

Meeting of the Graduate Council  
Monday, December 3, 2001

Minutes

**Present:**

Nancy Boyles  
Jean Breny Bontempi  
John Critzer  
Debra Emmelman  
Stephen Feldman  
Joy Fopiano  
Jerry Hauselt  
Marianne Kennedy  
Susan Killion  
Hak Joon Kim  
Edward Lynch

Doris M. Marino  
Cynthia McDaniels  
Vara Neverow  
Gwendolyn Nowlan  
Mary Purdy  
Lystra Richardson  
Diane Ronis  
Josephine Sche  
James Thorson  
Christine Villani

**Absent:**

Patricia Major  
Joel Meisel  
James Thorson  
Jin Jin Yang

**Alternates Present:**

Steven Burian  
Kristy Hebert  
Kalu Ogbaa

**Visitors and Observers:**

Roseann Diana	Rod Lane
Ross Gingrich	Charles Small
Martin Hartog	Tina Re
Sandra Holley	Olive Santavenere
	J. Philip Smith

**Officers:**

W. Jerome Hauselt, Chairperson  
Susan Killion, Vice-Chairperson  
Doris M. Marino, Secretary

**Call to Order:**

Chairman Jerome Hauselt called the meeting to order at 1:10 P.M. The minutes of the November 5, 2001 meeting were approved with corrections.

**Announcements:**

**Office of the Academic Vice-President**

**J. Philip Smith**

The Academic Vice-President addressed the Council concerning the following issues:

1. **Ed.D.** The Council of Deans asked Vice-President Smith to convey their support of the Ed.D. proposed program. The State Department of Higher Education will be meeting in a few months to review this program.
2. **Construction.** The construction is on schedule.
3. **Self-Study and Assessment Report.** Vice-President Smith reported that he prepared and distributed a letter to the University Community identifying the key elements of Dr. Orlando Taylor's (President of the National Council of Graduate Schools) summary on the self-study and assessment that he

conducted May 2001 on the School of Graduate Studies and the Graduate Dean.

4. **Land Purchases.** The University purchased 6 homes on Fitch Street. The University has lots of land that will have long-term significance for future buildings on campus.
5. **Budget.** The decrease in the budget may result in cut backs for University Assistants and adjunct faculty members.
6. **Davis Hall.** The food service in Davis Hall may be cut because of the limited amount of purchases per day. Vice President Smith asked faculty members to report to him any reactions about the service and whether the food service should be continued.

### **Graduate School Dean**

### **Sandra Holley**

Dean of the Graduate School addressed the council concerning the following issues:

1. **Open House.** The Fall Open House was a splendid success breaking most records since the first open house in 1996. A few stats:
  - a. 325 attendees signed in for the event
  - b. We “guesstimated” that over 50 people attended but did not register
  - c. \$29,726 was generated in tuition revenue
  - d. 113 said that they learned of the Open House via direct mail
  - e. 58 said that they learned of the Open House via our website. Dean Holley again said thanks to all of the faculty and staff who contributed to the success of the event, and special accolades to Associate Dean Roseann Diana for her outstanding leadership in organizing and hosting the event.
2. **Fall Enrollment.** Apropos fall enrollment numbers, full-time graduate enrollment decreased 2.2% from last fall. We had a total of 764 full-time graduate students for this fall. Part-time enrollment dropped by 2.5% resulting in a total of 3,184 part-time graduate students for the fall semester. A report prepared by Associate Dean Diana comparing graduate enrollment statistics over a two-year period was sent to all graduate program chairpersons, coordinators, and academic school deans. The chairperson was asked to review the statistics and provide the Graduate Office with a written commentary on possible reasons for the decline in enrollment. The final responses with the original responses were summarized and a report was sent to the school deans, academic vice presidents, and president. The most frequently cited reason for the decline in enrollment was the tuition increase that was effective in the fall semester. Other reasons cited included:
  - a. Economic trends
  - b. Course rotation schedules
  - c. Scheduling of classes
  - d. Insufficient faculty to meet students’ needs and accreditation standards.

