

Meeting of the Graduate Council
February 3, 2003
Minutes

Present

Councilors: Jon Bloch, Donald Cyr, Steve Burian, Gerry Lesley, Vara Neverow, Deane Hetric, Alan Friedlander, Michelle Merriweather, Jerry Hauselt, Kristine Anthis, Omid Nodoushani, Hrvoje Podnar, Josephine Sche, Hak Joon Kim, Gwendolyn Nowlan, Joy Fopiano, Norris Haynes, Katherine Corbett, Jin Jin Yang, Patricia Major, Nancy Boyles, Kristy Hebert, Lystra Richardson, Marianne Kennedy, Edward Lynch, Susan Killion, Jean Breny Bontempi, Elayne Haymes, Esther Howe

Guests: George Appleby, Lisa Galvin, Sandra Holley, Chris Villani, Ira Leonard, June Cheng, Bob Cipriano, Jim MacGregor, Stan Walonoski, Bob Cuddihee, Rod Lane

Call to Order

Chairman Jerome Hauselt called the meeting to order at 1:05 pm. A motion to approve the minutes of December 2, 2002 was made, seconded, and approved by the Council.

Announcements

Office of the Academic Vice President

Dr. J. Philip Smith

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

1. Engleman Hall Construction: project is proceeding on a three week delay for the new wing.
2. Commission on Faculty Research and Creativity: Joan Finn, chair of this committee, presented to the Faculty Senate, on the progress of the committee's work.
3. State Ethics Commission: There is a policy which states that state employees cannot make decisions that would benefit them personally. This includes faculty members who require their own textbooks in their classes. The Commission has agreed that faculty members can keep their royalties if the University has a review policy for professor who write textbooks. Faculty Senate is working on developing a policy.

There was a question from the floor regarding the status of the Academic Strategic Plan. Vice President Smith announced that a draft of the Plan will be on the web site very soon. The faculty working on the Strategic Plan have been making progress but a final plan is still a couple of years away.

Office of the Dean of Graduates Studies

Sandra Holley

The Dean of the Graduate School addressed the Council concerning the following issues:

1. Graduate enrollment statistics presented by Institutional Research show increases in both full- and part-time graduate student enrollment this year over last spring. Full-time graduate enrollment increased 11.4% and part-time enrollment increased 4.6%. The report, named

REGSTAT, provides a breakdown by academic program and is sent out by Walter Ziembra (ziembaw1@southernct.edu). Anyone who would like a copy of this report should contact Walter.

2. Graduate student surveys were completed by 228 students, the survey was sent to graduate students in November with the mailing of the Spring Schedule of Classes. Results showed the following:
 - ✓ 64% indicated preferring web registration over other choices (in person, phone, etc)
 - ✓ 20% preferred in person registration
 - ✓ 15% chose phone, mail, and fax registration as their preferred method
 - ✓ Several indicated wanting a choice of registration methods
 - ✓ Several commented on the rude manner to which they were treated by administrative personnel on campus.

Dean Holley emphasized the need for improved customer service for all of our students and encouraged Councilors to present concerns in writing to her so that the appropriate units might be informed.

3. The graduate applications for the CMD, CSP, and SWK are top priority now because of their early submission date, and despite being short of staff in the Graduate Office, will be processed.
4. SEVIS (Student and Exchange Visitor Information System) is up and running. The system requires that institutions register information regarding international students. The data must be accurately entered or there could be serious delays to processing student paperwork.
5. Graduate commencement is May 22, 2003. Dean Holley asked Councilors to remind their faculty about the date and to review the list of students who have applied to participate in the commencement and to approve their eligibility.
3. Dean Holley asked Councilors to inform faculty in their departments about what transpires in Faculty Council meetings.
4. Dean Holley recognized the achievements of both Dr. Marianne Kennedy and Dr. Vara Neverow who were interviewed by the New Haven Register.

There was a question from the floor regarding the occurrence of the Graduate Open House. This will be an annual event occurring in the Fall semester.

Committee Reports

Academic Standards

Susan Killion

Graduate Program Review – Recreation and Leisure Studies: Dr. Jim MacGregor presented the report for the graduate program in Recreation and Leisure Studies. The program has 5 full-time faculty and three specializations. There are currently 52 matriculated students in the program. The graduate program allows students to choose between a thesis, special project, and comprehensive exam for their culminating experience. Trend analysis shows that the special project has gained popularity as the choice most students are opting for.

Following the presentation, the recommendation of the Academic Standards Committee (via their report) for *continuing approval* of the Recreation and Leisure Studies graduate program was approved unanimously by the Council.

Procedures

Elaine Haymes

An item was presented for the next agenda to discuss making revisions to the graduate faculty application. A sentence referring to an equivalent experience to a terminal degree will be eliminated from the application to be in accordance with the revised Graduate Council Rules of Order. There will be a recommendation to review and revise the current form at next month's meeting. Currently, there is a member of the faculty who, having applied to the graduate faculty using the current application, will be considered under these guidelines.

There were comments from the floor regarding the revised Rules of Order and changes that needed to be made. First, regarding the number of graduate councilors and secondly, regarding the number of committee members. The executive committee will review these inconsistencies and make recommendations for revisions to the Council at the March meeting.

Curriculum

Nancy Boyles

There was a meeting change for the Curriculum Committee, which did not result in a quorum, so no official business was conducted and there was nothing to report.

Old Business

None

New Business

MySCSU and Graduate Education

Stan Walonoski and Bob Cuddihee demonstrated the MySCSU pipeline services to the Graduate Council. The purpose of MySCSU is to create community through communication. Students, faculty, and staff can all connect to the Internet and to email through MySCSU. The page can be customized by users and allows students to access transcripts, grades, email, etc. Faculty can use MySCSU to create calendars, chat rooms, email class lists, and put Internet links on-line for students to access.

All students get a southernct.edu email address, which can be used through MySCSU. Faculty were encouraged to tell students about MySCSU and have their students forward their Southern email to their personal email so that communication could occur. Eventually, departments will be able to customize their student pages, posting notices for their majors. Many of the features of MySCSU were reviewed and faculty were encouraged to bring information back to their departments.

Adjournment

Chairman Hauselt adjourned the meeting at 2:55 pm.

Respectfully submitted,
Jean M. Breny Bontempi, Secretary