

Meeting of the Graduate Council
May 6, 2002
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
Patricia Major

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

Alternates Present:

Steven Burian
Kristy Hebert
Joe Panza
Frank Sansone

Visitors and Observers:

Rosalyn Amenta Sandra Holley
Roseann Diana Philip Smith
Ken Florey
Shirley Girouard
Olive Santavenere
Tina Re
Lorrie Verplaeste
Robert Axtell
Mary E. Brown
Cynthia McDaniels
Omid Nodoushani

Officers:

Jerome Hauselt, Chairperson
Susan Killion, Vice-Chairperson
Doris Marino, Secretary

Call to Order:

Chairman Jerome Hauselt called the meeting to order at 1:07 P.M.. The minutes of the April 1, 2002 meeting were approved after the correction of the date.

Election of Officers for the 2002-2003 Academic Year

Patricia Major

Patricia Major presented the new slate of officers for the 2002-2003 academic year:

Jerome Hauselt, Chairperson
Susan Killion, Vice-Chairperson
Jean Breny Bontempi, Secretary

The Graduate Council unanimously voted to accept the new officers for 2002-2003 academic year.

Announcements

Office of the Academic Vice-President

J. Philip Smith

The Academic Vice-President addressed the Council with the following announcements:

1. All faculty were welcomed to the Annual Meeting of the Graduate Council.
2. Construction activities are on schedule up to July.
3. He expressed pride in the Graduate Research Symposium Fellows' presentations.
4. He endorsed the Report from the Ad Hoc Committee on Graduate Student Stipends that will be presented at this meeting.

Graduate School Dean

Sandra Holley

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

1. **IRB**. The new IRB form will be used starting May 1, 2002. The new forms are available on the web.
2. **Graduate Commencement May 23, 2002**. Dean Holley announced that graduation will be May 23, 2002. There will be two rehearsal sessions, Wednesday, May 22, 2002, for faculty members and deans to practice for the ceremony. She asked that all advisors who will be hooding graduates attend one of the rehearsal sessions.
3. **Graduate Research**. Dean Holley thanked faculty and Council members who attended the Graduate Research Symposium Friday, May 3, 2002. She indicated that there were few faculty members other than the advisors in attendance. She will review approaches to encourage faculty members and students to attend in the future.

Committee Reports

Academic Standards

Susan Killion

The Academic Standards Committee report was deferred.

Procedures Committee

Patricia Major

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

- Alan Friedlander, Ph.D., Profesor, Department of History
- Marie Garcia-Abrines, Ph.D., Professor, Department of Foreign Language
- Julian Madison, Ph.D., Assistant Professor, Deptment of History
- Beth Taylor, Ph.D., Professor, Department of Special Education and Reading.

All were approved unanimously.

Curriculum Committee**Mary Purdy**

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

1. **CSC 555** - Computer Security
2. **CSC 581** - Computational Intelligence
3. **ILS 676** - Integrating Enhanced Learning Techniques & Movement into the Oral Tradition
4. **ILS 677** - Fostering the Multiple Intelligences through the Oral Tradition
5. **SWK 567** - Social Work Practice in Crisis Situations

The above five courses were reviewed, recommended and approved by the Council. Courses from Science Education (six courses) were returned with a request to revise and re-submit to the Graduate Curriculum Committee.

Old Business**Ad Hoc Committee on Assessment****Marianne Kennedy**

Marianne Kennedy submitted the Committee's report incorporating suggested changes to the Council. The revised standards were approved and will become effective September 2002 for Graduate Program Reviews conducted during the 2002-2003 academic year.

Program Review: Social Work**Susan Killion**

The Academic Standards Committee reviewed the additional documentation presented to the Graduate Council at the April 11 meeting and offered the following appraisal:

1. The additional documentation provided in the written report for Graduate Councilors on April 11, 2002 is sufficient to make a recommendation. Almost all suggestions requested in the April 1, 2002 Program Review by the ASC were responded to either in the written material or the oral presentation at the Council meeting.
2. The Social Work Coordinator, Professor Mark Senzer, and Chairperson, Dr. Todd Rofuth, met briefly with the ASC on April 8 to answer any concerns or further questions by the committee.
3. The Academic Standards Committee recommends to the Graduate Council that Continuing Approval be granted to the Graduate Program in Social Work.

The Graduate Council accepted the recommendation of the ASC and Continuing Approval was granted to the Graduate Program in Social Work.

New Business**Program Review: Special Education****Susan Killion**

Professor Stephen Feldman, Graduate Program Coordinator, presented graduate programs in Special Education. The Academic Standards Committee recommended Continuing Approval. Continuing approval was granted.

Program Review: Reading**Susan Killion**

No report was submitted from the graduate program in Reading. The ASC therefore recommended Conditional Approval. Conditional approval was granted.

Annual Reports

The annual reports of the committee of the Graduate Council were presented.

1. The **Academic Standards Committee** report was presented by Susan Killion. Thirteen programs were reviewed and approved from February 2001 to May 2002.
2. The **Procedures Committee** report was presented by Patricia Major. She reported on the achievements of this Committee from March 2001 to May 2002.
3. The **Curriculum Committee report** was presented by Mary Purdy. She reported that the Committee approved 21 courses and the Ed.D. Program from October 2001 to May 2002.

Ad Hoc Committee on Graduate Student Stipends**Dean Holley**

Dean Holley reported on the charge of the Ad Hoc Committee and recognized the members for their effort. Dean Holley highlighted the major topics of the report. The Committee defined the role of the Graduate Assistant, considered the mission for graduate education, and worked with the strategic plan in mind.

The Report of this Committee recommended the following:

1. Institute tuition waiver for graduate assistants
2. Secure and implement institution budgetary commitment for a minimum of \$250,000 per year for graduate assistantships
3. Promote extramural funding through training grants to increase funding for graduate assistantships.
4. Define a process to work with the Office of Institutional Advancement to seek funding for graduate fellowships through endowment funds.
5. Increase financial aid for graduate students.

The Graduate Council enthusiastically endorsed the report and recommendations of the Ad Hoc Committee. Council further directed Chairperson Hauselt to notify Vice President Smith of the great support the report received. Dean Holley noted that the report will now go to Vice President Smith and President Adanti. Dean Holley stated that a second Ad Hoc Committee will be appointed to develop an implementation plan. The committee will begin their work in the Fall semester.

Adjournment

Chairman Hauselt adjourned the meeting at 2:10 P.M..

Respectfully Submitted,

Doris M. Marino, Secretary