

Meeting of the Graduate Council

Monday, October 2, 2000

Minutes

Present:

Robert Axtell  
Nancy Boyles  
Donald Cairns  
John Critzer  
Stephen Feldman  
Jerry Hauselt  
Norris Haynes  
Marianne Kennedy  
Susan Killion  
Teri Loughhead  
Edward Lynch

Patricia Major  
Doris Marino  
Cynthia McDaniel  
Joel Meisel  
Vera Newrow  
Gwendolyn Nowlan  
Mary Purdy  
Jaak Rakfeldt  
Lystra Richardson  
Diane Ronis  
James Thorson  
Victor Triob

Alternates Present:

Frank Sansone  
Carlos Arboleda  
Josephine Sche  
Steve Burian  
John Onofrio  
Henry Hein

Visitors

J. Phillip Smith  
Sandra Holley  
Fay Miller  
Rodney Lane  
Roseann Diana  
Omid Nodoushani  
Lorrie Verplaetse  
Melville Cottrill  
Christine Villani  
John Nwangwu

Officers:

Marianne Kennedy, Chairperson  
Jerome Hauselt, Vice-Chairperson  
Teri Loughhead, Secretary

Observers

Tina Re

Call to Order:

The meeting was called to order by Chairperson Marianne Kennedy at 1:00 P.M. The minutes of the May 1, 2000 meeting were approved with a minor correction (page 2, line 8: change the second "Friday or Saturday," to "Monday through Thursday").

Announcements:

Office of the Academic Vice-President

J.P. Smith

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

1. On-line Courses. The difficulties with on-line course registration are being addressed.

2. Enrollment. The current enrollment rates for SCSU are as follows:

- Full-time undergraduate student enrollment is up 6.4% .
- Full-time graduate student enrollment is up 9.3% .
- Part-time enrollment is up 3% .
- Freshman retention rate is up 2.8% to a total of 72.7% .

SCSU's recent retention efforts seem to be making an impact. We have done a lot to make freshmen feel welcome, which may be reflected in the increase in the retention rate.

3. Parking. There are a number of initiatives to address the parking and traffic problems. There are enough parking spaces on campus, but just not in the right places. Vice-President Smith will be working with Chief Prokop to address this problem and the Parking Committee will be addressing it as well.

4. Budget. The budget is essentially the same as it was last year. We received a 3% increase in budget that was absorbed by salary increases. There was some re-allocation of budget funds: more money was allocated for adjuncts, and some university assistants' (UAs) and graduate assistants' funds (GAs) were reallocated to other areas. Hopefully, additional funds will be available at the end of this month that will be used to re-establish the GA positions we lost. In addition, the Governor has rescinded \$3,000,000.00. The Chancellor is appealing this. If the appeal is not successful, it is our hope to take this money from reserve funds.

5. High Technology Classroom s/Low Technology Classroom s. We are upgrading classrooms across campus. We are in the process of preparing 3 or 4 more technology classrooms in Morrill Hall. The specifics of developing the schedule for these rooms are currently being discussed with Mr. Drobish. If anyone has suggestions about the scheduling, please email Vice-President Smith.

6. Building Plans. There have been some problems with the bids concerning Englemann Hall. The project is moving ahead and we hope to begin construction in January or February of 2001. Funds have been allocated to plan the renovation of Buley Library, and that planning will move ahead over the next 2 to 3 weeks.

