

# GRADUATE COUNCIL MEETING MINUTES

November 2, 2023

**PRESENT:** Corey Davis, Un Chae Chung, Praveen Parboteeah, Todd Loushine, Alana Platt, Zach Oster, He Li, Andy Dahl, Avishek Bhandari, John Smith, Russ Kashian, Heather Rasmussen, Lynn Gilbertson, Nicole Weber, Jennifer Betters-Bubon, Karla Saeger, Wade Tillett, Shannon Stuart, Lindsey Greviskes, Denise Roseland, Alison Stangler, Bob Kuzoff, Kristen Prock, Rebecca Groves

**ABSENT:** Rylee Carpentier, Lucy Heimer, Hien Nguyen, Christine Neddenriep, Jessica Lauer

**GUESTS:** Angela Harlan, Kristin Plessel, Andrea Ednie, Paul Waelchli, Abbie Windsor, Heather Chermak

**PRESIDER:** Matt Vick

\*Previously notified.

The November, 2 2023 meeting was called to order at 2:16 p.m. by Dean, Matt Vick

- I. Approval of Minutes from the November 2, 2023 Meeting  
Praveen Parboteeah moved to approve the May meeting minutes. Corey Davis seconded. Motion passed.
- II. **Announcements**
  1. Student representative is needed for Audit and Review committee
- III. **Information Only**

Andy Dahl moved to receive and record the special courses. Zach Oster seconded and motion passed.

  1. Approved special courses:
    - COMPSCI 796-D Deep Learning
    - COUNSED 696-H Meeting the Needs of Diverse Learners
- IV. **Business Items**
  - A. **College of Arts and Communication**

NA
  - B. **College of Business and Economics**

NA

**C. College of Education and Professional Studies**  
NA

**D. College of Letters and Sciences**

Lynn Gilbertson moved to approve items D1-D2. Andy Dahl seconded and motion passed.

1. Curricular Action: Course Deactivation Proposal: **SOCWORK 580: RACE/ETHNICITY/SOCIAL JUSTICE: ISSUES FOR HELPING PROFESSIONALS**
2. Curricular Action: Course Deactivation Proposal: **SOCWORK 796: SOCIAL WORK PRACTICE AND TRAUMA**

**E. Suggested change to the course repeat policy** (See Attachment A)

Graduate Council members discussed the suggested repeat course policy changes. Lynn Gilbertson moved to approve the changes. Zach Oster seconded and motion passed.

**F. Suggested change to the credits shared between careers (undergraduate and graduate)** (See Attachment B)

There was robust discussion among Graduate Council members. Lynn Gilbertson moved to approve with the following changes made to the language for service-based programs:

1. Update the link to the graduate application to <https://admit.uww.edu/apply/>.
2. Add this statement at the end of the third (last) paragraph: Any graduate courses with UW System approved special tuition will be billed outside of the credit plateau at the special tuition rate.

Praveen Parboteeah seconded and motion passed unanimously.

Lynn Gilbertson moved to adjourn. Alana Platt seconded and motion passed. Meeting adjourned at 3:15 pm.

Respectfully submitted,

Ruth Peterson  
Secretary

### **Current Course Repeat Policy**

Graduate students are allowed to repeat at most two courses in their degree programs. Courses may be repeated only once. When a course is repeated, the original course and grade remain on the transcript; however, the last grade and units earned replace the original and are the only ones used in computing the overall grade point average and the grade point average in the major or emphasis. Students who have been dropped from a degree program may not use the course repeat process to gain readmission into that degree program.

A course taken for undergraduate credit may not later be changed to graduate credit. Courses taken for undergraduate credit may not be retaken for graduate credit, although exceptions may be granted by the degree program coordinator when the field of knowledge has changed to the degree that the course content has changed substantially from the first time the student took the course to the present.

### **Suggested Course Repeat Policy**

Graduate students are allowed to repeat at most two courses in their degree programs. Courses may be repeated only once. When a course is repeated, **all attempts of the course and the associated grades** remain on the transcript; however, **only the best** grade and units earned **will be** used in computing the overall grade point average and the grade point average in the **degree or certificate**. Students who have been dropped from a degree program may not use the course repeat process to gain readmission into that degree program.

A course taken for undergraduate credit may not later be changed to graduate credit. Courses taken for undergraduate credit may not be retaken for graduate credit, although exceptions may be granted by the degree program coordinator when the field of knowledge has changed to the degree that the course content has changed substantially from the first time the student took the course to the present.

FS2023-10-24\_XX and Graduate Council identifier TBD: Resolution on Applying Graduate-Level Credit toward an Undergraduate Degree

For consideration at the October 24, 2023 Faculty Senate meeting and the November 2, 2023 Graduate Council meeting

## Resolution

WHEREAS current guidance from the Higher Learning Commission allows institutions to “substitute [their] graduate courses for required or elective courses in an undergraduate degree program and then subsequently count those same courses as fulfilling graduate requirements in a related graduate program that the institution offers”; and

WHEREAS a number of universities around the country, including at least eight other Universities of Wisconsin institutions, allow some graduate-level credits to be counted toward requirements for a bachelor’s degree to encourage and facilitate enrollment in graduate degree programs; and

WHEREAS UW-Whitewater’s current policies do not currently allow this practice; and

WHEREAS allowing this would permit UW-Whitewater to develop new “4+1” degree programs that allow students to complete a bachelor’s degree and a master’s degree in a shorter time than our policies currently allow, potentially increasing both our undergraduate and graduate enrollments;

BE IT RESOLVED that the Faculty Senate and the Graduate Council of UW-Whitewater approve the following policy statement, which will allow a limited number of graduate-level units of credit to be applied toward the requirements for an undergraduate degree, and

BE IT FURTHER RESOLVED that undergraduate courses may not be used to satisfy requirements for any graduate degree or certificate granted by UW-Whitewater, not only for master’s degrees.