A similar decline in graduate enrollment at U. Conn. was reported in the Hartford papers last week. Comparison of Fall 2000 data with Fall 2001

data showed a 5% drop in enrollment. An informal survey of Graduate School deans nationally, however, showed an increase in graduate enrollment for 90% of the reporting schools. Moreover national demographic projections suggest that given the softening economy combined with population growth, graduate enrollment should grow at a 1% annual rate for the next five years.

3. **Enrollment Implications for SCSU.** Dean Holley suggested that the statistics may have the following implications for graduate enrollment at SCSU:
  - a. We need to look at who will comprise the graduate population. According to national data, the number of women and members of U. S. ethnic minority groups has shown a steady increase in graduate school enrollment. Hence, the recruitment of students from these two groups is imperative if graduate enrollment is to grow.
  - b. We need to listen to what our students are saying in terms of meeting their needs for graduate education. One area that remains at the top of the list is alternative scheduling times for graduate courses. Graduate students continuously ask for weekend classes. This is being implemented on other campuses of our competitor institutions, but we have been reluctant to offer classes on Saturday during the regular semester. Noticeable exceptions are the MBA, CSP, SWK, and RDG graduate programs.
  - c. We need to recognize that enrollment is a concern of all – not merely a task relegated to a single member of the academic department. Enrollment, retention and graduation numbers reflect program viability, in part. Resources will be allocated on the basis of program viability. We must work collectively to meet the challenges involved in planning for future graduate programs and students.
4. **Tuition.** The CSU trustees are discussing the subject of differential tuition for selected graduate programs. In response to a request from Vice President Blake for input on the topic, Dean Holley requested the chairpersons of the six programs to give their input and to respond to the questions posed by Vice President Blake. The chairs of the CMD, EDL, MBA, MFT, MLS, NUR, and SWK graduate programs provided comprehensive and useful information. Some programs welcomed the idea of a differential tuition *with the caveat* that a portion of the increased revenue would accrue to the academic programs. Other programs thought that an increase in tuition would result in lower enrollment. Vice President Blake who will keep us informed of the discussions by the Board.
5. **Commencement 2002.** Responses are being received from the mailing to all matriculated graduate students informing them of Commencement 2002. To date, 242 students have indicated that they plan to participate in the commencement ceremonies to be held on Thursday, May 23, 2002.
6. **Ad hoc committee.** The first meeting of the Ad hoc committee for Increased Graduate Student Support will be held on Friday, December 14. There is representation from all academic schools on the committee:

Dr. Sandra Holley	GRD (Chair of the Committee)		
Dr. Robert Axtell	EXS	Dr. Mary Brown	ILS
Dr. Kenneth Florey	ENG	Dr. Jerry Hauselt	PSY
Dr. Michael Martin	CSP	Dr. Cynthia McDaniels	EDU
Dr. Omid Nodoushani	MBA	Dr. Brian Perkins	EDL
Dr. Michael Perlin	MBA	Dr. Charles Small	URB
Dr. Lorrie Verplaetse	FLA		

7. **Surveys.** Beginning December 3, 2001 surveys are being sent to all students who had graduate degrees conferred in May 2001. Responses are requested by December 30. As was done with the survey conducted last year, we shall share the data with the school deans, graduate chairpersons, coordinators and Graduate Council.
8. **Website.** Our Graduate School website has been revised to reflect a more contemporary look and we invite Councilors to visit the site. We ask you to visit the Faculty and Staff page and click on the link for the Graduate Faculty roster. The number of photos of faculty has increased significantly, and we thank all who have assisted in this project. There still remain additional faculty who have not had their photos taken.
9. **Graduate Councilors.** Dean Holley thanked the members of the Council for their untiring efforts this year.

