

**SUNY New Paltz
Graduate Council Minutes
September 3, 2010**

Meeting Called to Order: 1:00 PM

Present: Inge Anema, Karen Bell, Larry Fialkow, Matthew Friday, Stella Deen, Dan Kempton, Gweneth Lloyd, Jan McLaurin, Rosemary Millham, Bernadette Morris, Emily Puthoff, Narcyz Roztock, Rose Rudnitski, Vika Shock

Approval of minutes

- Motion to approve - B. Morris
- Seconded - R. Millham
- unanimously approved

Announcements

- Morris
 - All August 2010 degrees have been conferred and are to be mailed out today and tomorrow.
 - Graduate students soon will be able to access transcripts on demand.
- Puthoff
 - The Study Abroad Fair is to be held September 20, 2010.
 - The London study abroad program is in January 2011.
- Deen
 - Graduate and Professional School Day will be held on November 2, 2010 from 1 p.m. - 4 p.m., Lecture Center North and South Lobbies.
 - Graduate School representatives will be available to discuss programs, financial aid and admissions requirements.

Old Business

- Alternative Admission Criteria
 - V. Shock worked with Terry Murray on the alternative admission criteria for the Masters in Humanistic and Multicultural Education so that he knew how to calculate the GPA of students' last 60 credits.
 - The Graduate Council would like to have a copy of the proposal with the final revisions.
 - S. Deen asked if there are other programs that would like to explore alternative admittance criteria.
 - R. Rudnitski suggested that students be admitted on probation and take 2 courses in which they are required to make a grade of B or above. R. Millham indicated that this option is available in Secondary Education.

- S. Deen discussed the reconsideration policy in which the student has another review opportunity after denial. She suggested that we make better use of this policy instead of using alternative admission criteria. The Graduate School will emphasize this option in discussions with the graduate coordinators and will invite them to use it as appropriate.

New Business

- **Research and Creative Projects**
 - Fall applications are due October 1, 2010; spring applications are due March 1, 2011.
 - Fall subcommittee: Narcyz Roztocki, Bernadette Morris, Jan McLaurin
 - Spring subcommittee: Emily Puthoff, Rose Rudnitski, Andrea Noel
- **Graduate Faculty Meetings**
 - S. Deen discussed many possible topics that might warrant two meetings in a year.
 - R. Rudnitski moved to have one meeting of the Graduate Faculty per semester. R. Millham seconded the motion which was approved unanimously.
 - Campus calendars will be consulted for a date in the fall semester.
- **Marketing Initiatives for Graduate Programs**
 - C. Murphy will attend the same number of recruitment fairs as last year. C. Aponte and V. Shock will attend 6 fairs.
 - Graduate School Open House will be held in February. Advertisement emails will be targeted to juniors and seniors.
 - There will be an information table at the Undergraduate Open Houses for prospective freshmen (October 23 and Saturday, November 6) who may be interested in attending graduate school at SUNY New Paltz.
 - The Graduate School will hold a table at the November 2nd: New Paltz table at the Graduate and Professional School Day Fair in the Lecture Center on November 2nd.
 - Career Builders recruitment email campaign - Emails in the form of an ad will go to individuals who have established a profile with Career Builders and who have indicated they would like to receive such email. Design Services is now creating the ad.
 - Discussion ensued regarding Graduate School advising of departments on the development of brochures and the targeting of emails to particular groups.
 - The use of Facebook was discussed and possible experimentation with some department Facebook pages.
 - V. Shock is working on an initiative whereby students can request e-brochures.

- G. Lloyd commented that our brochures should reflect our diversity. She is concerned about what we are doing in terms of really connecting with our students.
- EOP initiatives - In the Fall, V. Shock will meet with incoming freshmen to raise their awareness of graduate school and to apprise them of the GOPW waiver which pays tuition for all former EOP students who meet program criteria. In the Spring, she will meet with juniors and seniors to increase their understanding of the GOPW program and to answer their questions about the graduate school application process.
- **Report of the Online and Distance Learning Ad Hoc Group**
 - L. Garrick Duhaney has indicated that institutional priorities should be set by administrators prior to extensive development of online and distance learning initiatives.
 - Policies need to be in place regarding issues such as verification that the person taking the course is really the person who is registered in the course.
 - These types of policies should be made by the institution rather than by individual programs.
 - Therefore, work on this topic is on hold.
 - S. Deen will follow up with L. Garrick Duhaney to learn the status of our institution-wide policy on online programs.
 - A subcommittee was appointed to look at the structure of online courses and models of quality programs: R. Millham, Vika Shock, Karen Bell.

Meeting Adjourned: 2:37 PM

Respectfully Submitted,

Jan W. McLaurin