## Current Policies

### Seniors Taking Graduate Courses

Source: [UWW Graduate Catalog Graduate Admission](#) (also listed in a slightly different form at [UWW Catalog General Information Undergraduate Policies](#))

UW-Whitewater undergraduate students with senior status may be allowed to complete up to twelve graduate units at UW-Whitewater provided they have completed at least 90 semester units with at least a 2.75 overall grade point average (or 2.90 over the last half of their course work), and have a graduate application on file in the Graduate Studies Office. The application can be found at: <http://apply.wisconsin.edu/>.

Eligibility for this privilege must be established by the student with the graduate program coordinator and Graduate Studies Office and is not available to seniors at other institutions or students who already possess a bachelor's degree. Seniors may not use graduate-level units to satisfy requirements for the bachelor's degree. If a student takes only graduate coursework in a semester, graduate fees will be charged. Graduate programs may choose to limit the maximum graduate units at a lower limit than this university policy.

## Credit Restrictions

Source: [Registrar's Office policies page: Graduate: Credit Restrictions](#)

Undergraduate courses may not be used to satisfy master's degree requirements, and graduate courses may not be used to satisfy undergraduate requirements at UW-Whitewater.

Source: [UWW Catalog General Information Graduate Policies](#)

Undergraduate courses, including those taken to make up deficiencies in background or in supervised teaching, will not be counted toward the number of graduate units required for a degree. Undergraduate courses may not be used to satisfy master's degree requirements, and graduate courses may not be used to satisfy undergraduate requirements at UW-Whitewater.

## Course Non-Career Grade Basis

Source: [Registrar's Office policies page: Undergraduate: Grades for Course\[s\] Taken Outside the Student's Level \("Course Non-Career" Grade Basis\)](#) (also listed in slightly different form at [Registrar's Office policies page: General: Course Non-Career Grade Basis](#))

Graduate students who enroll in undergraduate level courses and undergraduate students who enroll in graduate level courses will be registered for such courses with a grade basis of "Course Non-Career".

Grades earned in this way will be part of the student's official academic record, but the student will not earn course credit toward the undergraduate or graduate level program in which they are currently enrolled.

Grades for these courses will not be computed into the student's term or cumulative grade point average.

# Proposed Policies

## Seniors Taking Graduate Courses

UW-Whitewater undergraduate students with senior status may be allowed to complete up to twelve graduate units at UW-Whitewater provided they have completed at least 90 semester units with at least a 2.75 overall grade point average (or 2.90 over the last half of their course work), and have a graduate application on file in the Graduate Studies Office. The application can be found at: <http://apply.wisconsin.edu/>.

Eligibility for this privilege must be established by the student with the graduate program coordinator and School of Graduate Studies and is not available to seniors at other institutions or students who already possess a bachelor's degree. Seniors may use up to 12 graduate-level units to satisfy requirements for the bachelor's degree. Specific graduate programs may further limit the number of graduate units taken by undergraduates.

Undergraduates taking both undergraduate and graduate courses in a given semester will be charged undergraduate tuition and fees for all coursework. Undergraduates taking only graduate coursework in a given semester will be charged graduate tuition and fees.

## Credit Restrictions

Undergraduate courses, including those taken to make up deficiencies in background or in supervised teaching, may not be used to satisfy requirements for any graduate degree or certificate. Up to 12 units of credit from graduate courses taken at UW-Whitewater may be used to satisfy undergraduate requirements at UW-Whitewater. Specific undergraduate programs may further limit the number of units from graduate courses that may be applied to requirements in those programs.

## Course Non-Career Grade Basis

Graduate students who enroll in undergraduate level courses and undergraduate students who enroll in graduate level courses will be registered for such courses with a grade basis of "Course Non-Career". Grades earned in this way will be part of the student's official academic record.

Graduate students enrolled in undergraduate level courses will not earn course credit toward the graduate level program in which they are currently enrolled. Grades for these courses will not be computed into the student's term or cumulative grade point average.

Undergraduate students enrolled in graduate level courses will earn course credit that may be applied toward the undergraduate level program(s) in which they are currently enrolled, subject to the Credit Restrictions policy. Grades for all such courses will be computed into the student's term or cumulative grade point average for both their graduate degree and their undergraduate degree, as well as any grade point averages for undergraduate programs that the student has declared. If a student earns a passing grade below C in a graduate-level course taken while an undergraduate, the credit for that course may be applied toward an undergraduate degree but cannot be applied toward a graduate degree.

DRAFT