

GRADUATE COUNCIL
Minutes of November 2, 2007

Present: Karen Bell, Barbara Chorzempa, Laurel Garrick Duhaney (Dean), Liz Hester, Daniel Kempton, Gweneth Lloyd, Jan McLaurin, Jonathan Raskin (Presiding Officer), Laura Schultz for Bernadette Morris, Anat Shiftan, Jane Sileo,

On leave: Debra Miller

Excused Absence: Kevin Caskey

Guests: Vika Shock & Jon Lewit

The approval of the October 12th, 2007 minutes was deferred pending corrections.

Announcements: (none)

Old Business:

1. H grade discussion: it can be extended; can vary time limits by dept

2. Laurel commented on accepted students who never show. She would prefer to include a request to students in her letter that they notify us, by a given deadline, if they are coming. If students don't respond by the specified deadline, the acceptance offer would be rescinded. A Council member countered this with the suggestion that students accepted to Graduate School should be required to deposit \$100, which would be credited to their accounts upon registration in classes. She suggested that students who fail to enroll in classes would forfeit their deposits. This suggestion garnered some support from Council members.

- Laurel is not in favor of asking students to pay \$100 deposit.
- Not all departments may need deposit
- Jon R - it reflects value of the college
- Comments: What about a response card? What about an online response?
- Sum: All Council members are in favor of withdrawing the offer of acceptance if a student does not show or ask for deferral in the first semester.
 - Action: \$100 deposit, caveat, Grad Office can help if done online

Laurel asked Council members to discuss this issue with their colleagues—especially the matter of the \$100 deposit. Caveat: The Graduate School can only help if the deposits are made online.

- The issue will again be discussed in an upcoming meeting, and the matter will be decided.
- Advising: Who is responsible for removing/adding advisees to a particular instructor? The department/program always assigns advisees to instructors. However, if a department assigns an advisor a few advisees each semester, the Graduate School adds those advisees to the advisor's roster of advisees. The Graduate School also removes advisees' names from an advisor's roster. If,

however, a department wants to reassign an advisor's entire roster of advisees to another advisor such a request is processed through Computer Services.

- On advisee list – not all students list an email address. However, all students are issued a NPCUID.

3. Laurel mentioned that a student was approved to use the “Repeat Course Grading Option,” enrolled in the course, but now wants to withdraw. Laurel did not count this against the student. She asked the Council for their opinion regarding whether this should be counted against the student. At the undergraduate (UG) level, a student can only attempt a course 2 times for credit, and needs to obtain the dean's approval to take a course a third time. It was decided that the Graduate School's “Repeat Course Grading Option” policy should be revised.

- Motion: we should adopt the same policy as UG; but limit it to one course
Motion wasn't acted on but the following discussion took place:
 - At UG level, repeat course grade replaces former grade, and at grad level, but original grade still will appear on the transcript, but excluded from the GPA.
 - Discussion: Only 2 grades below B- count toward program of study, other grades included on transcript, but not included in plan of study, so, student must take a substitution. Jon R pointed to this as a reason we should stop accepting grades below a B- for grad credit; transferring: only useful if B- or better
 - Karen B stated it was still problematic accepting B- grades when, e.g., 5cr course, so perhaps a cap on number of credits with B- rather than course; difficult to implement
 - Action Item: take question back to dept: don't count grades of B- or lower; question, do you have to do it again;
 - Jon L – now if student gets 2 B- they are out of the program; Jon R's alternative: if you get 2 B- grades OK as long as GPA stays 3.0; nothing below B- will count at all
 - National standard 3.0
 - Concern about grade inflation: what is an A --> see GE assessment

4. Jon Lewit – other Argos issues: additional training by Kirsten Rowe, Computer Services, available

- Are past class lists going to be available? Data from old system is in history. Computer Services can get data to recreate past rosters but the system will perform poorly.
- Can look up old grades by student
- Jon L- Argos is a reporting package for Banner, based on past requests for information by faculty & staff; has an intro screen with sensible parameters
- Info organized by major area: admissions, transcripts
- The hope: if you can't get it directly, they can make revisions; e.g., H grades by department, matriculation; trying in computer services to develop them as they come up

5. Grad Students Association – need names.

New Business:

1. New Program Proposal:
 - a. M.S. School Counseling: Jon R –
(2 levels of approval: SUNY central & NYS ED); plus external review in December)
we'll vote on this next Friday.
New Course Proposals:
 - b. Art History: Surrealism
 - c. Art History: New Media
2. Thesis Guidelines:
 - a. (Jon R will make changes) Change: remove 12-credit option from items 2 & 6; take action by end of semester because Provost is ready to give faculty credit for theses and independent studies. Suggestion that the draft thesis guidelines go directly to chairs.
 - b. Item 6c, H grade changes inserted by Jon R; keep summer registration if working on it over summer
3. Thesis time limit paper; Vika worked on, let Laurel & Vika know if changes; There was an observation that the degree time limit for Art Ed is beyond the degree time limit of 5 years set by New York State Education Department.
4. Research & Creative Projects: Vika waiting for decisions and will send out letters; Vika gave them the rubric she used last year; Anat S will chair the subcommittee.
5. Agenda items: trying to tighten up policies, so give feedback as we go through

The meeting was adjourned at 2:40 PM

Respectfully submitted,

Elizabeth Hester