

Minutes of Graduate Council Meeting May 4, 2007

Present: Karen Bell, Dan Kempton, Barbara Chorzempa, Laurel Garrick Duhaney (Dean), Gwenth Lloyd, Jan McLaurin, Bernadette Morris, Majid Hosseini, Jonathan Raskin (Presiding Officer), Judy Rance-Roney

Absent: Amy Cheng, Michael Guiry.

On leave: Debra Miller

The minutes of were approved with the following amendments:

- ♦ Deb Miller's status on the graduate Council was changed to better reflect her circumstance.
- ♦ Under Announcements, #2, the wording was corrected to read, "Assistant Vice President for the Office of Sponsored Programs.
- ♦ Under New Business #2, the second sentence should read as follows: "The grading rubric seemed complete and thorough to the Council and all seemed to be in agreement."
- ♦ Under Old Business, #7, Graduate school Application Fee: In the third line down from the beginning of the paragraph, the word rational must be changed to rationale.

Announcements:

- ♦ Bernadette asked the Graduate Council for May 2008, to consider the possibility of having an honor's cord for high achieving Graduate Students.

Old Business:

1. Laurel directed the Council's attention to the criteria in the "Guidelines for Revising Existing Graduate programs".
2. Specifically she asked the Council to note the following:
 - a. #1 on that document. The document states, "If a program leads to teacher certification, indicate the current certificate area and level."
3. Also, Laurel indicated that Psychology's Program proposal needs an introduction or lead into what new or deleted courses are included in both the M.S. in Mental Health Counseling (07/008) and M.A. in Psychology (07/007).

A) Psychology program and course proposals

1. MS in Mental Health Counseling (07/008)—Approved with revisions
 - Need to include faculty name, rank and status
 - Curriculum comparison will be moved up to III.
2. MA in Psychology (07/007)-- Approved with revisions
 - Need to include faculty name, rank and status
 - Curriculum comparison will be moved up to III.

- Will not include #6
- 3. Course proposal #009—Approved, must include Academic Integrity and Disability Statement
- 4. Course proposal #010-- Approved, must include Academic Integrity and Disability Statement
- 5. Course proposal #011-- Approved, must include Academic Integrity and Disability Statement and number of credit hours
- 6. Course proposal #012-- Approved, must include Academic Integrity and Disability Statement and number of credit hours
- 7. Course proposal #015-- Approved, must include Academic Integrity and Disability Statement
- 8. Course proposal #016-- Approved, must include Academic Integrity and Disability Statement. Should this course be cross-listed with Music Therapy? Items number 9 and 14 will be amended. Number 14 will be left out because it is for internal use only. All text after the first sentence in #9 will be deleted.

Discussion ensued concerning what college policies are to be on the syllabus: Disability Resource and Academic Integrity statements.

Cross listing courses was also addressed. Laurel will look into the issue.

B) Graduate Student Research and Creative Project awards

- ♦ Passed out two handouts on the topic. Laurel complimented the committee for a job well done.
 - Handout # 1 announced the recommendations for awards
 - Handout # 2 offered suggestions for improving graduate students' chances of getting RPCA grants.
 1. Under the section "**Only apply**," the words "where the monies received will be spent' were stricken and replaced with the words, " to be conducted." The complete sentence now reads: "**Only apply** for projects to be conducted while the student is enrolled at SUNY New Paltz."
 2. RPCA committee member stressed the importance of the following sentences: "**Do not assume** the committee members know your work, your field of endeavor, the history or context of your work. Provide this information in your application."
 3. The need to have grant-writing workshops for graduate students was stressed.
 4. It was suggested that the deadline for the RPCA be moved to fall, so that students, such as MFA candidates, have time to benefit from the opportunity.
- ♦ Laurel will seek permission to have the Guidelines/Suggestions handouts posted on the appropriate place on the web.

C) Graduate Council Elections

- ◆ Since there is no Annual Graduate Faculty Meeting this year, how to announce Graduate Council elections was discussed.
- ◆ It was decided that to make an announcement on this topic in the full faculty meeting was inappropriate.
- ◆ Election ballots would be mailed to each faculty member.
- ◆ A global (all F-S) email would be sent to the college announcing the results of the elections.

New Business

- ◆ The Banner update was postponed until next meeting
- ◆ The Comprehensive Exam Policy discussion was also postponed until next meeting.
- ◆ It was stressed that the Graduate school will monitor more closely the length of time it takes for students to receive their acceptance letter after the application deadline.

The meeting was adjourned.

Minutes respectfully submitted by Bernadette Morris