

GRADUATE COUNCIL MINUTES  
669<sup>th</sup> Meeting  
September 12, 2022

MEMBERS PRESENT: Wilks, Ahles, Arado, Barnes, Burchfield, M. Clark, Crowley, Duffrin, Garver, Gordon, Hunt, Jaekel, Klonoski, Mantzke, Moghimi, Pitney, Qin, Saiyed, Scherer, Shulman, Simonson, Swingley, Wasonga, Wu and Yadav

MEMBERS ABSENT: Glesner and Xia

OTHERS PRESENT: Barshinger (Secretary), McFarland McKee (Catalog Editor/Curriculum Coordinator), Matuszewich (Associate Dean of CLAS), S. Cox (Ombudsperson) and Lindell (Administrative Assistant in IA)

Dean Wilks called the meeting to order at 10:02 a.m.

Dr. Wilks welcomed everyone to the first Graduate Council meeting of the new academic year. She also reported on the Welcome Week events that she attended. She mentioned the engagement of graduate students and how the international student population was very visible during Welcome Week. She was very happy with the turn out.

Wilks announced to the Council that the 10-day enrollment report will be coming out in the Northern Today. Please look for that.

Dr. Wilks asked each Council member to introduce themselves and include their program they represent.

Priority Business

***Establishment of Standing Committees of the Graduate Council:*** Graduate Council members were previously asked to choose four sub-committees on which they were interested in serving. Dean Wilks thanked the council for volunteering to serve on these committees. Additional vacancies were filled with non-Council members to ensure appropriate representation by each college. CHHS, CLAS and CVPA have vacancies left to fill. Wilks asked for a motion to approve the standing committees. Mantzke made a motion to approve the 2022-2023 Standing Committees of the Graduate Council. Garver seconded. There were no objections. The standing committees were approved unanimously.

***Selection of an Assistant Chair of the Graduate Council:*** This person serves as acting chair when the chair is absent and assists with creating the agenda when called upon. The assistant chair also meets with Carol McFarland McKee and the curriculum chair every month to review and screen curriculum proposals. Another duty is to serve as an *ex officio* member on the University Council and Faculty Senate. Jaekel self-nominated. Arado seconded the nomination. There were no other nominations. The Graduate Council approved Dr. Jaekel's appointment to serve as the assistant chair of the Graduate Council for the 2022-2023 academic year.

***Selection of Representatives to University Committees:*** Wilks asked for volunteers from faculty and student vacancies on university committees. Dr. Rebecca Hunt agreed to serve on the Libraries Advisory Committee. Wilks stated she would represent the Graduate School on the University Committee of

Advanced Non-Teaching Educator Licensure Programs and the University Committee on Initial Educator Licensure.

There were four university committees requiring graduate student representation. During the meeting, Dashiell Shulman (PHIL) volunteered to serve on the Campus Security and Environmental Quality Committee. Vaibhav Balkrishna Yadav (ELE) volunteered to serve on the Libraries Advisory Committee. Anna Simonson (FINA) volunteered to serve as student representative on the University Council. Nazia Saiyed (KNPE) and Dashiell Shulman (PHIL) volunteered to serve as student representatives on the Faculty Senate. The Council approved unanimously. Dean Wilks thanked everyone for agreeing to serve on these University committees.

### Committee Reports

***Criminal Disclosure Review Committee Report:*** Wilks reviewed the report that was distributed prior to the meeting. The Criminal Disclosure Review Committee meets as needed throughout the year. This committee reviews personal statements, court documents, and police reports submitted by an individual that applies to the Graduate School indicating they have been convicted of a felony or have felony charges pending. The committee reviewed three cases this year. Two cases were approved to proceed through the admissions process. The third case required the student to supply more information and did not comply. No action was made.

***Graduate Council Appeals Committee Report:*** Wilks briefly reviewed the previously distributed report. The Graduate Council Appeals Committee met three times via email and three times through Microsoft Teams. The committee reviewed 71 appeals. Sixty-three were for general reinstatement, of which six were denied. One requested a special repeat option for a third time which was denied; one SAL requested reinstatement to apply to a degree seeking program which was approved; one requested reinstatement with a program change which was approved; two requested reinstatement to admissions after the 10 year rule and were approved; one was removed from a program because not meeting the conditional admissions requirement which was approved; one requested a third attempt at the candidacy exam which was approved; and one reinstatement to re-apply which was approved.

### New Business

#### **Curriculum Changes**

Wilks announced that Kate Mantzke will continue her role as curriculum chair from last year. She has served on the Graduate Council for many years and she has been the graduate council curriculum chair for the past two years.

Mantzke introduced Carol McFarland McKee. She is the new curriculum coordinator and catalog editor. She shared with the Council on how the curriculum processes are done throughout the University.