7. Questions. Vice-President Smith invited all present to email him anytime with questions and he will respond.

Graduate School Dean

S. Holley

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

1. Graduate Research Fellows. The Graduate Research Fellows Class of 2001 has selected, and they have begun monthly seminars with the Graduate Dean and their faculty research mentors.
2. Millennium Graduate Commencement. The Millennium Graduate Commencement held on Thursday May 25, 2000. For the second year in a row, the number of graduate degrees awarded exceeded the number of undergraduate degrees awarded.
3. 3<sup>rd</sup> Annual Orientation for New Graduate Students. The School of Graduate Studies hosted the 3<sup>rd</sup> Annual Orientation for New Graduate Students in August 2000. There were 205 students in attendance and faculty representation from most of the graduate programs. Students who attended the event returned over 100 questionnaires. Their responses were overwhelmingly positive about the event.
4. Fall 2000 Enrollment. The fall 2000 graduate student enrollment was increased by 9.3% over last fall. The count of 783 full-time graduate students is the largest count of full-time graduate students recorded by the Institutional Research Office for the past 15 years.
5. Graduate Student Open House. The Graduate Open House will be held on Wednesday, November 8, 2000, from 3-00 P.M. to 7-00 P.M. in Lyman Auditorium foyer. We rely on the active participation of the graduate program coordinators for a successful event. The Graduate Open House is planned and implemented by Associate Dean Diana.
6. New Graduate Curricular Offerings. There has been a proliferation of proposals for new graduate curricular offerings including new courses, program revisions, graduate programs, and certificate programs. We are delighted with the enthusiasm for such new and creative initiatives. We must be mindful of the fact, however, that we have finite resources and cannot fund every new proposal. Faculty are encouraged to follow the appropriate chain of command, i.e., faculty, department curriculum committee, department chairperson, school curriculum committee, school dean, graduate dean, Graduate Council Curriculum Committee, Graduate Council for proposals.
7. Agenda for Excellence. During this academic year, the School of Graduate Studies will move forward with its Agenda for Excellence. In addition to continuing existing programs, there are new initiatives that will be pursued:
  - Compilation of data to document the effectiveness of graduate initiatives.
  - Presidential Priority Project: To develop a mechanism to assist graduate programs in outcomes assessment of programs and students. We plan to develop a few models of outcome assessment that programs may use.

- Presidential Priority Project: To develop a career planning service for graduate students.
- Exploration of additional financial resources for graduate students.

#### Committee Reports

##### Procedures Committee:

P. Major

The new Procedures Committee will be constituted after today's meeting and will consider the new applications for membership which have been received. We will have recommendations at the next meeting.

##### Curriculum Committee:

S. Feldman

1. Chair. Steve Feldman was re-elected chair of the Curriculum Committee.
2. Procedures and Standards. The Curriculum Committee will be working on fine-tuning our procedures and standards this year.
3. Revised M BA graduate program. The Curriculum Committee considered the revised M BA program and was supportive of the proposal provided to date. They look forward to seeing the rest of the curriculum and hope to consider the full program at the next meeting. Councilor Killion noted that the M BA program recently received a 5-year approval from the Academic Standards Committee. She asked why a major revision was now being undertaken. Discussion ensued concerning the relationship between the Academic Standards and Curriculum Committees with respect to the review and approval of new and revised graduate programs. It was suggested that the Academic Standards Committee might want to re-examine their criteria for evaluating programs.
4. Course Review. The curriculum committee reviewed two courses:
  - HIS 597, History Internship - recommended approval with minor revision. Vote carried unanimously.
  - SPA 531, Latin American Writers and the Cinema - recommended approval with minor revision. Vote carried unanimously.

##### Academic Standards Committee:

J. Hauselt

The following schedules were distributed to councilors in the current Graduate Council packet:

- 5 Year Review Schedule: Approved Graduate Programs (pink sheet).
- Academic Standards Committee: Agenda of 2000-2001 Reviews Revised (green sheet).

Please inform the chair of any problems detected with these schedules.

## Old Business

1. Ed.D. in Educational Leadership. Professors Hein and Villani presented the proposed "Southern Connecticut State University Ed.D. Program in Educational Leadership Concept Design" to the Council, and updated the Council on the status of the program proposal. CCSU has an Ed.D. in conceptual form which has been accepted by the CSU system. SC SU needs to have an Ed.D. proposal and application for licensure submitted to the CSU system, which then gets submitted to the state Department of Higher Education. Approval of an Ed.D. at CSU will require that the legislature change the current law which stipulates that only UConn can offer a doctoral program. The Educational Leadership Department asked for the Council's support to submit an application for licensure to the state based on the Concept Design presented. The Educational Leadership Department wants the Graduate Council involved in each step of this process. They further acknowledge understanding that they must present to the School of Education Curriculum Committee, Graduate Council Curriculum Committee, and Graduate Council the full Ed.D. program in Educational Leadership before moving forward with the program. Discussion ensued.

