

Graduate Council Meeting Minutes
November 6, 2009

Present: Laurel Garrick Duhaney (Chair), Elizabeth Hester, Gweneth M. Lloyd, Ying Lin, Jan McLaurin, Rosemary Millham, Bernadette Morris, Andrea Noel, Fiona Paton, Emily Puthoff, Jonathan Raskin (Presiding Officer), Narcyz Roztocky, Rose Rudnitski, Vika Shock (guest)

1. A motion was made by Rosemary Milham and seconded by Yin Lin to approve the minutes of the October 23 meeting. All were in favor and the minutes were approved as written.
2. Announcements
 - a. Bernadette Morris announced that deficiency notices are now going out.
 - b. Jon Raskin discussed concerns about independent study being listed on plans-of-study as a course and voiced the opinion that specific course titles should be listed and later replaced with an independent study if appropriate. He asked the Council to look into this at a future meeting.
3. Old Business
 - a. On-line review of graduate applications
 - i. It was clarified that the areas of Psychology that would participate in the pilot are the Mental Health and School Counseling programs.
 - ii. Programs in Literacy in Department of Elementary Education will participate.
 - iii. In secondary Education, English, Social Studies, and Science (Biology) will participate. However, there was some discussion as to whether the corresponding departments in Liberal Arts and Sciences should first be asked since this in fact “volunteers” them for participation.
 - iv. Laurel asked the Council for feedback regarding who in departments should participate in the training. Should secretaries be asked to participate? There was some concern that secretaries might view this as beyond their job description. Laurel said that secretaries are often involved in assisting coordinators and that there is no intention to change secretary’s performance programs. She said that the training will meet the needs of specific departments and should not take more than 30-45 minutes. Vika said she is willing to come to department meetings.
 - v. Laurel acknowledged the need to do something different with Art and that Vika will set up a time to meet that department.
 - vi. The pilot will take place next semester.
 - b. FAQs – At the last meeting Council members were encouraged to review the FAQs on-line. A number of people had difficulty finding them to review. They are on Blackboard and can be viewed by clicking on Grad Council and the File Exchange. Vika said she would send out an email to all members regarding how to find the FAQs. Upon the recommendation of Jon Raskin, the discussion of the FAQs was tabled until the next meeting so that all members could review them first.
 - c. Transfer Credits.
 - i. In the past, the Graduate School has accepted transfer credits if students earned a B- or better in the course at an accredited institution and if the transfer of credit was appropriate to the course of study. Graduate Council voted to change this policy to a grade of B or better (not B-). This policy was approved more than a semester ago but is not yet in force because Laurel wanted to

insure that the new policy was understood across campus. The policy will be effective for the Spring 2010 semester.

- ii. Laurel asked for more clarity with regard to transfer credits. The Middle State Accreditation makes this urgent since Middle States requires clear transfer credit guidelines. Clarity is needed in the following areas:
 - 1. How should transfer credits be awarded if students received graduate credits from another accredited institution? At present SUNY New Paltz accepts up to 6 credits at the start of the program if transfer guidelines are met.
 - 2. Discussion revolved around members' beliefs that the integrity of programs could be put at risk if students transfer graduate credits from other universities.
 - 3. How should credits be transferred in if graduate credits were part of an undergraduate program? Transfer of such credits is complicated. Laurel spoke with Student accounts and learned that there are serious federal Financial Aid implications because financial aid is awarded on the total number of credits taken in a given semester. It is clear that we need to look more closely at this. Can we transfer credits but leave the undergrad GPA alone? Laurel will do some research to learn what other SUNYs do. In the meantime we will continue to accept transferred course credits. Laurel is leaning toward ending payment of tuition differential. After talking further the Student Accounts and other college deans, Laurel will report back to Graduate Council at a later meeting. Bernadette said she would also put the question on her listserv.
 - 4. Should we accept only those transfer credits that are part of a graduate degree or those taken as a non-matriculated graduate student?
- d. Leave of Absence – At the last meeting Gwen Lloyd brought to Council her concern about student leaves of absence, particularly in what is necessary to readmit students to SUNY after a medical or psychological leave withdrawal. Laurel reported that she is currently dealing with two such cases and asked for discussion on the topic.
 - i. Do we need to add anything to the current leave of absence form? A suggestion was made by Rose to simply state on the form that the student will be asked to complete another form for readmission (and then a readmit form should be created).
 - ii. Gwen talked about the fact that undergraduate students' registration is blocked when they return until they get checked out by the health center. She says that many times she has encountered false notes from doctors indicating the student is well enough to return to college. Many students never get the necessary medical help and then want to come back. She explained that there needs to be measures in place to support that student. The falsifying of doctor notes/letters is a serious matter.
 - iii. Jon Raskin talked about concerns that too much paperwork related to withdrawals and readmits may further motivate students to lie. He believes the policy should be made more liberal. Jon also suggested that Laurel invite or speak with Stella Turk, who is proactively finding out how students are doing before major problems occur.

- iv. There was some discussion about whether it was possible to flag Leave of Absence forms and identify those that were for medical/psychological reasons. Vika said that this could be done through Banner. Laurel asked what she should then do if she saw a medical/psychological reason. Could she call Gwen Lloyd or would that be a breach of confidentiality? Gwen said that Laurel could call her in as a consultant. Laurel voiced concern about the student's right to privacy.
- e. New Course Proposals from Science and Engineering were distributed by Laurel. In addition a minor course revision was received for EDA 761 Introduction to Special Education. Ed Admin would like to change the title to Special Education for School Leaders.
- f. Revisions for courses from Secondary Education were also received recently.
- g. Dates for future meetings were discussed. There will be no meeting on 11/20 since a number of Graduate Council members will be out of town. The 12/18 meeting is also cancelled since that falls after the end of the semester. A meeting on 12/11 was proposed and will be held if a meeting place can be reserved. The next meeting will be on 12/4/09.

Respectfully submitted,

Andrea M. Noel