**College of Business:** Mantzke summarized the curriculum changes proposed by the College of Business. Refer to the curriculum attachments for more information.

Mantzke asked for a motion to approve the curriculum changes submitted from the College of Business. Pitney made the motion to approve and Garver seconded. No discussion was made. The Council approved these changes unanimously.

**College of Visual and Performing Arts:** Mantzke summarized the curriculum changes proposed by the College of Visual and Performing Arts. Refer to the curriculum attachments for more information.

Mantzke asked for a motion to approve the curriculum changes submitted from the College of Visual and Performing Arts. Pitney made the motion to approve and Garver seconded. No discussion was made. The Council approved these changes unanimously.

#### Old Business

No old business was discussed.

#### Announcements

**Mandatory Minimum GA Stipends FY23:** Wilks suggested a change to the catalog language concerning the minimum stipend levels. The change would charge the Graduate Council with making a recommendation to the President/Provost as to the minimum stipend. Recent practices concerning mandatory minimums and salary increases have caused some confusion for administrators who are processing PAF paperwork.

**Rhoten Smith Working Group:** This group met over the summer to set up new structures. They are creating eligibility requirements and how the award will be distributed. The group is also working on ways for this fellowship to be used as a recruitment and retention tool. The new working group is planning to have training sessions to help units create an acceptable hiring package. Jaekel asked the Council to reach out if there are questions. Recommendations are also welcome.

**Catalog Changes:** Wilks announced that the Standards Committee will be very busy this year. She has been reviewing the graduate catalog and would like to update and review a few things. Currently she is working with the Registrar on creating a shared academic calendar that lists important dates and deadlines. Currently the graduate school doesn't have an academic calendar. Wilks also highlighted a few items that she would like to discuss and review with the Standards Committee. 1.) Graduate withdrawal processes; 2.) Graduate admission requirements; 3.) Duolingo; 4.) IRB paperwork; 5.) Dean's designees; 6.) Academic dismissal processes; 7.) ProQuest mandates; and 8.) Dissertation Committee Chairs and Directors.

#### Adjournment

Mantzke made a motion to adjourn the meeting and Arado seconded. The meeting was adjourned at 11:14 a.m.

# **Agenda items for Curricular Changes for Inclusion to the Graduate Council Agenda for**

**September 12, 2022**

## **I. COLLEGE MINUTE ITEMS – Section A**

### **A. College of Business**

CBUS 12 (AY 2021-2022)

- Item CBUSGR21.22.12.01 / OCC to M.S. in Digital Marketing

### **B. College of Visual and Performing Arts**

CVPA 12 (AY 2021-2022)

- CVPA21.22.11.12 / OCC – Title change for art history M.A. and B.A. degrees and Minor in School of art and Design
- CVPA21.22.11.13 / OCC – Corresponds with title change above

## **II. COLLEGE MINUTE ITEMS – EXPEDITED**

### **A. College of Visual and Performing Arts**

CVPA 11 (AY 2021-2022)

- CVPA21.22.11.14 / CR – THEA 504 Description change
- CVPA21.22.11.15 / CR – THEA 578 Description change
- CVPA21.22.11.16 / CR – THEA 589 Description change
- CVPA21.22.11.17 / CR – THEA 708 Description change

**GRADUATE COUNCIL**  
**2022-23 Academic Year**  
**September 12, 2022**

SECTION A – For consideration of inclusion in the 2023-24 Graduate Catalog p. 1 of 1

**COLLEGE OF BUSINESS**  
**DEPARTMENT OF MARKETING**

Other catalog change                      **CBUS21.22.12.01**      2022-2023 Online Graduate  
Catalog [LINK](#)

Master of Science in Digital Marketing

↓

Degree Requirements (30-37)

↓

Phase Two (30-31)

Marketing Strategy Foundation (15)

Required courses ~~(9)~~ **(12)**

- MKTG 599 – MSDM Portfolio Credits: 0
- MKTG 603 – Marketing Research and Analysis Credits: 3
- MKTG 662 – Artificial Intelligence in Digital Marketing Credits: 3
- **MKTG 663 – Data-driven Marketing Decisions Credits: 3**
- MKTG 670 – Digital Marketing Strategy Credits: 3

~~Two~~ **One** of the following ~~(6)~~ **(3)**

- MKTG 626 – Brand Strategy Credits: 3
- ↓
- MKTG 660 – Marketing Seminar Credits: 3
- ~~MKTG 663 – Data-driven Marketing Decisions Credits: 3~~
- MKTG 664 – New Product and Service Innovation Credits: 3

Digital Marketing Foundation (12-13)

↓

*Rationale: These changes will add rigor to our program by requiring students to take a marketing data-driven course. This enhancement will now require all MSDM students to take a data-driven marketing course, based on student feedback from graduates and our portfolio metrics.*

