

**GRADUATE COUNCIL
MINUTES
April 30, 2004**

Present: M. Guiry, J. Raskin, A. Dos Reis, D. Miller, K. Bell, M. Garatti, M. Roehm, , J. McLaurin, M. Hafeli (visitor), P. Atkins, M. Muffs

Presiding: Phyllis Freeman
Dean of the Graduate School

1. The meeting was called to order in HAB 703 at 2:00 p.m.
2. The minutes of the meeting of February 27, 2004 were unanimously approved with corrections.
3. Announcements
 - a. Vice President McLaurin distributed the "Spotlight on Sponsored Research and Creative Activity" booklet to recognize individuals who demonstrated effort to help obtain external support for scholarly endeavors.
 - b. Professor Roehm announced the BFA exhibit on April 30, 2004.
 - c. The Graduate Council will consider the option for graduation 2005 of having one graduate student per department recognized.
 - d. Professor Raskin reported changes made in communication and the tracking of students. Dean Freeman announced that this monitoring is being expanded into several other departments on a trial basis (Psychology, VRL, and Communications and Disorders).
4. Old Business
 - a. The on-line course 10701 Seminar in Art Education (presented by Professor Hafeli) was unanimously approved. The disclaimer stating that it is not a secure environment will be added to the course syllabus.
 - b. Summer Intensive Programs for the MA in Studio Art and MS in Art Education were unanimously approved. The Graduate Council noted the flexibility of time for the program that will allow teachers to spend more quality time in their studies. In addition, Dean Freeman noted that this schedule utilizes campus resources more efficiently.
5. New Business
 - a. Dean Freeman reviewed the draft of the Outcomes Assessment. Next steps include a review by the Graduate Council and modifications to reflect any concerns noted by the Council. It was recommended that this review occurs in the fall of 2004.
 - b. Dean Freeman requested that, during the summer, Council members consider items for the Council to discuss in the fall.
 - c. The Graduate Faculty meeting will be held in Humanities 218 on Friday, May 7, 2004.

The meeting was adjourned at 2:41 p.m.

Respectfully submitted,
Michael Muffs, Secretary

**GRADUATE COUNCIL
MINUTES
September 24, 2004**

Present: M. Guiry, J. Raskin, D. Miller, K. Bell, M. Garatti, M. Roehm, , J. McLaurin, L. Garrick Duhaney (Dean), P. Edwards (Chair), M. Muffs

Presiding: Laurel Garrick Duhaney
Dean of the Graduate School
Peter Edwards, Chair

1. The meeting was called to order in HAB 802 at 2:00 p.m.
2. The minutes of the meeting of April 28, 2004 were tabled until October 8, 2004.
3. Announcements
 - a. Professor Edwards spoke in appreciation of former Dean Phyllis Freeman who presided as head of the Graduate Council and Dean of the Graduate School for five years. Professor Edwards cited several accomplishments by Dean Freeman during her tenure such as:
 - i. Leading the effort toward having the Graduate School become a separate school at New Paltz
 - ii. Staffing the Graduate office including the addition of one new half-time staff assistant and a graduate assistant
 - iii. Expanding the facilities of the graduate office
 - iv. Improving the graduate school website
 - v. Improving the graduate school policy and coordinator handbook
 - vi. Supporting and sponsoring graduate programs at New Paltz
 - b. Professor Edwards announced that there are at least seven programs and/or courses that will be brought to the Graduate Council this year.
 - c. A case involving two students may be brought to the Graduate Council via the appeal process.
4. Alternates

Any decision on alternates for membership on the Graduate Council has been tabled until an interpretation and/or modification of the by-laws is completed.
5. Professor Edwards and others discussed committee assignments for the 2004-2005 school year. Committee chairs are Admissions and Curriculum - Professor Dos Reis, Academic Standards and Appeals - Professor Guiry, and Membership, Research and Service Functions - Professor Roehm.
6. Dean Garrick Duhaney reviewed the Graduate School enrollment numbers. Dean Garrick Duhaney will be looking at the application numbers and how many students

actually attend SUNY New Paltz and complete their degree requirements. Total number of graduate students for 2003-2004 was 1567. Presently, there are 1395 graduate students enrolled for 2004-2005.

Dean Garrick Duhaney will be meeting with each Department to discuss the enrollment issue to help develop a marketing plan that is unique to each Department and its candidates.

Vice President Jan McLauren distributed and discussed an informational packet that included potential funding sources for students and faculty. Included was a policy handbook.

The meeting was adjourned at 3:15 p.m.

Respectfully submitted,
Michael Muffs, Secretary