### **Committee Reports**

#### **Academic Standards:**

**Susan Killion**

The Self-Study reports for School Health Education and Women's Studies Programs will be reviewed December 3. They will present to the full Council at the February 4, 2002 meeting. The Exercise Science Department will be reviewed by ASC, February 11.

#### **Procedures Committee:**

**Vara Neverow**

The Procedures Committee recommended the following individuals for Graduate Faculty status:

- Pamela Brucker, Ed.D., Assistant Professor, Department of Special Education and Reading
  - Shirley Girouard, Ph.D., Associate Professor, Department of Nursing
  - Luisa Piemontese-Ramos, Ph.D., Assistant Professor, Department of Foreign Languages
  - Linda Wagner, Ph.D., Associate Professor, Department of Nursing
- Approved unanimously.

1. The Senate Rules Committee is presently reviewing the by-law change that the Graduate Council approved last meeting, where we recommended changing the criterion for graduate faculty status to make it clearer and more open.

2. The Committee is developing a plan for how elections occur for representation on the Graduate Council. We are trying to balance the following factors:
  - Making the elections across different schools more uniform.
  - Having one representative (thus, giving a voice) to every department that has a graduate program.
  - Working out a fair way to maintain part of the present system, where representation is based on credit hours generated, so that those departments with many graduate programs and/or those departments that generate large numbers of graduate credit hours, are given additional voices on the Council.
  - Keep the Graduate Council to a reasonable number of people so work can be accomplished fairly efficiently.
  - The current Graduate Council membership is 25. A change so that every department that offers a graduate program would have a representative would result in 26 members (25 individual departments + Women's Studies Graduate Program).
  - The Committee will also propose continuing to consider credit hours generated. This would add a few more members by giving some departments extra representation. The range of credit hours generated by departments that offered graduate programs from last Fall is 133 to 4002. Depending on whether the cut off is at 1500 credit hours or 2000 credit hours, would increase the size of the Council.
  - This motion will be sent with the next agenda so that the Council can vote on it at the February meeting, to get the new election procedures in place for the next academic year.
  
3. The committee is considering alternative wording for the thesis guidelines. Presently the guidelines specify that a faculty member, to sponsor a thesis, must be a member of the Graduate Faculty. The Committee is considering a proposal that would keep this criterion, but also allow faculty who, for some reason, have not become members of the Graduate Council to apply to the Procedures Committee for consideration as thesis advisors.

**Curriculum Committee:****Stephen Feldman**

**Course Review.** The Curriculum Committee reviewed and recommended approval of the following courses:

- a. ANT 530: Women, Culture and Globalization
- b. ILS 679: The Oral Tradition in Ancient and Modern Mythology
- c. Computer Science:
  - CSC 521: Algorithms
  - CSC 573: Advanced Computer Architecture
  - CSC 587: Computational Science of Simulation and Modeling
- d. The Educational Leadership Department submitted a proposal for approval of the Ed.D. Program and the 11 new courses, EDL 603-609, EDL 690-693. The Educational Leadership Department responded in writing addressing the concerns of the School of Education Curriculum Committee. The Graduate Curriculum Committee recommended and six members approved and three abstentions. The motion to approve the Ed.D. program and the 11 new courses was passed by the Council. Minor revisions will be approved through the Chair of the Curriculum Committee.

**New Business:****Susan Killion**

Dr. Martin Hartog, Coordinator of the Graduate Programs in Mathematics and Dr. Ross Gingrich, Department Chair presented the program. . The Academic Standards Committee recommended **Continuing Approval** for the Graduate Programs in Mathematics. The Council unanimously approved.

Dr. William Diffley presented and discussed the Research, Measurements, and Quantitative Analysis in the Behavioral Sciences and Education. Recommendation of the Academic Standards Committee of **Continuing Approval** was unanimously approved.

**Adjournment:**

Chairman Hauselt adjourned the meeting at 2:55 P.M.

Respectfully submitted,  
Doris M. Marino, Secretary