Motion: "To go forward with the conceptual model of the Ed.D. for licensure." Vote carried unanimously by the Council.

2. Graduate Council By-Laws - P.M.ajor. The Senate needs to approve our revised Graduate Council By-Laws. They are currently discussing them.

3. Faculty Governance Retreat. The Executive Committee of the Graduate Council attended the Faculty Governance Retreat, along with the Executive Committees from the Senate, AAUP, and UCF. The Council was provided two documents in their current Graduate Council packet as an update to that meeting: Faculty Governance Retreat, Graduate Council Executive Committee, Goals and Future Directions; and, Faculty Leadership Retreat, "Education and Faculty Governance at the Teaching University." Chairperson Kennedy also reported that regular meetings of the chairs of the four governing bodies have and will continue to occur. These meetings have facilitated open communication among the four bodies.

4. Capstone Experience Survey. We continue to collect Capstone Experience Surveys. We hope to have the data compiled and distributed soon.

## New Business

1. Com m ittee Assignm ents. The 2000-2001 Graduate Council M em bership list (blue sheet) and 2000-2001 Graduate Council Com m ittee M em bership list (yellow sheet) was distributed to Councilors in this month's Graduate Council packet. Com m ittee assignm ents were unanimously approved.
2. Banner. The Banner student module is progressing. There will be faculty representation on the com m ittee developing the student module of Banner. Steve Feldman and M arienne Kennedy will represent the Graduate Council.
3. Graduate Student Lounge. The Graduate Student Lounge in Davis Hall is being refurbished. New furniture will be bought and plumbing upgrades will be done to assist the food service.
4. Web Site for the School of Graduate Studies. Dean Holley reports that School of Graduate Studies Web Site is planned to be finished by the end of the fall 2000 semester. It is our hope to post Graduate Council business on this web site.
5. Academ ic Standards & Curriculum Com m ittee. The Academ ic Standards and Curriculum Com m ittees will be exam ining our processes and procedures this year.

## Adjournm ent:

Chairperson Kennedy adjourned the meeting at 2:31 P M .

