GRADUATE COUNCIL MINUTES
Thursday, November 13, 2014
FDHL 2147 – 3:30 p.m.

PRESENT: John Bauer, Greg Brown, Sharon Campbell, Sherry Crow, Linda Crowe, Mark Ellis, David Hof, Lisa Kastello, Janet Lear, David Palmer, Jeanne Stolzer, Marguerite Tassi, Kathryn Zuckweiler, Joel Cardenas, Jessica Estes, and Mariah Ramold

ABSENT: Chris Exstrom, Susan Jensen, Chris Jochum, Max McFarland, Julie Shaffer, and Sheryl Heidenreich

I. Approval of the September 11, 2014 Minutes – approved via email

II. Graduate Dean’s Report

A. Update on Online Worldwide. Dr. Taylor reported that she received the definitions of “online only” and “blended” and will forward that information to the council.

B. GA Insurance. Central Administration has been working with the NU System campuses to address how to provide health insurance to our graduate assistants due to the Affordable Care Act. The GA’s will be informed that they can choose the StudentBlue Plan, a BCBS Bronze plan, or opt out of taking any insurance. If the GA does not take any action by December 5, they will automatically be enrolled in the StudentBlue health plan. Dr. Taylor encouraged the council to work with their GA’s on this and we will contact the students as well. Our office will pay a percentage of the premium if they are a GA that our office pays for. If a department pays for a GA, they will be responsible for that portion of the premium. A handout with this information was distributed.

C. IRB Update. Dr. Zuckweiler announced that the IRB has had an increase in the number of protocols but is now slowing down. An automated system for Conflict of Interest was discussed. New federal regulations require UNK to show a good faith effort to be in compliance by December 27. Dr. Taylor is currently working to purchase an automated system from UNL. This software will have modules for Conflict of Interest as well as IRB and the Office of Sponsored Programs and will be customized to our needs. Eventually all faculty and staff will need to complete a Conflict of Interest form to help manage issues. Information sessions will be held in the spring once the system is in place.

D. Graduate Faculty Information. Dr. Taylor informed the council that Dr. Fritz requires two publications for graduate faculty status which demonstrates continuing scholarly/creative activity. Our office is currently tracking those needing to obtain graduate faculty status according to their contract letters.

E. Graduate Studies APR. Dr. Taylor is currently looking for an outside reviewer for the APR but has not found one yet.

F. Nominations for Gonfalón Carrier. Dr. Taylor encouraged the council to nominate individuals to serve in this capacity. The last two carriers have been from NSS so another college will be represented this coming graduation. The carrier will be required to attend commencement practice.

G. Catalog changes approved by Dr. Taylor.
   BIOL 831A  Biological Research: Hypotheses and Justification
   MUS 820P  String Pedagogy
III. Committee Reports

A. Policy & Planning Committee – no report

B. Academic Programs Committee moved to approve changes for the following courses:

For Graduate Council Information

1) Approved request from Business Education to add a new course – BSED 802P: Automated Office Systems.

For Graduate Council Action

1) Request to Add a New Certificate Program - Alcohol and Drug Counseling Graduate Certificate - in the College of Education-Counseling and School Psychology/Counselor Education Department. This certificate meets the need for clinicians and students in the counseling field to obtain a professional license in addiction counseling. Comes as a seconded motion to the Graduate Council. Discussion followed. Suspend motion to approve and table pending permanent course number to replace special topics course listed in the proposal.

C. Faculty & Student Affairs Committee

1) The committee is currently reviewing thesis for campus awards but will not have a MAGS submission because of this year’s categories.

IV. Other Business

A. Dr. Taylor handed out the policy for undergraduate seniors taking a graduate class and the proposed changes to this policy. The council voted unanimously (Zuckweiler/Lear) to add exclusion information as well as change the maximum load of undergraduate-graduate hours to no more than eighteen (previously twelve). Policy with highlighted changes below will be effective immediately and will be changed in the Graduate Catalog - page 15, #3 under “Graduate Student Classification.”

3. Senior (undergraduate) Student: A Student requiring fifteen hours or fewer (excluding student teaching, practicum, or internship) for the Bachelor’s Degree may be allowed to enroll in graduate classes. Qualified students must have a G.P.A. of 3.00 or higher, will not be permitted to register for more than six semester hours of graduate courses, and the maximum load of undergraduate-graduate hours may be no more eighteen hours. Enrollment must be approved by the Dean of Graduate Studies and Research, the instructor or department chair, and the student’s advisor. Graduate courses taken to complete requirements for the Bachelor’s Degree may not be used subsequently to satisfy requirements for a graduate degree. However, graduate courses not applied to the baccalaureate degree may be applied toward a graduate degree.

In addition, the last two sentences of this policy was reviewed and voted unanimously (Crow/Campbell) to leave as is.

B. The council bid farewell and best wishes to Linda Crowe as she is leaving the council and UNK.

Respectfully submitted,
Janna Shanno, Recording Secretary