

Minutes of Graduate Council Meeting
April 27, 2007

Present: Karen Bell, Amy Cheng, Barbara Chorzempa, Laurel Garrick Duhaney (Dean), Michael Guiry, Majid Hosseini, Dan Kampton, Gweneth Lloyd, Jan McLaurin, Bernadette Morris, Judy Rance-Roney, Jonathan Raskin (Presiding Officer).

On Leave: Deb Miller

The minutes of April 27, 2007 were approved without amendment.

Announcements:

1. Laurel announced that Jonathan (Presiding Officer) has been selected to receive two outstanding awards: The Research Foundation Research and Scholarship Award and the Chancellor's Award for Scholarship and Creative Activity.
2. Jan Mc Laurin, Assistant Vice President for Sponsored Programs, announced that her Office held a reception on April 25, 2007, in the College Terrace to honor faculty and staff for their sponsored research and creative activities.
3. Questions were raised regarding Graduate programs' departmental honors in light of upcoming graduation. Brief discussion centered around notation of honors award designation on students' transcripts. Bernadette, who indicated that honors designations can now be placed directly on transcripts, clarified points of concern. A suggestion was made that the Council, in the near future, should discuss guidelines for honors award.

Old Business:

1. The Educational Studies Course---Collaborative Strategies For Educators was approved after much discussion and with some key suggested revisions emphasizing the following: a) the course title should reflect its seemingly target population of Special Education Educators, b) the need to clarify whether non-special education educators can take the course, and c) item #7 of the course proposal face-sheet should state "Professional/Technical" instead of "None." Additionally, Laurel will follow-up with the program coordinator to articulate the issues raised by the Council and will report back to the council the outcome of her follow-up.
2. Approval of the above course proposal triggered discussion of a closely associated issue regarding course designation number/level. Course level designation-description was read from the graduate program handbook. It seems to be general knowledge that 700 level courses are expected to be more rigorous than that of 500 level courses. Laurel raised the question of whether course designation levels should be a departmental matter or that of the Council. She further stated that in undertaking this matter, department programs would have to review their entire

course curriculum especially their capstone courses. It was agreed that this issue should be tabled as a future agenda item.

- Jonathan submitted six new course proposals and two programs for revision (one a revision to the M. S. in Mental Health Counseling program and the other the M.A. in Psychology program) for review and approval. He gave an overview of the program revisions along with the projected future status of the programs with the MHC moving from a 48 to a 60 credit program. Restructuring of courses will more clearly define them in terms of counseling theories and counseling skills based courses as well as designated courses for both the M.A psychology program and the M.H.C. Thesis will be optional. The following is an outline of the designated program for the courses submitted:

Course#007---M.A Psych.---Revision

Course#008---MHC-----Revision

Course#009---M.A. Psych. only

Course #010---MHC and M.A. Psych.

Course#011---MHC and M.A. .Psych.

Course#012---MHC and M.A. Psych.

Course#016---MHC and M. A. Psych.

Course #015---MHC only

- Thesis Guidelines:

Jonathan reported that he incorporated all feedback from the various programs into the draft thesis guidelines document. He indicated that Biology expressed the preference that the first six credits be designated as 'Independent study' and the last three credits as 'actual thesis.' The 'independent status' designation generated significant discussion amongst council members. Concerns were expressed in light of potential problems including the overall impact on program's image. Jan suggested and all agreed that we need to inquire about how other institutions manage this problem. Laurel agreed to consult her associates on the issue. Laurel also raised the issue regarding ongoing registration of students during the thesis completion stage and suggested the need to review the policy.

- Graduate Student Union:

Amy reported that in a meeting held with students in her department, none of them expressed interest in trying to have the Student Association inaugurate a Graduate Student Union.

- Graduate School Application Essay:

Concerns were expressed regarding the need for program-specific application essays. The essay that's currently required tends to yield biographical responses. Laurel requested programs examine their current essay requirement, make the necessary revisions and then forward them to her so it may be posted on the Graduate School's website. On the Website, applicants will be directed to refer to their specific program for essay guidelines. Vika suggested that programs should also include their specific essay requirements in their program catalogue.

7. Graduate School Application Fee:

Both Laurel and Vika presented the need for consideration of increasing the graduate application fee, which has been \$50 for at least close to a decade or more. The proposed amount is a \$25 increase thereby resulting in a \$75 application fee. The rationale presented was based on a survey of area schools/program, the increasing time demand in processing applications and the limited support staff to process applications efficiently. Discussion on the issue centered on several key points including; a) nature of applicant pool, b) socio-cultural/socio-economic impact, c) operational cost, and d) impact on caliber of applicant pool. Michael suggested and all agreed that the amount of increase should be reasonably calculated by estimating the cost of a new graduate office staff multiplied by the number of applicants.

New Business:

1. Dan presented an issue related to his M.A. in English Program. He indicated that modifications were made regarding the MA English and TAs and a particular course and 3 credits that is unnecessary for TAs. The Council suggested his program submit a minor course revision stating that English 515 counts as an elective and that TAs will not be required to take an extra three credits beyond the 30 credit program requirement.

2. Vika presented and distributed handouts on the revised policy on academic standing rules for both graduate and non-matriculated graduate students. The grading rubric seemed complete and thorough to the Council and all seemed to be in agreement. Questions and concerns were raised regarding transfer credits and advising of non-matriculated students. Laurel indicated that non-matriculated students are advised at point of entry into the graduate school.

3. Graduate Council Vacancy:
There is a vacancy for an LA&S representative.
Jonathan will need to be nominated if he wants to continue as presiding officer.
Karen's term will be through 2009

Adjournment:

Next meeting was scheduled for May 4, 2007 in advance of the regular bi-weekly time.

Respectfully submitted by:

Dr. Gweneth Lloyd