**GRADUATE COUNCIL**  
**2022-23 Academic Year**  
**September 12, 2022**

SECTION A – For consideration of inclusion in the 2023-24 Graduate Catalog p. 2 of 1

**COLLEGE OF VISUAL AND PERFORMING ARTS**  
**SCHOOL OF ART AND DESIGN**

Other Change Proposal: **CVPA21.22.11.12** 2022-23 Graduate Catalog [LINK](#)

**The Graduate School**



**Graduate Concentrations and Certificates of Graduate Study**



**Certificates of Graduate Study**



Art History **and Visual Studies**

Rationale: *This correction corresponds to a title change for the art history M.A. and B.A. degrees and Minor in the School of Art and Design.*

Other Change Proposal: **CVPA21.22.11.13** 2022-23 Graduate Catalog [LINK](#)

**Art History **and Visual Studies** (18)**

**Certificate of Graduate Study**

This certificate is designed to enhance knowledge of the history and significance of art and design practices and should be of interest to artists, educators, and museum or gallery professionals working in arts-related fields who do not wish to commit to M.A. study in Art History **and Visual Studies**. Course work leading to the Certificate of Graduate Study in Art History **and Visual Studies** permits both focused and wide-ranging study and results in recognition of that study on the student's transcript. The certificate is available to students in good standing in any graduate program in the university, though successful completion of the M.A. Art Specialization in Art History **and Visual Studies** program will supersede the certificate. Students-at-large in good standing may also pursue the certificate.



Rationale: *This correction corresponds to a title change for the art history M.A. and B.A. degrees and Minor in the School of Art and Design.*

**GRADUATE COUNCIL  
2022-23 Academic Year  
September 12, 2022**

SECTION E – Recorded for inclusion in the 2022-23 Graduate Catalog via the  
Expedited Curricular Process p. 1 of 2

**COLLEGE OF VISUAL AND PERFORMING ARTS**

**For 2022-2023 Graduate Catalog**

**SCHOOL OF THEATRE AND DANCE**

Course Revision: **CVPA21.22.11.14**

2022-23 Graduate Catalog [LINK](#)

**THEA 504 - Stage Combat**

Introduction to the fundamental skills of **Safe and** effective stage **theatrical** violence. Exploration of hand-to-hand, rapier, and dagger usage on stage. Teaches a fundamental understanding of violence on stage which provides a basis for an advanced application to the technique of stage combat techniques including hand-to-hand and weapons usage. **Repeatable to a maximum of 6 credit hours.**

Credits: 2

Rationale: *Updated course description more accurately reflects current practice and course content.*

Course Revision: **CVPA21.22.11.15**

2022-23 Undergraduate Catalog [LINK](#)

**THEA 578 - Period Style for the Theatre I: Architecture and Décor**

Intensive investigation of period style from pre-Egyptian through the Renaissance as it relates to theatrical production. Exploration of period clothing, manners, décor, and architecture with projects from dramatic literature. **Architecture and décor related to culture and the performing arts from the pre-Egyptian through the current era.**

Credits: 3

Rationale: *Catalog change reflects current practice of teaching THEA 578 and 579 as individual courses with 578 covering architecture and décor of the Western world from ancient civilizations to the current era and THEA 579 covering clothing and personal dress practices.*

Course Revision: **CVPA21.22.11.16**

2022-23 Undergraduate Catalog [LINK](#)

**THEA 579 - Period Style for the Theatre II: Costumes**

Intensive investigation of period styles from Egyptian through contemporary as it relates to theatrical production. Exploration of period clothing and manners in costumes and dressing customs of various cultures from ancient civilizations through the current

**GRADUATE COUNCIL**  
**2022-23 Academic Year**  
**September 12, 2022**

**SECTION E – Recorded for inclusion in the 2022-23 Graduate Catalog via the Expedited Curricular Process** p. 2 of 2

era as it relates to the performing arts.

Credits: 3

Rationale: *Catalog change reflects current practice of teaching costumes and dressing customs of various cultures from the ancient world to the current era in a single course instead of current catalog listing where art and décor are combined with dressing customs and divided chronologically.*

Course Revision: **CVPA21.22.11.17** 2022-23 Undergraduate Catalog [LINK](#)

**THEA 708 - Verse Drama**

Integrated voice and performance work on **sonnets**, scenes, and monologues from a **variety of different periods of verse Greek to Elizabethan drama. Emphasis on scansion and application of metrical forms to the actor's text.**

Prerequisites & Notes

PRQ: Admission to the M.F.A. specialization in acting or consent of school.

Credits: 3

Rationale: *Updated course description more accurately reflects current practice and course content.*