Graduate Council

April Meeting Minutes

1. **Call to Order & Update from Jenn / Convocation News 3:00-3:15**

Dr. Bonds-Raacke has accepted the Vice President for Academic Affairs position at St. Norbert College in Wisconsin.

Dr. Bonds-Raacke was informed that the Graduate School would not be asked to provide a report at this year’s spring Convocation. Dr. Bonds-Raacke will send Dr. Mason a list of the Graduate School faculty and student award winners and a list of key scholarship activities from the year to include at Dr. Mason’s discretion.

**Attendees:** Dr. Jennifer Bonds-Raacke, Dr. Phillip Olt, Dr. Candace Mehaffey-Kultgen, Dr. Scott Robson, Dr. Brooke Moore, Dr. Kimberly Chappell, Dr. Gary Andersen, Dr. Suzanne Becking, Dr. Valerie Yu, Dr. Eric Gillock, Dr. Brent Goertzen, Dr. Trey Hill, Dr. Karmen Porter, Dr. Kimberly Perez, Ms. Tanya Smith, Dr. Paul Faber, Ms. Leslie Paige, Ms. Jessica Feldhausen, Dr. Thomas Shafer, and Dr. Pauline Scott.

**Not in Attendance:** Ms. Linda Ganstrom, Dr. Elliott Isom, and Dr. John Zody.

**Guests:** Ms. Staci DeWild, Ms. Katelyn Haschke, and Ms. Misty Koonse.

1. **Graduate Council Curriculum Sub-Committee 3:15-3:25**

Council members voted on the sub-committees recommendations listed below:

Course Approvals:

1. IDS 815
2. AEP 979 Variable Courses – READ

\*The sub-committee voted unanimously in favor of these courses with one respective abstain for each course approval.

Program Approval:

1. HRIS Concentration

\*The sub-committee voted unanimously in favor of this program approval.

Dr. Bonds-Raacke moved a motioned to vote on these recommendation collectively. All members were in favor.

Best Practice document was approved by council with a friendly amendment. All members were in favor.

Dr. Bonds-Raacke reminded the council that at this time no action may be taken in Lotus Notes due to the transition to Workday. She asked Dr. Paul Faber to ensure these three approvals take place in the system, if she is gone when we receive the green light to use LN.

1. **“Say It In 6” Voting 3:25-3:35** Council members viewed and voted on the “Say It In 6” submissions. 28 graduate students participated. Council members picked one winner from each category (3). Category winners will receive $300 towards professional development and all other submissions will receive $100 for professional development. Funds will be transferred to the OOE account of each student’s department. Department administrative assistants will work with the student regarding reimbursement.
2. **Reminders 3:35-3:45**
* **Faculty Development Training** –

FOUR SKILLS TO BUILD PROFESSIONAL MINDSETS WITH STUDENTS

Monday, April 29, 2019-3:00 - 4:00 p.m. - Albertson Hall, Room 306
Tuesday, April 30, 2019-3:00 - 4:00 p.m. - Albertson Hall, Room 306
RSVP: [http://gradfaculty-webinar3.rsvpify.com](http://gradfaculty-webinar3.rsvpify.com/)

* **GA Training** - The last GA training will be April 16th from 2:30-3:30 PM in Albertson Hall 306. Leslie Paige will lead the final session on stress management and wellness.
* **Implicit Bia Training**- Please encourage graduate faculty members who review applications to view the following training video: “Implicit bias: A brief overview and practical strategies for reducing bias when reviewing applicants.” The training gives specific examples of ways we can reduce involuntary discriminatory practices. <https://use.vg/>
* **Graduate Ceremonies -** The Graduation RSVP form was sent out. MLS and MPS students will be able to select if they walk on Friday or Saturday. Please communicate with your students, so they will understand the implications of their decisions.
* **Nominations –** Nomination links for graduate student and faculty awards were posted to Blackboard and the Graduate Faculty tab on the Graduate School webpage. **Nominations are due by Friday, April 26th at noon.**

**Graduate School Calendar of Events**

04/29/19 Comprehensive exam ballots due to Graduate School

 Thesis/Field Study due to Graduate School for vetting

05/17/19 9am Commencement for Arts, Humanities, & Social Sciences & Health and Behavioral Sciences

05/18/19 9am for Commencement for College of Education, Robbins College of Business and

Entrepreneurship Werth College of Science, Technology and Mathematics

06/14/19 FY 20 GTA Allocation Excel files are due to Staci