

**GRADUATE COUNCIL MINUTES**  
Thursday, September 8, 2022 - 3:30 p.m.

**PRESENT:** Megan Adkins, Kazuma Akehi, John Bauer, Michelle Beissel Heath, Matt Bjornsen, Ben Brachle, Ngan Chau, Anne Foradori, Martonia Gaskill, Grace Mims, Austin Nuxoll, Whitney Schneider-Cline, Chris Steinke, Michelle Warren, Laurinda Weisse, Jason Baker and Tawny Moore

**ABSENT:** Mallory Wetherell and Jada Ruff

**I. Approval of the April 14, 2022 Minutes – approved via email**

**II. Slate of 2022 Summer Graduates – approved via email**

**III. Graduate Dean's Report**

A. *New Members and Student Members*

Dean Ellis welcomed new and returning council members followed by introductions. New members include: Ngan Chau replacing Frank Tenkorang, Benjamin Brachle fulfilling Jeong Hoon Choi's term and John Bauer completing Peter Longo's term who recently resigned. Martonia Gaskill will be replacing Janet Steele as the Executive Graduate Council and At-Large member. Tawny Moore and Jason Baker are the new student representatives on the council.

B. *NU Advance*

Nu Advance is the new title of the non-credit sector. There will be a soft launch this fall with a full launch soon after. Examples of non-credit courses could be professional development, safety center courses, boot camps, continuing education, senior college, etc.

C. *Graduate College Bylaws*

Graduate Council approved the revised bylaws in the spring, but they have gone under further revision. Ellis told the council that he will likely call for a vote before the next meeting. **The revised Graduate College Bylaws and Policies were sent out and approved via email vote on 9/22/22.**

D. *3MT*

The 3MT (Three Minute Thesis) will be held again this year.

E. *Newsletter*

Our department will publish two newsletters: one focusing on graduate studies and the other highlighting areas of academic outreach.

F. *Graduate Review*

This is a digital journal for graduate students to publish their research. Since the journal was well received, this year there will be two volumes published with 7-8 articles per volume.

G. *Professional Development Academy*

The goal of the Professional Development Academy is to provide a workshop series for students, regardless of year or program, to develop skills beyond the classroom. The Academy has been reworked to offer 15–20-minute asynchronous sessions taught by a variety of experts in their fields. Baker informed the council of his experience with the Academy.

H. *Graduate Student of the Year Award*

This is a first-time award presented to a graduate student based on classroom, research, and service. Our first recipient is Broc Anderson from History.

- I. *Trends*  
Current trends show that new graduate programs are innovative and cater to the working adult. Examples include offering 8-week courses or 30-hour masters programs. Ellis urged the council to explore program revisions.
- J. *Learning Outcomes / Syllabi*  
HLC will be conducting their site visit next year. We need to have a syllabus for each class that is taught. If multiple instructors teach the same class, we need the same course description and learning outcomes. There will be a process for submitting those and Adkins will convey that when it has been established. Ellis stated that only active classes need to have the syllabi.
- K. *Handout - "Graduate Program Chair Resource Guide"*  
Ellis stated that this is a basic guide for what is expected of a GPC. Linda and Carmen will be meeting with GPC chairs soon for instruction and training. Ellis explained the reporting lines – GPC are appointed by the Dean of the Graduate College and reports directly to the Graduate Dean.
- L. *Graduate Student Association*  
Several years ago, there was an active organization which Ellis would like to rebuild. The Graduate Student Association Constitution was distributed, and feedback would be appreciated. This organization will give voice to graduate students.
- M. *DEI Council*  
Maha Younes, Chief Diversity Officer, is developing a strategic plan where each college creates a DEI council. Please let Ellis know if you are interested in the graduate college DEI council
- N. *Handout - "Office of Graduate Studies & Academic Outreach Overview and Future Direction"*  
This handout provides a listing of our staff and who to contact for specific information. Adkins will add the programs the online coordinators work with and send an electronic version so the council has active links.
- O. *Committee Assignments*  
Ellis explained the three committees and told council members which committee they will be serving on. Ellis directed Committee I to devise an annual review policy. The GPC's will be responsible for reporting back and reflecting on the past year to identify what areas we need to put marking funds into, what departments need more GA help, program strengths, weaknesses, areas of improvement etc. Ellis explained that we can then make more data-driven decisions.
- P. *UNK on the Bricks*  
This is an effort to connect with downtown. Two events have been held and the last program featured Title IX. November's theme is No Shave November and Cancer Awareness.

#### **IV. Committee Reports**

- A. Policy & Planning Committee – no report.
- B. Academic Programs Committee – no report.
- C. Faculty & Student Affairs Committee – no report.

#### **V. Other Business**

Additional discussion was held on 8-week classes, livestreaming of events, adjunct contracts, online training for adjuncts and bringing online students to campus. There being no other business, the meeting adjourned.

Respectfully submitted,  
Janna Shanno