

School of Graduate Studies

Graduate Council Minutes

September 22, 2016

Dempster Hall 102

Members: Present: Gathman, presiding; Fonseka, Garner, Gause, Glackin, Gray, Heischmidt, Grueneberg, McFerron, Powell, Schmidt, Severtson, Sides, K. Timlin, M. Timlin, Walling, and Wang.

1. **Welcome:** Dr. Gathman welcomed all members to the first meeting of the academic year and explained his role as Interim Dean of the School of Graduate Studies. Due to the fact that new members were added for the academic year, Gathman asked everyone to introduce themselves to the group.
2. **Minutes:** A motion to approve the minutes from April 14, 2016 was made by Gause/Walling. Minutes were then approved by the council.
3. **Reports:**
 - a. **Interim Dean's Report:** Gathman noted the Graduate Studies Office has worked with Jenna Burr in HR to create an updated, comprehensive list of those with graduate faculty status. This updated list of graduate faculty is available on the Graduate Studies website.
 - b. **Curriculum Committee:** No report
 - c. **Academic Standards:** No report
 - d. **Assessment Committee:** No report
4. **Action Items:**
 - a. **Reorganization of Departments in the Harrison College of Business**

Dr. Heischmidt gave an overview of this proposal stating that the current Department of Management and Marketing would be divided into two new departments. Heischmidt stated this would allow the faculty, chairpersons, and supporting staff in the two new departments to have a more equal distribution of workload and an ability to focus on the growth and enhancement of all affected programs. Heischmidt confirmed College Council had already approved the proposal.

A motion to approve the reorganization was made by Schmidt/Heischmidt. The Council then moved for approval.
 - b. **College of Science, Technology, and Agriculture (New Course Additions)**

IM515 Advanced Technical Communication
IM516 Documenting & Presenting Technical Instructions and Proposals
IM517 Software in Technical Documents

IM518 Advanced Technical Document Design, Organization & Graphics
IM520 Technical Training and Development
IM521 Technical Change and Human Resource Development
IM522 Technical Leadership in Training and Development
IM523 Training and Development of Technical Teams

Dr. Wang asked if the textbook for IM521 is a classic or should be updated rather than using the 1993 edition included in the course approval information. Dean Glackin asked if the library is contacted during this process to insure adequate availability of relevant materials. Gathman stated it is not and asked Glackin to create a potential process related to this for review. Gathman noted the accessibility statement and academic honesty verbiage are transposed on each of the documents. Gathman also noted there are no descriptions of the additional requirements of these courses for graduate level students.

A motion to return the courses for amendment was made by Heischmidt/Severtson. The Council then moved to return for amendment.

5. Recommendation for Graduate Faculty Status:

The following individuals were approved for Graduate Faculty Status:

| | | |
|----------------------------|---|---------|
| 1. Thomas Anderson | Biology | Adjunct |
| 2. Rebecka Brasso | Biology | Regular |
| 3. Jeremy Ellermeier | Biology | Regular |
| 4. Marcia Fletchall-Wilmes | Nursing | Adjunct |
| 5. Kelli Gottlieb | Chemistry | Regular |
| 6. Owen Jones | History | Regular |
| 7. Lindsay Lambert | Chemistry | Adjunct |
| 8. Christina Ragain | Chemistry | Regular |
| 9. Holly Wagner | Educational Leadership & Counseling | Regular |
| 10. Shu-Chuan Wang-McGrath | Modern Languages, Anthropology, & Geography | Regular |
| 11. Jennifer Weber | Biology | Regular |
| 12. Angela Williams | Nursing | Adjunct |

6. Other:

Gathman reminded the Council of the Excellence in Research and Teaching awards and encouraged nominations by the October deadline.

Meeting adjourned.

Next Graduate Council Meeting:

Thursday, October 20, 2016

8:30-10:00 a.m.

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