Graduate Council Meeting Minutes  
Friday, November 9, 2012, 1:00-2:45 pm, HAB 802

Present: Karen Bell, Thais B. P. da Cunha, Laurel M. Garrick Duhaney - Dean of the Graduate School, Gwenneth M. Lloyd, Rosemary Millham, Narcyz Roztocki, Vika Shock, Helise Winters, Bernadette Morris, Jeff Reinking, Tom Festa, and Matthew Friday

Excused: Jane Sileo, Inge Anema

1. Approval of Minutes of October 26, 2012

The minutes taken at the October 26, 2012 meeting of the Graduate Council were approved unanimously.

2. Announcement – The University of the West Indies seeks collaborations with SUNY

A. Bruce Sillner, Dean of International Programs and services, James Halpern, Director of Disaster Studies, and Laurel Garrick Duhaney attended a meeting at the SUNY Global Center where they learned that the University of the West Indies (UWI)—comprising four campuses: Cave Hill, Barbados; Mona, Jamaica; St. Augustine, Trinidad; and the Open Campus—seeks collaborations with SUNY. Programs/Areas of interest to UWI include: professional development for teachers, research, educational studies, special education, STEM—especially Math and Science, HIV/AIDS prevention and management, disaster management, health areas (we do not have currently), Caribbean Studies, and Linguistics.

Brief discussion ensued about this and points raised included the following:

a) Jamaica is close, good place to collaborate  
b) English is the official language spoken in these countries  
c) Culturally no stark differences  
d) Jamaican economy is weak  
e) Have to acclimate our students to the culture outside of culturally modern cities (ghettos, for example, and the lifestyles of the underrepresented/underserved)  
f) Economically, it may not be feasible for most students from UWI to come here, but looks good for our students going there  
g) New Paltz could partner with other SUNY campuses to present a combined proposal  
h) The USAID provides scholarships to international students to study abroad and we should investigate whether funds might be available to support initiatives that we might develop  
i) Investigate possible Fulbright scholarships or other types of funding

B. Thursday November 15 7:30 PM CSB Auditorium panel on Autism.
3. Priorities for the Graduate School – The strategic plan

A. Laurel shared the methods she will use to approach the new strategic plan.

a) Two-year plan focus
   a. Increase enrollment – the how to
   b. Discipline specific analysis
   c. Addressing enrollment based on market needs

b) What, based on the above, should be our overarching goal?
   a. Increasing enrollment over the next two years, by 20% for FT and PT students
   b. Discussion about full-time VS part-time and the real numbers were discussed
   c. Also, check the % higher/lower from previous years
   d. We need the numbers to determine the targets to use for the plan
   e. Increase offerings for certificate programs

Question - If the decline in graduate enrollments is down in some schools around the country, is marketing what needs to be changed?

c) Focus on recruitment and marketing in both UG and Graduate programs
   a. Targeting domestic and international recruitment
   b. Internationally – select international - visit to China, for example, and the engineering recruitment.
      i. Is this a logical move?
      ii. Haggerty Language Institute is available to help students acquire English Language proficiency
      iii. Seeking global connections via New Paltz faculty
      iv. Do you delineate between education and non-education?
         1. Certification issues for educators
      v. Might need to separate by education vs. non-education

c. Education
   i. TESOL
   ii. Additional certifications – dual certifications
   iii. Educational administration
   iv. Special education

d. Non-Education
   i. MBA
   ii. MFA
   iii. Engineering

e. Application and Admissions Process
   i. Workflow
   ii. Online application will be streamlined so all things can be completed online
   iii. Work with coordinators is ongoing to increase yields
f. Yields
   i. Students may have to wait a whole semester to be accepted. Needs to be quicker so students do not get frustrated and go elsewhere

g. Program development and refinement
   i. Informal education
      1. Certificate program
      2. Master’s program
   ii. Programs in the sciences for specific purposes (biology, biochemistry, biotechnology, etc.) – but these are lab intensive
   iii. Bioinformatics - Professional sciences with business
   iv. Languages – we need to take advantage of the fact that the Mount, Marist, and Albany dropped these
   v. Art therapy certification is a possibility

h. What do we need to do to make the programs better?
   i. Increase enrollment to reduce stacked-classes
   ii. We do not offer enough online programs, which appears to be what many students want
   iii. Personal contact for recruiting
   iv. What courses do we have that can be converted partly/wholly online
   v. Increase interdisciplinary programs
   vi. Figure out which programs are no longer viable
   vii. Investigate and produce 5-year programs
   viii. Low-residency programs also meet the needs of students
   ix. What is the market looking for? What are their needs?

The following items have been tabled for our next meeting.
1. Revisiting the Graduate School’s Policy on Online Learning
2. Reviewing/Updating Selected Graduate School Policies/Processes
   ● Graduate Council by-Laws

   ● F Grades in Graduate Programs of Study
     Should graduate students be permitted to graduate with an F in their program of study?

     Class Participation Grades
     ● Discuss concerns brought by students about the absence of clearly defined criteria for awarding class participation grades
     ● Is there a need for a statement or guidelines for determining class participation grades

     Independent Study
     ● What is the maximum number of Independent Studies that a graduate student should be allowed to take?

   ● Graduate Admissions Criteria
Should our criteria for admission to the Graduate School be modified? If yes, what changes should be made?

4. Non-Matriculated Graduate Student Application Fee Proposal.

Respectfully submitted by Rosemary Millham