

# Meeting of the Graduate Council October 7, 2002

## Minutes

### Present

**Councilors:** Jon Bloch, Steve Burian, Gerry Lesley, Vara Neverow, Deane Hetric, Alan Friedlander, Michelle Merriweather, Clyde Weed, Jerry Hauselt, James Thorson, Omid Nodoushani, Hrvoje Podner, Josephine Sche, Hak Joon Kim, Gwendolyn Nowlan, Joy Fopiano, Beena Achhpal, Katherine Corbett, Cynthia McDaniels, Doris Marino, Patricia Major, Nancy Boyles, Kristy Hebert, Lystra Richardson, Marianne Kennedy, Mary Purdy, Edward Lynch, Susan Killion, Jean Breny Bontempi, Joe Panza, Elayne Haymes, Esther Howe

**Guests:** Frank Sansone, June Cheng, Lisa Galvin, Lois Dreyer, Roseann Diana, Dan Harayda, Olive Santavenere, Sandra Holley

### Call to Order

Chairman Jerome Hauselt called the meeting to order at 1:06 pm. A motion to approve the minutes of May 6 was made, seconded, and approved by the Council.

### Welcome and Introductions

The Chairman welcomed all Graduate Councilors to the new academic year. Each Councilor introduced her/himself and the Department represented. Members met in committees for a brief introductory meeting and selection of committee chair. The following chairs were elected:

Curriculum Committee: Mary Purdy, CMD

Academic Standards Committee: Susan Killion, NUR; appointed

Procedures Committee: Joy Fopiano, CSP

## **Announcements**

### **Office of the Academic Vice President**

No announcements made.

### **Graduate School Dean**

**Sandra Holley**

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

1. Introduction of Staff. Dean Holley introduced Associate Dean Roseann Diana and Lisa Galvin, Assistant to the Dean.
2. Graduate Commencement 2002. A total of 860 graduate (including 6<sup>th</sup> year) degrees were conferred on May 23, 2002.
3. New Graduate Student Orientation. There were over 150 new graduate students in attendance at the New Student Orientation held this year. Evaluations from attendees were very positive and there was 100% representation from Departments.
4. Graduate School Website. There is a current evaluation being conducted of the web site, which has shown there to be 12,000 hits per month. Dean Holley asked all Councilors to contact the office to get their picture taken for the Web Site.
5. The Graduate Research Fellows of 2002 have been selected and have begun monthly seminars.
6. Fall Enrollment. Full-time graduate enrollment has increased 15.7% from last year for a total of 884 students. Part-time enrollment has decreased by 4.1% to 3,044 students. Reasons for this decrease could be difficulty with registration and classes being dropped by the Registrar's office due to non-payment by students. Applications increased this year with 3,806 and 1,325 accepted.
7. Graduate Open House will be held on Thursday, November 14<sup>th</sup> from 3:00 – 7:00 pm. All Departments have been notified.
8. New Initiatives for 2002-2003 include: the formation of an Advisory Council for the School of Graduate Studies, development of a plan to implement Ad Hoc Graduate Student Support report and findings, development of a Graduate School database of admissions statistics and other relevant data. Representation from Graduate Council will appear on the Advisory Council.

## **Committee Reports**

### **Academic Standards**

**Susan Killion**

The schedule of Academic Standards Committee meetings, along with the schedule of program reviews, were distributed. There were two additions made to the schedule; CSC will be reviewed in 2004-2005 and the new EdD program will be reviewed with EDL in November 2007. All programs are notified, about their program's review, the summer prior the academic

year in which it will be reviewed. All programs listed in the Graduate Catalog are required to be reviewed.

### **Procedures**

**Patricia Major**

Joy Fopiano is the incoming chair of the Procedures Committee. The Committee will meet in EN 120 immediately prior to the monthly Graduate Council meetings.

### **Curriculum**

**Mary Purdy**

There were three courses reviewed. CSC 525 Advanced Operating Systems, EDL 686 District Level Leadership, and RDG 520 Foundations of Language and Literacy. A motion to approve all three of these courses, with minor revisions, was made, seconded, and approved by the Council.

### **Old Business**

**Jerome Hauselt**

An attendance sheet for Graduate Council meetings appears in the rear of the room and all Councilors are asked to initial the space after their name. Guests are also asked to sign in.

### **New Business**

1. The topic of meeting location was raised for discussion. The usual meeting room is under renovation and has proven to be a difficult location for some meetings. Options for the meeting include the Facilities Building conference room and the faculty dining room of the USC. The Executive Committee will discuss and present decision at the next meeting.
2. There is a time conflict between the December 2, 2002 Graduate Council Meeting and the University Dialogue with President Adanti. The Executive Committee will review this issue.
3. The issue of Graduate Council voice, in academic matters, was raised as a discussion item. Specifically, the academic impact statements written as responses to any changes made in the University, seem only to be reviewed by Faculty Senate. It was pointed out that having a review made by Graduate Council would allow for our representation in critical University decisions.

Discussion ensued around the role of Graduate Council, other matters regarding University decision-making, and the action Graduate Council should take in these matters. It was decided that the Executive Committee would consider developing a proposal for our role in campus policy decisions, by insuring the Graduate Council is consulted and invited to provide feedback, and that Graduate Council be included in how policy is being implemented.

4. The issue of web-based only Course Schedules was raised as being a barrier for some graduate students and faculty. Barriers include the fact that many students and faculty do not use computers and, therefore, would not be able to access course listings. Further, critical information about calendars, final exam schedules, and graduation schedules are found in the Course Schedules but not on the SCSU Web Site.

A motion was made to develop a Graduate Council statement against the web-based only Course Schedule, which reads:

*The Graduate Council strongly recommends that a hard copy version of the Course Schedule continue to be published in adequate numbers and distributed to faculty and students.*

A motion for this statement was made, seconded, and approved unanimously by the Graduate council.

5. The calendar for submitting schedules was brought up as a topic for discussion because of the length of lead-time required by the University for submitting classes. It was suggested that the Executive Committee take this under review.
6. Food service in Davis Hall has been discontinued. Further discussion is needed to resolve this ongoing issue.
7. The issues of student registration and denied loan refunds were raised. Dean Holley asked all Councilors to bring her specific examples of issues as they affect students.
8. Dean Holley welcomed and introduced Dan Harayda, former president of the GSAC, who attended today's meeting as a guest.

### **Adjournment**

Chairman Hauselt adjourned the meeting at 2:44 pm.

Respectfully submitted,  
Jean M. Breny Bontempi, Secretary