

# **Graduate Council Minutes**

## **Monday, October 7, 2024**

### **Via Zoom**

**Attendees:** Melanie Worsley (ex-officio), Emily Grant (ex-officio), Leah Brown, (ex-officio), Jim Schnoebelen, Danny Funk, Zenova Williams, Tracy Davies, Becky Dodge, Sarah Holt, Dave Provorse, Michele Reisinger, Barbara Scofield, Michael Rettig, Lydia Diebolt, Pat Dahl, Jenny Lamb, Stacy Conner

**Not present:** Tracy Routsong

**Guest:** Mark Kohls

**Notes taken by:** Beth Mathews

- I. Call to Order - The meeting was called to order by Jim Schnoebelen at 12:02pm.
  - a. Introduction of members
  - b. Selection of chair
    - i. Jim Schnoebelen called for nominations for chair. Barbara Scofield nominated herself and the motion was seconded by Jim Schnoebelen. Motion passed.
    - ii. Barbara Scofield takes over as chair of the meeting at this time.
- II. Approval of Minutes
  - a. A motion was made by Sarah Holt and seconded by Jim Schnoebelen to approve the May 6, 2024, minutes. Motion was approved.
- III. Old Business - none
- IV. New Business – Jim Schnoebelen shared with the committee a request by Mark Kohls to present a request for a new Allied Health program. The request is made due to governance process and timelines in order to have the program presented to WUBOR at their December 5 meeting. The action would require an electronic vote to be made by Monday, October 14. Votes are to be emailed to Beth Mathews.
  - a. Jim Schnoebelen made a motion to add Medical Dosimetry as new business to this agenda. Pat Dahl seconded the motion. Motion was approved.
  - b. Mark Kohls shared the CourseLeaf proposal for a master's degree path in Medical Dosimetry. It was explained it was a pathway for those in radiologic technology and radiation therapy.

- c. The program would be a master's degree which would be completed in four semesters starting in summer and ending the following summer and would be completed online.
- d. The program does involve a practicum and would be offered as full or part time program.
- e. There are no other programs of this nature in Kansas and the hours offered are similar to other programs. Hanover research was completed.
- f. The program would lead to at least one full time faculty/program director and possibly two should the program grow to more than 15 students.
- g. The program follows the new strategic framework and was passed by the SAS department last week.
- h. This is a first read. Beth Mathews should receive email votes no later than Monday, October 14 at noon.

V. Discussion

- a. Graduate Program Support – Melanie Worsley
  - i. The provost's office is requesting ideas for ways to grow or improve the graduate programs.
  - ii. Brief ideas should be sent to Beth Mathews by the end of October for compilation and presentation to the provost's office.
  - iii. Suggestions included new programs, program growth, programs that can work together.
- b. Graduate Recruitment – Leah Brown
  - i. Graduate fair will be held jointly with the Grad Fair on Wednesday, October 23 from 10am to 2pm in the Union. There is a sign-up link to participate. Deadline to register is October 16.
  - ii. Leah Brown will be attending the National Collegiate Honors Council Grad fair in Kansas City on November 1. Please provide a department elevator pitch or program to her by Friday, October 25.
  - iii. She is also looking to participate in other similar recruiting events, so feel free to share ideas or suggestions.
- c. Slate – Leah Brown
  - i. Moving into the next phase and will be scheduling one-on-one meetings for more training on bins and application portals.
  - ii. CollegeNet will not be used after November 1. Unsubmitted applications will not be transferred to Slate so there will be messaging on the website about applying.
  - iii. Meeting with Travis about communication triggers. In the meantime, communications will remain as they have been.

- iv. There is no returning graduate form. Do you want applicants to fill out a complete application or have a quick form?
  - d. Graduate application terms in CollegeNet (Beth Mathews)
    - i. There are some programs with open terms in CollegeNet. With the transfer to Slate on November 1, please advise how you want to manage closing terms for this fall.
- VI. Announcements – Next meeting will be held on Monday, November 4 at 12:00pm via Zoom.
- VII. Adjournment – there being no further business to discuss, Barbara Scofield concluded the meeting at 12:36pm.