

GRADUATE COUNCIL
MINUTES
Oct. 7, 2005

Present: Jon Raskin (Chair), Michael Muffs, Amy Cheng, Dan Kempton, Michael Guiry, Judy Rance-Roney, Jan McLaurin, Laurel Garrick Duhaney (Dean), Barbara Chorzempa, Karen Bell, Anthony J. Dos Reis.

The meeting was called to order in HAB 802 at 2:00 p.m.

1. Approval of the Minutes of April 22, 2005.
2. Welcome and Introductions.
3. Announcements and Updates.

There were no announcements.

It was agreed the Council will rotate the secretarial duties alphabetically.

Dean Duhaney reported on the following:

- a. Early Childhood Elementary Education program has been suspended due to low enrollment.
- b. New titles for the Dual Literacy Education and Special Education programs will be forthcoming.
- c. New York System Administration and New York State Education have approved the CAS Clinical Nurse Specialist: Adult Health program.
- d. Letters of intent for the MS in Music Therapy program went to System Administration last February. Approval was received this week. Because it is a new graduate program System Administration wants us to do a full approval process. We are arranging for external reviewers to come to campus to review this proposed program.
- e. Communications Disorders revised their program and System Administration has approved the revisions. We are awaiting approval of the revisions from New York State Education.
- f. MS in Mental Health Counseling's Letter of Intent has been approved. We'll send this forward for campus approval and later for external approval.
- g. Major codes for the following programs have been assigned: School District Business Leader, School Building Leader/School District Leader, School District Leader/Alternate Route – Transition D, Clinical Nurse Specialist – Adult Health.

OLD BUSINESS

4. Jon Raskin, Chair, brought up a discussion on the long-standing issue of deferral policy, namely that there is no official university-wide graduate school deferral policy. Decisions in the past have been made on a case-by-case basis. The Council is leaning more towards a policy which leaves it up to the discretion of each department, and to have that in writing so that deferral is not automatic. Discussion ensued, bringing up the related matter of withdrawal policy. A draft of a deferral policy will be emailed to Graduate Council members.
5. Dean Duhaney will resurrect the paperwork on “Photo Silkscreen” to send to Council members.
6. By-Law Revisions were presented by Jan McLaurin, who pointed out that Graduate Council membership (VI.B.4.) was the main impetus for revision, and that the formatting was changed. Discussion ensued on the issue of alternates. A suggestion was made that alternates become alternates-at-large, and that distribution of faculty be revisited. Practical revisions to the By-Laws were asked for from the Sub-Committee on Administrative Matters and General Policy.

NEW BUSINESS

7. 2005-06 Sub-Committees members are as follows:
 - a. Admissions and Curriculum: Anthony Dos Reis (Chair), Dan Kempton, Deb Miller
 - b. Academic Standards and Appeals: Michael Guiry (Chair), Mike Muffs, Pamela Atkins, Judy Rance-Roney
 - c. Membership, Research, and Service Functions: Mary Roehm (Chair), Jan McLaurin, Barbara Chorzempa
 - d. Administrative Matters and General Policy: Jan McLaurin (Chair), Karen Bell, Dan Kempton
8. Jon Raskin led a discussion on the Graduate Council becoming a Central Committee with the election of members occurring in the Spring. Issues of the Grad Council’s visibility on campus and DSI for membership on Grad Council were raised along with a discussion on the ramifications of becoming a Central Committee with its attendant oversight issues. The Administrative Matters and General Policy Sub-Committee was charged with studying these issues.
9. Approval of Academic Program Assessment plans. Dean Duhaney said each department has to have a program assessment plan. The Graduate Council reviews the plans for consistency, among other things, and gives feedback. Lynn Spangler, Associate Dean of LA&S will be asked to speak to the Graduate Council re:

reviewing Program Assessment plans.

10. The School of Business' "Accounting Information System" course proposal was handed to the Administrative Matters and General Policy Sub-committee for review.
11. The Graduate Council has received an Appeals Case from the School of Education. The Academic Standards and Appeals Sub-Committee has been charged with reviewing the case.

ADDITIONAL BUSINESS

The following is the calendar for Graduate Council meetings for the remainder of the semester:

October 7, 1-3 p.m.
October 28, 1-3 p.m.
November 11, 1-3 p.m.
November 18, 2-4 p.m.
December 2, 1-3 p.m.
December 16, 1-3 p.m.

UPCOMING ISSUES

Open discussion on Thesis. What the different departments require, the issue of faculty getting credit for being Thesis advisors, possibly via a banking system where points for advising on Thesis committees is accumulated to be rewarded by course releases. There are similar issues attending Independent Studies.

The meeting was adjourned at around 3:30 p.m.

Respectfully submitted,

Amy Cheng