

**GRADUATE COUNCIL MINUTES**  
Thursday, November 14, 2024 – CMCT 241

**PRESENT:** Ngan Chau, Bree Dority, Brook Envick, Janet Graham, Mary Harner, Angela Hollman, Torsten Homberger, Miechelle McKelvey, Austin Nuxoll, Christopher Strickland, Erin Sweeney, Doug Tillman, Michelle Warren, Laurinda Weisse, Melissa Wuellner, Chloe Dakan, and Elizabeth Neukirch

**ABSENT:** Whitney Schneider-Cline and Linda Johnson

**I. Approval of the October 10, 2024, Minutes – approved via email.**

**II. Graduate Dean’s Report**

Dean Ellis welcomed the new student representative to the Graduate Council. Elizabeth Neukirch, Clinical Mental Health Counseling student representing the College of Education.

*A. Program/Course Review*

Dean Ellis thanked departments for meeting with him. There have been very good conversations about ways to make the programs more attractive to students. Define what it means to be a modern Graduate program. These meetings will continue to happen. Some of the things can be addressed immediately and others will take some time. Anticipating this will be a 3-year process.

*B. Student Research Day*

Dean Ellis would like the Council to be more involved in Student Research Day. This will be held on April 17, 2025. He is encouraging the Council to help in recruiting Graduate Students to compete, promote this and help by serving as judges or in other ways. Mark will send some messaging on how Graduate Council can help.

*C. Graduate Review*

Mark has met with Laurinda and together they have been updating the Graduate Review. The Graduate Review is the Graduate colleges per review publication for Graduate Students. Look at expanding this to all the campuses. We are working on a rebranding and currently it is called the Great Plains Graduate Review. If anyone has any other ideas please reach out in the next couple of weeks, then the rebranding can be done by next semester. We really have not really done a lot of promotion of this. We should give some of our students the opportunity to submit. This is a rolling submission and there is no deadline.

*D. 3MT (Three Minute Thesis)*

The 3MT is a competition for Graduate Students where they take their thesis and combine all that work into a three-minute presentation. The submissions for the UNK 3MT (Three Minute Thesis) will be due by January 31, 2025. Information about this will be coming out soon.

*Updating the Graduate bylaws*

- a. Graduate Deans and the Provost have been updating the Graduate bylaws. Some new things are coming up 1) *Math* students at UNL - Advanced Math students being able to up to 21 hours of Math at the Graduate level that will count toward their undergraduate degree. The reason is they have a lot of math students who are on the doctoral track, and they run out of math classes to take. Dean Ellis checked with Derek Boeckner and Derek said it will not impact UNK this is really a UNL initiative. This will have to be unfolded into NU Graduate College bylaws.
- b. *Graduate Associate Status*: There is another Status of Graduate Faculty. UNMC has been using this status already. Graduate Associate Status. This will be on the agenda; the Graduate Council will

review it and we will vote on it and then it will to the system wide Graduate Faculty vote and this will be done in the Spring. This is the equivalent of Graduate Lecturer. When someone comes in and they do not qualify for Graduate Faculty status, here are UNK, we fold them into Graduate Lecturer. This allows them to teach Graduate courses and allows them to serve on thesis committees while they gain the credentials to be a Graduate Faculty member. This is really used at UNMC where they have a lot of clinical faculty members.

- c. *Accelerated Program Admissions*: Students who are interested in completing an accelerated program will be able to apply their sophomore instead of junior year.

Dean Ellis will also have the Graduate Council review the bylaws for the UNK section to give us updates. This will help us clean up the by-laws.

#### E. *Artificial Intelligence*

As a campus UNK has not really decided where does this fits in the academic world. There has been an issue where a student in a graduate program used AI in assignments and the faculty member has caught this. The issue is there are no set rules on when and when you cannot use it. The Graduate Council will need to have discussions about where does AI fit in the classroom. Do we make a policy, do we not? Dean Ellis wants the Graduate Council to provide guidance to the Graduate College. This would be best practices to follow in graduate courses.

A discussion about AI detection tools like Turnitin AI was brought up to the group. According to Dr. Adkins, currently there is no way to verify if a student truly used AI yet for these tools are not found to be reliable. Janet Graham brought up how the English department has started to notice that a paper written by AI is not writing at the level of a quality paper. So, an AI paper may not get the grade the student wants, and it does not pass. AI will also provide fake sources.

Christopher Strickland asked Dr. Megan Adkins how these fit with the NU AI Task force that she is on. President Gold has charged the group to assist in making recommendations but will not be policy making. The UNK AI task force SVCAA Dr. Schaffer is leading has asked the different subgroups to create policies for our campus, however a deadline for completion has not been solidified.

Dr. Adkins has been in contact with the UNO AI learning lab and based off information provided one recommendation they are making for faculty is to have the faculty/class AI stance/policy in a text box colored green or red. Green means AI is allowed to be used in the class/our assignment. Red box means it is not allowed. Dr. Adkins hopes to provide more information with the Graduate Council at the next meeting.

Dr. Adkins shared there is a new Bridge training for AI security and recommends that faculty and students consider completing the training. UNO is requiring it for all faculty and/students who have received an OpenAI ChatGPT license. It takes about 30 minutes to complete. It helps to know what you should be aware of regarding security, and best practices.

### **III. Committee Reports**

#### A. Policy & Planning Committee

Created recommendations for the RSI policy. Review and revisions will need to be completed to the UNK portion. Dean Ellis will discuss this further with the committee and provide a deadline of when this will need to be completed.

