Graduate Council Meeting

November 11, 2020

Attendance: Dr. Brooke Moore, Dr. Kimberly Chappell, Ms. Rhonda Weimer, Dr. Karmen Porter, Dr. David Fitzhugh, Dr. Gary Anderson, Ms. Misty Koonse, Dr. Brent Goertzen, Dr. Phillip Olt, Dr. Scott Robson, Dr. Kim Perez, Dr. Tim Schafer, Dr. Candance Mehaffey-Kultgen, Dr. Pauline Scott, Dr. Eric Gillock, Dr. Janelle Harding, Dr. Dharma Jairam, Dr. Valerie Yu, Dr. Elliot Isom

Guest- Dr. Valerie Zelenka

**Meeting starts 3:03PM**

**1. Hello to all**

**2. Approval of minutes**

Approval of minutes from last meeting was unanimous.

**3. Curriculum Committee report**

2 programs were presented by the Curriculum Committee

1st: The accelerated program for English was approved with changes from the Curriculum Committee. The program application requirement is updated to require 2 letters of recommendation to keep in line with other graduate level programs. 800 level courses can be taken as an undergrad, specifically the graduate level research course was intended to be taken. The accelerated program is approved unanimously.

2nd: MS in Computer Science: Curriculum Committee voted to table the program pending resubmission and update to course listings, documentation, and syllabi. Also, most courses were at the 600 level, and not enough courses were at 800 level to be consistent with KBOR and FHSU policies. The program was tabled unanimously for updates.

Courses for review

2 courses were reviewed for MS in Computer Science. Both courses submitted were vague in grading, course guidelines, and learning objectives. These courses were tabled to be resubmitted unanimously.

EDL 901: District Technology Operations and Management- The revised and updated syllabus was submitted to Mr. McNeil for review. Course was proposed due to state and national standards for students changing in the EDS program. Move to accept EDL 901, seconded by Rhoda Weimer, approved unanimously.

CRJ 655G: Correctional Administration- Committee voted to approve syllabus. This is an exemplary example of a submission for a 600G level course. Approved unanimously

*Background Information: With the switch to Workday and away from Lotus Notes, the Curriculum Committee has noticed that information needed for course/program approval has been removed or is not located in the same place. Therefore, not all the documentation needed is being submitted with new courses/programs. This new form will have all the information needed in one location.*

New Graduate Course Review Form-The form is to determine what evidence is needed for course approval. This is to make all documentation in one location available to the Curriculum Committee for new courses due to the switch to Workday. The new form makes the Best Practices information more accessible when making a course syllabus. The new form provides information to all faculty/colleges/departments on what to submit when creating a new course. Motion to approve Dr. Brooke Moore, seconded Dr. Candance Mehaffey-Kultgen. Approved unanimously.

Proposal to the Graduate School regarding course creation. Please create/update website to provide information regarding course creation, examples of excellent course/program creation to be added. Graduate school will contact TILT to work on what is available and what to update.

4. Graduate Research day at the Capitol Update

Virtual Research day: Website is available to view at <https://ltblogs.fhsu.edu/cgrs2021/>

Selected students will present abstract, poster, and video presentation on the website. All students will submit for their university. Students will submit to BioKansas on certain topics to be determined by BioKansas, and students will add an additional two minutes, for a total of 5 minutes, for BioKansas presentations.

Deadline for submissions is Feb. 4, event is Feb. 18.

**5. Voting on recommendations**

*Background Information: Voting on the creation of an Awards Committee for the 4 awards as well as to provide guidelines on the criteria needed to submit/win the awards. Voting on the update of language for the Leveling Hours policy to make enforcement of the Leveling hours consistent across programs. Voting on the English Language Proficiency to provide consistent information to students regarding what English tests we will accept and the scores needed for Graduate School acceptance. Admission Denial is being held back for review regarding appropriate language and for what exactly can be told to students regarding their denial.*

Vote on Outstanding Graduate Teaching Assistant Award

Yes 20 No 0 Abstain 3

Vote on Outstanding Thesis/Dissertation Award

Yes 20 No 0 Abstain 3

Vote on Outstanding Graduate Student Research and Creative Activity Award

Yes 20 No 0 Abstain 3

Vote on Outstanding Graduate Adviser Award

Yes 20 No 0 Abstain 3

Vote on Leveling Hours

Yes 20 No 0 Abstain 3

Vote on English Language Proficiency

Yes 20 No 0 Abstain 3

**6. From the floor**

Misty Koonse from OSSP:

* Kansas Undergraduate Research Day will be virtual and will be held March 2nd,3rd,4th. We are currently accepting abstracts. 5 posters will be selected to represent FHSU.
* The call for the next round of GSE grants will be released in early December. 16 were awarded for the fall semester.
* Nine FRE grants have been awarded and projects are getting underway.
* SACAD will be held April 15 and will be virtual. The definitions and scoring rubrics have been revised. More information will be provided soon.
* Ask Leslie if any questions

Update on Graduate Dean search: Dec 3rd is when the application closes.

**Meeting End 3:33pm**