

Graduate Council Minutes

Monday, April 7, 2025

Via Zoom

Attendees: Pat Dahl, Jenny Lamb, Michael Rettig, Melanie Worsley (ex-officio), Danny Funk, Tracy Davies, Emily Grant (ex-officio), Michele Reisinger, Michael McGuire, Becky Dodge, Leah Brown (ex-officio), Tracy Routsong, Sarah Holt, Barbara Scofield

Not present: Jim Schnoebelen, Zenova Williams

Guest: Tracie Lutz, Amy Memmer

Notes taken by: Beth Mathews

- I. Call to Order - The meeting was called to order by Barbara Scofield at 12:05 pm.
 - a. Approval of Minutes - February 3, 2025, and March 3, 2025
 - b. Motion was made by Tracy Routsong and seconded by Sarah Holt to approve the minutes as presented. There was no discussion and the motion was approved.
- II. Old Business – none
- III. New Business
 - a. New Program Proposal: Certificate in Higher Education
 - b. A motion was made by Tracy Routsong and seconded by Sarah Holt to discuss approval of this new certificate.
 - i. Tracie Lutz (on behalf of the Education department) shared that Dr. Steffan had asked her to share that the course design for the certificate is a stand-alone course for individuals who seek to develop and/or deepen their knowledge of Andragogy to effectively teach adults through the use of Best Teacher Practices. The course will provide and/or strengthen a teaching foundation for individuals who are currently, or will soon be, professional educators. The course would focus on andragogy, best practices, assessment, mastery of content, etc.
 - ii. Pat Dahl shared the department obtained feedback from MCJ graduates with an interest in teaching in higher education. Criminal Justice felt it would be beneficial and helpful to students to be able to obtain a certificate for teaching their subject matter.
 - iii. Discussion and questions concerning how the certificate would be incorporated not only into MCJ but possibly other

disciplines. Additionally, there was discussion on WU policy for undergraduate teaching at this level.

- iv. Further discussion on how or if the certificate would be positioned through the governance process. It was suggested that research should be initiated regarding governance policy in the faculty senate constitution.
- v. The chair commented that she felt reluctant to call a vote for approval of the certificate and the matter should be tabled to the next meeting for further discussion.

IV. Discussion

- a. Information only – Program Proposal Changes: Psychology
 - i. Michael McGuire – shared there is a new APA standard for accreditation for MA programs. Courses were added or changed to comply with the new APA standards. There was no change of credit hours.

V. Announcements

- a. Next meeting will be held on Monday, May 5, 2025, at 12:00pm via Zoom.

VI. Adjournment –There being no other business the meeting was concluded at 12:30pm.