B. Academic Programs Committee –

An overview of the new program was provided by Dr. Erin Sweeney. The program is in collaboration with UNO. Dr. Sweeney provided the background about the need for the Health MA, and prospect of bringing in new students to UNK. Recognition of the efforts by Erin Sweeney was completed, in development of this program which specifically meets President Gold’s goal of providing cross-campus collaborations.

For Graduate Council Action – motion to approve New Program by McKelvey/Strickland. Motion carried unanimously.

Program Name	Nature of Request	Recommendation
Health Education, Master of Arts in Education	New Program Proposal	Approve

For Graduate Council Action – motion to approve after recommended revisions by Warren/Homberger. Motion carried unanimously.

Program Name	Nature of Request	Recommendation
ART-MAE: Art Education, Master of Arts in Education	Program change	Approve
HSCI-MS: Health Sciences, Master of Science	Program Change: Additional electives plus limit to 3 the number of hours of BIOL 875 Internships that can be applied to degree	Approve
SPAN-MAE: Spanish Education, Master of Arts in Education	Application change	Approve
STDAFF-MSE: Higher Education Student Affairs, Master of Science in Education	Admission Change	Approve
CLMHC – MSE: Clinical Mental Health Counseling, Master of Science in Education	Admission Change	Approve, after minor revisions

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

Prefix & Course Name	Nature of Request	Recommendation
CDIS 864 - Practicum	Course Change: Add prerequisite to prevent students from taking practicums out of sequence	Approve
KSS 800- Philosophy of PE, Sport Management and Coaching	Recreation emphasis is dormant so no longer need that aspect in the course	Approve
KSS 814 – Strength Program Implementation	New Course Proposal: Students in the Master's in PE and post-bacc students are in need of a strength and conditioning course	Approve

	that introduces implementation of strength and conditioning.	
KSS 862P – Advanced Athletic Training	Course Moves to Dormant: This course is no longer being taught and is no longer part of any programs, so we would like to make it dormant.	Approve
KSS 876P- Special Topics in Exercise Nutrition	Course Moves to Dormant: This course is no longer being taught and it is no longer a part of any programs, so we would like to make it dormant.	Approve- When going dormant the syllabus doesn't need to be up to date.
KSS 881 – Applied Project in Kinesiology	Course Change: Changing the course title and scription to be more inclusive of other areas in the Kinesiology and Sport Sciences program.	Approve
TE 892 – Internship in Learning Design and Technology	Type of Course Change: The change from internship to lecture was done for faculty workload. At the time, there was a request to change the type of course to meet the needs of the department.	Rollback, per the request of the GPC
BIOL 801P- Principles of Immunology	Course Change: We are changing the prerequisites of the course due to Chemistry changing the hours of CHEM 351 and CHEM 351L	Approve with Revisions
BIOL 809P – Biological Studies using GIS	Course Change: Supposed to be a course description change but no change is showing.	Roll Back
BIOL 837 – Reproductive Physiology	Course Change: Removing the course rotation from the catalog description to allow for flexibility when to offer the course.	Approve with Revisions
BIOL 847-01 – Desert Biology	New Course Proposal. This course has been offered multiple times as a special topics course and we plan to offer it in the future.	Approve with Revisions
MATH 861 – Experimentation, Conjecture and Reasoning for Teachers	New Course Proposal - The department is trying to bolster its offerings in order to offer an 18 hour certificate. This is one of the courses that we will be proposing in the coming months prior to the certificate. We expect to see this course once every two years.	Approve with Revisions
MUS 802A – MUS 808P Graduate Music Theory Review	New Course Proposal: For new students that pass the music theory and music history diagnostic exam, and desire to review concepts prior to enrolling	Approve with Revisions

	in graduate level theory and history courses.	
MUS 802B – MUS 810P Graduate Music History Review	New Course Proposal : For new students that pass the music theory and music history diagnostic exam, and desire to review concepts prior to enrolling in graduate level theory and history courses.	Approve with Revisions
MUS 817 – Sociological Foundations of Music Education	New Course Proposal : Current graduate music students complete a general sociology of education course through the College of Education. Our goal is to create a music specific course to better meet the needs of music educators.	Approve with Revisions
MUS 818 – Psychological Foundations of Music Education	New Course Proposal: Current Graduate Music Education students complete a general psychology course in the College of Education. Our goal is to create a music specific course to better the needs of music educators.	Approve with Revisions

C. Faculty & Student Affairs Committee –

The committee will need to begin reviewing and selecting the UNK Best Thesis award. Dean Ellis will provide the committee with information, and a timeline.

**IV. Other Business**

For Graduate Council Action – motion to adjourn by Sweeney/Wuellner. Motion carried unanimously.

Respectfully submitted,  
Heather Rhinehart

## Addendum: November Graduate Council Meeting Minutes

The following information is being provided to the Graduate Council as a notification of changes to the November Graduate Council Meeting Minutes. If you have any questions or oppose the addition of the item to the meeting minutes, please email Heather by Tuesday, December 10 by 5:00 pm. No communication is needed if you approve of the change in the meeting minutes.

Thank you

The Graduate Council Committee II approved the following course KSS 876 in November and the Graduate Council was notified during the meeting required modifications were needed per management administration at UNK.

The following course was approved to make the course dormant, however the course must be rolled back for there was not a program change completed, and the course is currently an option in the accelerated programs, Exercise Science, BS and Exercise Science Comprehensive, BS. To make the course dormant, please begin the accelerated program approval process. Once approved, please submit program changes in CIM.

1. KSS 876P: Special Topics in Exercise Nutrition  
Nature of Request: Course Change Request – Move to Dormant