology tools available to educators which should increase the marketability of the course.	Approve

TE 891: Field Experiences in Instructional Technology	Due to potential duplication and other course options for students. Currently being removed from LDT program. Department is planning to offer this course for the last time Spring 2026, with potential to revive in the future.	Approve
TE 897: Seminar in Reading and Literacy	Course revision and title change to reflect changes in the professional field and standards expanding “reading” to “literacy”; other courses have been revised as well.	Approve

C. Faculty & Student Affairs Committee –

The Council discussed Graduate Assistantships (GAs) and the possibility of Spring semester starts.

Appeal of Grades:

The committee is revising the existing Appeal of Grades document and will provide recommendations and updates after its December meeting to finalize the proposed changes.

Graduate Assistantships:

- First-Year/New GAs: Submissions are due by November 21. Committee III will review these submissions during the December meeting.
- Second-Year GAs: Required paperwork must be completed and submitted by the end of the first week of December. Sharon will email the respective departments with the necessary information.

Sharon will distribute all required forms, including the FLSA Form and the GA Appointment Form, which must be completed for each GA.

Communication Efforts:

In the Spring semester, the Graduate Council will focus on improving communication to ensure consistency and alignment across departments.

**IV. Other Business**

The Graduate Student Association is currently conducting a Goosechase activity to encourage student engagement.

The Faculty Advisor recently stepped down, and the Association is in the process of determining how a new advisor will be appointed.

For the next semester, the Association plans to host a Lunch and Learn event.

The GSA recently completed its participation in the One Day for UNK campaign.

A motion to adjournment was completed: Motion Hollman/Homberger

Respectfully submitted,  
Heather Rhinehart