Respectfully submitted,  
Teri O lisky Loughhead, Secretary

2000-2001 GRADUATE COUNCIL MEMBERSHIP  
October 23, 2000

Councilor Name	Dept	School	Address	Email	Phone	Alternate	Dept	Address	Email	Phone	Term	Committee
John Critzer	PSC	A & S	SE404	CRITZER	25658	Carlos Arboleda	FLA	EN 101C	ARBOLEDA	26754	5/99-02	Curriculum
Jeny Hauselt	PSY	A & S	EN 225	HAUSELT	26874	Linda Olson	FLA	EN 103	OLSON	26762	5/00-03	Exec., Academic Standards
Debra Emmelman	SOC	A & S	SE413	EMMELMAN	25686	Steven Burian	BIO	JE260	BURIAN	26212	5/99-02	Curriculum
Vana Neverow	ENG	A & S	EN 271	NEVEROW	26717	Kalu Ojibaa	ENG	EN 277	OGBAA_K	26738	5/00-03	Procedures
James Thorson	ECO	BUS	SE300A	THORSON	25626	Madan Nangia	MGT	SE301	NANGIA	25857	5/00-03	Curriculum
Lysta Richardson	EDL	EDU	RB 10	RICHARDSON_L	25346	John Onofrio	EDL	RB 10	ONOFRID	25342	5/99-02	Curriculum
Donald Cairns	EDL	EDU	RB 10	CAIRNS	25344	Henry Hein	EDL	RB 10	HEIN	25356	5/99-02	Ad Hoc Acad Stds
Joel Meisel	EDU	EDU	DA 115F	MEISEL	26433	Elizabeth Foye	EDU	DA 115G	FOYE	26435	5/99-02	Ad Hoc Acad Stds
Cynthia McDaniels	EDF	EDU	DA 115E	MCDANTELS	25894		EDU				5/00-03	Curriculum
Diane Ronis	EDU	EDU	DA 209H	RONIS	26708	Stephen Greengross	EDU	DA 115D	GREENGROSS	26430	5/99-02	Ad Hoc Acad Stds
Patricia Major	SED	EDU	DA 216B	MAJOR	25952	Robert Piazza	SED	DA 209E	PIAZZA	25939	5/00-03	Exec., Procedures
Nancy Boyles	RDG	EDU	DA 209E	BOYLES	25946	Elizabeth Johnston	SED	DA 243	JOHNSTON	25942	5/00-03	Ad Hoc Acad Stds
Norris Haynes	CSP	EDU	DA 208	HAYNES	26402	Michael Martin	CSP	DA 126	MARTIN_M	25912	5/98-01	Curriculum
Teri Loughead	CSP	EDU	DA 115A	LOUGHEAD	25916	Judith Wilcox	CSP	DA 126	WILCOX	25913	5/98-01	Exec., Ad Hoc Acad Stds
Stephen Feldman	SED	EDU	DA 216C	FELDMAN	25951	Stuart Gerber	SED	DA 210A	GERBER_S	25928	5/98-01	Exec., Curriculum
Robert Axtell	EXS	EDU	M FH 169	AXTELL	26037	Jin Jin Yang	EXS	PE002C	YANG_J	26146	5/98-01	Curriculum
Doris Marino	EXS	EDU	TE5	MARINO_D	26922	Suzanne Duke	EXS	TE 5	DUKE	26963	5/99-02	Ad Hoc Acad Stds
Victor Trublo	LSC	COM	BU 414	TRUBLO	25704	Mary Brown	LSC	BU 403	BROWN	25772	5/98-01	Academic Standards
Gwendolyn Nowlan	LSC	COM	BU 417B	NOWLAN	25711	Josephine Sche	LSC	BU 417C	SCHE	25710	5/00-03	Curriculum
Susan Killion	NUR	HHS	JE148B	KILLION	26482	Bernadette Madara	NUR	JE210B	MADARA	26478	5/99-02	Academic Standards
Marianne Kennedy	CM D	HHS	DA 012D	KENNEDY	25960	Jam es Dem psey	CM D	DA 012G	DEM PSEY	25962	5/00-03	Executive
Mary Purdy	CM D	HHS	DA 012E	PURDY	25959	Frank Sansone	CM D	DA 012B	SANSONE	25958	5/99-02	Curriculum
Jaak Rakfeldt	SW K	HHS	LA 201	RAKfeldt	26565	Minou Michlin	SW K	LA 112	MICHLIN	26562	5/98-01	Procedures
Kay Keiser	PCH	HHS	OR 104	KEISER	26958	William Faracias	PCH	OR 203	FARACIAS	26969	5/98-01	Curriculum
Edward Lynch	M FT	HHS	DA 020	LYNCFL_J	26411	Barbara Lynch	M FT	DA 020	LYNCH_B	26410	5/00-03	Academic Standards

## Graduate Program Offerings

Programs of study leading to master's degrees and/or sixth year professional diploma are offered in the following fields:

### Master's Degree and Certification Programs

Art Education	M S Certification	
Bilingual Education	M S	
Biology	M S Certification	
Business Administration		M BA
Chemistry	M S Certification	
Communication Disorders	M S Certification	
Counseling	M S Certification	
Elementary Education	M S Certification	
English	M S Certification	M A
Environmental Education	M S	
Exercise Science	M S Certification	
Foreign Languages	M S Certification	M A
History	M S Certification	M A
Instructional Media and Technology	M S Certification	
Library Science /Library Information	Certification	M LS
Marriage and Family Therapy		M FT
Mathematics	N IS Certification	
Nursing		M SN
Political Science	M S	
Psychology		M A
Public Health		M PH
Reading	M S Certification	
Recreation	M S	
Research, Measurements, and Quantitative Analysis	M S	
Romance Languages	M A	
School Health Education	M S Certification	
School Psychology	M S	

Social Work		M SW
Sociology	M S	
Special Education	M S Certification	
Urban Studies	M S	
Women's Studies		M A

### Sixth Year Professional Diploma

Counseling	SYC
Educational Foundations	SYC
Educational Leadership	SYC Certification
Elementary Education Classroom Specialist	SYC
Library Science /Library Information	SYC
Reading	SYC
School Psychology	SYC Certification
Science Education (ISIS)	SYC
Special Education	SYC

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