

Graduate Council Minutes

October 24, 2016

12:00 – 1:00 p.m.

Lincoln Room/Union

Members Present: Michael Rettig (ED), Pat Dahl (CJ), Bassima Schbley (SW), Vickie Kelly (AH), Jim Schnoebelen (C/L), Bobbe Mansfield (SON), Shirley Dinkel (SON), Bob Boncella (SOBu), Kandy Ockree (SOBu), Michael McGuire (PY), Bruce Mactavish (MLS), Kayla Waters (HS), Sandy Tutwiler (Fac. Sen.), JuliAnn Mazachek (ex-officio)

Guest: Angela Duncan (SOS)

1. Meeting was called to order at 12:00pm.
2. Motions to approve/second meeting minutes from September 26, 2016, were made; minutes approved.
3. Programs did not have any current concerns or questions regarding the new admissions process. Angela Duncan, Student One Stop, provided a paper application for use only with non-degree seeking applicants when the online application is unavailable. Use of the paper application should be infrequent. Angela also reminded Council members that non-degree seeking applicants do not qualify for financial aid and must also pay the \$40 application fee, whether they apply online or use the paper application.
4. Pat Dahl and Michael McGuire will provide a draft proposal at the November meeting.
5. Juli Mazachek confirmed that the advertising budget for FY 2017 is the same as it was for FY 2016; no new funds were added for advertising. Juli will clarify whether the \$25,000 from the Academic Outreach office last fiscal year was a one-time contribution or ongoing advertising support. Juli also confirmed that promotional materials, particularly those with minimal text space such as the MAcc pens, may highlight the program name. Though the brand book is still being finalized, it is available for programs to consult on logo usage guidelines. The Council discussed potentially creating a campus advisory committee of students, faculty, and staff to provide input to the marketing committee.
6. Council members began a discussion on the future role of the Council, which will be continued at the November meeting. Topics to address include a 10-year vision of graduate programs at Washburn, the relationship between graduate programs and continuing education, and confirmation that the support Tim Peterson provided has been assigned new owners. Council members also agreed to expand communication

with academic deans by including them on meeting emails and granting them access to a newly created Graduate Council shared folder on the S:drive.

7. Vickie Kelly provided a brief overview of the handouts she created on common graduate program outcomes. She also clarified that HLC does specifically address graduate program assessment and, if the Council chooses to proceed, there are common areas among Washburn graduate programs that could be assessed. Further discussion will take place at the November meeting.
8. Due to time constraints, discussion of tuition for online graduate courses was postponed to a later date.
9. Meeting was adjourned at 1:10pm.

NOTE: During the meeting, the question was raised on whether the graduate incomplete policy needed to have Faculty Senate approval. Investigation following the meeting determined that the policy was in the 2016-2017 Graduate Catalog Addenda and no further action is needed.