

Graduate Council Minutes  
October 3, 2008

Present: Laurel M. Garrick Duhaney, Vika Shock, Karen Bell, Jane Sileo for Barbara Chorzempa, Dan Kempton, Gweneth M. Lloyd, Narcyz Roztocki, Anat Shiftan, Bernadette Morris, Elizabeth Hester, Jan McLaurin, Judy Rance-Roney, Ying Lin; Jon Raskin sent apologies for his absence.

**1. Approval of minutes**

Minutes of 9/12/08 were unanimously approved with the following suggested revisions:

(top of p.2).

- New Business B. Prospective students with low GPAs

Original:

If a student wants to return for another undergraduate degree, undergraduate admissions require a GPA of 2.75 for a second bachelor's, and they'll accept 90 credits.

Add comment to the effect that: an exception may be made for students with a GPA of 2.5

From p. 2 Suggestions and considerations: - Raise GPA by retaking undergrad courses.

- Add note that GPA cannot be raised for an undergraduate degree once the degree has been conferred.

Also from p. 2

Original:

No minimum GPA score would be published to prohibit a student from applying; but rather the term "recommended score" would be used.

- Change "GPA" to GRE

**2. Announcements**

Graduate Coordinators' Brunch

Wednesday, November 12, 2008, 10:45-12:15 PM, College Terrace

**3. Old Business**

a. Welcome was extended to Ying Lin, new Graduate Council representative from the School of Science & Engineering.

b. GLG509 Water Resources Management – feedback was sent to the department. The course has been revised and should be available for a second review at our next Council meeting.

c. Admission: Prospective students with low GPAs

Discussion continued. Points raised:

- Laurel received information from Jon Raskin which showed that:

- i. University of West Florida (UWF) sets these minimum university admission requirements—a minimum score of 1000 on combined Verbal and Quantitative portions of the General Aptitude test of the GRE (minimum GMAT score is 450) if the undergraduate GPA is below the minimum 3.0; OR if the student has earned a master’s degree (with a GPA of at least 3.25) from an accredited institution; OR if the student has earned a minimum 3.0 GPA on the last 60 semester hours of coursework attempted in earning the bachelor’s degree. The university’s admission policy state that applicants must be approved by the department or college of their intended major, and that although applicants may be admitted to graduate programs on the basis of their GPA, GRE scores are required. GMAT scores are required for business majors.
- ii. The admissions requirements at Florida Atlantic University include the following: a minimum university-wide standard of 3.0 GPA or a GRE score of 1000/GMAT score of 500, or an advanced degree. However, the individual degree programs often have higher minimum requirements.

3. d. Other comments:

- Our graduate school needs a basic set of standards which can apply to the entire university in order to decrease the variance in the admission standards across the campus. Individual programs and departments might hold standards which are higher or more specific.
- The Grad Office does not screen all applications – too many
- Suggestions: review exceptions on a case by case basis and consider department’s recommendations. This is what is being done now, but there is still a need for minimum standards.
- The Grad Office is trying to find an efficient way to screen for very low GPAs. We are also trying to find a way by which the applicant might re-apply that is not disparate with the overall standard.
- A GPA of 2.75/2.5 is required for a second undergraduate degree while some graduate programs are admitting students with lower GPAs.
- If there are going to be exceptions, the means of measuring them should be measurable/calculable and reliable.
- As a general practice, now the GRE is required for applicants with GPAs between 2.8 and 2.99, but there is no official minimum score.
- We also need to consider when the undergraduate courses were taken, the trajectory of improvement in grades.
- Some departments require interviews, writing samples, portfolios; questions were raised as to how to assess these qualitative experiences. Departments may used these in their admissions process but there is still a need for a stated standard graduate school minimum

d. Graduate School Marketing plan

Go back to individual departments for ideas. Caroline Murphy has been attending Graduate School Fairs. We need to develop a culture of trying to recruit students to graduate programs. We've committed \$1,250 to marketing the programs in the Department of Psychology, especially the relatively new M.S. in Mental Health Counseling and recently approved M.S. in School Counseling programs.

e. Research and Creative Projects Award

The application deadline for Fall 2008 is 10/22/08, for Spring/Summer it is 3/1/08. The information is in my.newpaltz.edu, on the Graduate Studies channel.

f. Thesis guidelines which were previously developed and discussed were unanimously approved.

**4. New Business**

a. Transfer Credits Policy

We agreed as a baseline graduate school policy that transfer courses should not be more than 10 years old. Individual departments and schools may have more stringent standards. We need to ask departments if, in keeping with stated academic policy, a grade of B should be the minimum for transfer course vs. B-. Students are allowed to transfer 6-9 credits to their graduate program of study. The B- grades transferred to the graduate program of study by New Paltz undergraduates negatively impact their academic standing as a B or better is required to maintain good academic standing.

b. New Course for Approval: Young Children with Disabilities, SPE798

This was briefly introduced by Jane Sileo, the author of the course and will be reviewed next week.

c. SEIs & Special Topics Courses

It was noted that the form for Minor Course Revision on the Graduate School website needs to be updated to no longer list changes in course credit hours (e.g., changing a course from 3 to 4 credits) as a minor change. All agreed that this should be a major change and should be removed from the form. Other forms used by the Graduate School are also being reviewed.

All agreed that SEIs do not need to be included when submitting Special Topics courses for permanent status.

**2:25 meeting adjourned.**

Submitted by,

Elizabeth Hester