

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

**PRESENT:** Bree Dority, Janet Graham, Mary Harner, Miechelle McKelvey, Austin Nuxoll, Whitney Schneider-Cline, Erin Sweeney, Doug Tillman, Michelle Warren, Laurinda Weisse, Melissa Wuellner, Chloe Dakan, Elizabeth Neukirch, Linda Johnson, Megan Adkins, Mark Ellis

**ABSENT:** Ngan Chau, Brook Envick, Angela Hollman, Torsten Homberger, Christopher Strickland

**I. Approval of the February 13, 2024, Minutes – approved via email.**

**II. Graduate Dean's Report**

Dean Ellis welcomed everyone to the meeting and thanked them for taking time to attend.

Deadline for any program and course changes is March 27. This will be the last opportunity to get program and courses changes into the Fall 2025 catalog.

Research Day is April 17. Dean Ellis has requested that Grad Council members serve as judges. Please contact Heather with your availability. This year we have 16 posters in person, 5 in person orals, 2 online posters, and 3 online orals.

The Health Education MAEd proposal will go through its external review process this semester. There are a few short revisions to make.

A blended modality option is being added to the School Psychology program. This has been approved by the accrediting body. Dean Ellis will work with the department to create a new differential tuition rate (similar to Speech Pathology) to fund program implementation and growth.

Graduate Council Nominations will be going out Friday, March 14 and they will be open until Friday, March 28. There are 4 members whose term is up this year. These individuals can be nominated again. Please participate in the process.

There will be an Executive Grad Council meeting. The EGC will review and vote on the revised Graduate College Bylaws.

Dean Ellis noted that it is important to keep the Graduate Student Association from going defunct as it has in past years. High turnover rate of GSA members (due to being a graduate student for only two years) makes continuity difficult. Dean Ellis recommended that every department with a graduate program should be represented on the Graduate Student Association. Doug Tillman motioned to approve Dean Ellis's recommendation and Michelle Warren 2<sup>nd</sup> the motion. A robust discussion ensued with alternative models being suggested. One model would make it a requirement for all Graduate Assistants to serve on GSA. Ultimately the Council voted 8 in favor and 5 against to approve Dean Ellis's recommendation for each department to be represented on Graduate Student Association. The Office of Graduate Studies will provide guidance on how we will move forward with this new model.

Federal law will require that Graduate Assistants who are not teaching or researching must be moved from a stipend-based payment to an hourly rate. The Office of Graduate Studies is exploring ways to best manage this policy. Dean Ellis noted that Graduate Assistants are limited to 20 hours per week per UNK policy.

#### Thesis Submissions Process:

An ad-hoc committee consisting of Laurinda Weisse, Janet Graham, Linda Johnson, Carmen Brewer, Surabhi Chandra, and Amber Alexander are working on revisions to the Thesis Submission Guideline policy. The group is making the process simpler and clearer. The committee recommended that students are required to submit to the UNK repository, and they will have the option to submit to Proquest. Erin Sweeny moved to approve, and Whitney Schneider-Cline seconded the motion. The Graduate Council unanimously approved the recommendation. Additional revisions are forthcoming.

### **III. Committee Reports**

#### *A. Policy & Planning Committee*

#### *B. Academic Programs Committee –*

Sweeney requests that the council discuss the required distinctions between undergraduate and graduate syllabi for 'P' courses. Specifically, the discussion should address expectations and necessary components for syllabi submitted to the CIM system for 4XX/8XXP courses. Sweeny distributed a handout that outlined UNK, UNL, and UNO policies on P courses. It was determined that UNK needs clarity on P courses. Discussion will continue.

For Graduate Council Action – Vote of new business motion to approve the programs by Miechelle McKelvey/Bree Dority. Motion carried. (See next page)

#### *C. Faculty & Student Affairs Committee*

### **IV. Other Business**

Motion by Michelle Warren to adjourn the meeting.

## Old Business Program

Program Name	Nature of Request	Recommendation
ATH-MATR: Athletic Training	Program changes were already approved at Graduate Council, but was rolled back because original new course was labeled KSS 823. KSS 823 was a course which already existed and so new course was put through as KSS 826. This change reflects new course as KSS 826 instead of KSS 823. AT CAATE accreditation guidelines-- Need a course (KSS 826) about mental health and the CSP 804P wasn't serving our students in a clinical role. Updating KSS 808, KSS 809, and KSS 820 to fit accreditation requirements. Also would like to remove the admission prerequisites of KSS 467 and KSS 469 to eliminate barriers to admission.	

## New Business Program

Program Name	Nature of Request	Recommendation to Exec Comm II	Recommendation to Graduate Council
HISTORY-MA: History, Master of Arts	We are reducing the number of credit hours in the MA program to be in line with other similar and competing programs.	Approve	Approve
SUSPED-MAE: Supervisor of Special Education, Master of Arts in Education	TESE 876P "Transitional Issues for Individuals with Disabilities" is proposed to be dormant as of Fall 2025. We have proposed to remove this from the program's requirements and replace it with any 3-credit graduate-level Special Education course. This will be sufficient preparation in place of TESE 876P.	Approve	Approve

For Graduate Council Action – Vote of new business motion to approve the programs by Miechelle McKelvey/Bree Dority. Motion carried.

For Graduate Council Action – motion to approve the Graduate Certificate by Michelle Warren/Miechelle McKelvey. Motion carried.

Certificate Name	Nature of Request	Recommendation
Grad Cert in Mathematics	The proposed certificate program in Mathematics and Statistics (MATH) is designed to offer an additional qualification for individuals interested in pursuing careers in mathematics and/or mathematics education.	Approve

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

### Old Business

Prefix & Course Name	Nature of Request	Recommendation
MUS 818: Psychological Foundations of Music Education	Need to change pre-req – Can not have “Graduate Admission” as a pre-req	
SPCH 850 – Language and Social Change	Syllabus only changes does not need to go through CIM system.	

### New Business

Prefix & Course Name	Nature of Request	Meets Basic Requirements	Comm II Chair Comments	Grad Council Comments/Approval
TESE 876P: Transitional Issues for Individuals with Disabilities	Duplicate courses in the course sequence. They are eliminating these duplicate courses and combining course learning objectives and outcomes where necessary.	Yes, no revisions needed		100% approve
HIST 897: Public History Field Study	Title change clarifies that enrollment in this Field Study with a non-thesis project is comparable alternative to enrollment in Introduction to Thesis with a traditional thesis, with similar options for 1 to 6 credits and two years for completion following an incomplete grade. The course description change likewise clarifies that this class is a non-thesis alternative providing students with practical experience in the field of public history.	Yes, with Minor Revisions	Approve with revisions	Approve with revisions-- revisions include those found in the checklist and include the newest inclusive excellence statement on Hist 897. Also, it was noted that there is a sentence in the course description on the syllabus that wasn't on the CIM system, "Students may take this course for 3-6 credits per semester. Total Credits Allowed: 6." A revision would be for the Grad Committee II Chair to work with the GPC to make sure the

				course description in the syllabus and on CIM are the same.
--	--	--	--	---

Respectfully submitted,  
Heather Rhinehart