

SCSU Graduate Council
May 4, 2009

Minutes

Present

Councilors: **Arts and Sciences** —Paul Best, Ilene Crawford, Ken Florey, Ross Gingrich, Scott Graves, Andrew Karatjas, Jessica Kenty-Drane, Dina Moore, Mirela Newman, Christine Petto, Lorrie Verplaetse, Charles Wieder, **Business** — No representation **CILS** —Hak Joon Kim, Chang Suk Kim, Hrvoje Podnar **Education**— Bob Axtell, William Diffley, Suzanne Duke, Adam Goldberg, Mary Jo Kramer, Joel Meisel, Deborah Newton, David Squires, Maravene Roscow-Taylor **HHS**—Mark Cameron, Glenda DeJarnette, Michael Perlin

Guests/Observers: Dean Sandra Holley, Lisa Galvin, John Critzer (Political Science), Nancy Bobrek (Library Services), Selase Williams

1. Call to Order
Chairperson Ken Florey called the meeting to order at 1:05 pm.
2. Disposition of Minutes from April 6, 2009 Graduate Council Meeting.
The minutes of April 6, 2009 were passed unanimously.
3. Announcements

a. Office of the Dean of Graduate Studies

Dean Sandra Holley

Associate Dean Roseann Diana is unable to attend today's meeting due to illness. Assistant Dean Lisa Galvin is filling in for her until she is able to return to work. Dean Holley thanked Ms. Galvin for her hard work at this busy time in the semester.

Dean Holley reported that our Graduate School Open House was a successful event. Over 450 prospective students attended. More than \$18,000 was generated in registration for courses. Dean Holley thanked the faculty, staff, and students who represented their academic departments and provided the information that the attendees sought. The next Open House for the fall semester will be held on Thursday, October 23. Dean Holley indicated that the Graduate School looked forward to the sustained support from all.

Dean Holley announced that the Graduate Research Symposium will be held this Thursday in Engleman A 120 from 2:00 – 4:00 p.m. She requested that Graduate Councilors please invite their students and faculty to this event to support our graduate students and their faculty mentors.

Our 11th Graduate Commencement will be held on Thursday, May 28, 2009. Lists containing the names of students who have registered to participate in the commencement were delivered last Friday to the department chairpersons for review and confirmation of the student's eligibility. This list also provides a space for the names of faculty who will

hood each student. This is critical information needed to line-up the students. Lists should be returned to the Graduate School office by this Friday, May 8, 2009.

Dean Holley also announced that the Commencement rehearsals will be held on Wednesday, May 27 in the morning. Notice will be sent out to graduate program chairpersons and coordinators. Attendance at the rehearsal by all faculty who will be hooding their students is important for the smooth coordination of a successful event. The Graduate School is relying upon faculty to assist the commencement marshals in ensuring that their students are in line, properly attired, and comport themselves with appropriate decorum for a graduate commencement.

The Special Project Capstone Committee has completed its work on the development of the Special Project Proposal Guidelines and they were sent to the Councilors with the mailing of the items for today's meeting. Dean Holley summarized the proposal guidelines. She explained that two important elements were incorporated into this proposal: 1) as a capstone experience, every experience should be of equal rigor, the committee addressed this by considering what minimum standards should be devised to ensure equality in rigor, and 2) the experience will now be under review by the Graduate School as is the thesis. Dean Holley explained that next a recommendation from the committee will be made by Dr. Perlin.

Dr. Perlin facilitated discussion regarding the Special Project proposal. Dr. Mark Cameron from Social Work inquired about the latest draft of the proposal which did not address the primary concerns he'd shared with the subcommittee – particularly the language concerning definition of a “tangible, deliverable product.” He indicated that the Social Work department is concerned about how this is defined and how it would apply to their program. As a member of the committee, Dr. Perlin responded that the Social Work program would be required to determine this for itself. Dr. Newman, Urban Studies, indicated that she understood the proposed creation of the Special Project Proposal requirements and guidelines would not necessarily need to be embraced by departments where there is no “tangible, deliverable product” possible. Individual departments would make this decision for themselves. Dr. Ross Gingrich asked 1) What criteria would the proposals be evaluated for by the Graduate School? Dr. Perlin explained that similar to thesis, the proposal will be evaluated for format and disciplinary writing standards, and neither for methodology nor content; and 2) How can we support this without a guarantee of compensation to supervise special projects? Dr. Perlin explained that while an important matter, the proposal guidelines with the underlying goal for academic rigor across capstone experiences is necessary for a successful Graduate School. He agreed that it will be important for faculty to ensure that the distribution of credits for supervision of Special Projects meets faculty demand. Another Graduate Councilor inquired if under “Part I. Eligibility” we might include a part “d.” to indicate that the option to complete the special project is at the discretion of the department? This will ensure that students are not misled to believe that completing this requirement is their personal choice, but that the parameters for meeting the capstone requirement are set by the department. Dr. Perlin indicated that this suggestion would be considered for inclusion in the revision of the guidelines document. Dr. Florey expressed

to the Council that any major concerns by departments would be met with thoughtful consideration to ensure that these new minimum standards did not impose upon, unnecessarily, the goals and objectives of that program. Dr. Newman spoke in favor of the creation of minimum guidelines for protection of faculty standards in evaluation of Special Projects. Dr. Perlin made a motion that we accept the special project proposal requirements and guidelines May 4, 2009. **The Graduate Council voted in favor of the “Special Project Proposal Requirements and Guidelines Policy” proposal (22 yes, 2 no, 2 abstentions).** Dean Holley thanked the Special Project committee members for their diligent work this past year.

Dean Holley concluded her remarks to the Graduate Council with expressions of gratitude for the work of the Graduate Council membership and Graduate Council sub-committees. She also gave special acknowledgement and commendation to the members of the Graduate Council Executive Committee who generously donated many hours serving as chairpersons of the Council committees and in other leadership roles. She stated that they, along with the members of the Council, have worked with the School of Graduate Studies to Advance Our Agenda for Excellence in Graduate Studies at Southern Connecticut State University. Dean Holley presented a plaque thanking each executive committee member.

Dr. Florey also made note of an exceptional honor for Curriculum Committee chair, Dr. Ilene Crawford, who will be heading to Vietnam next year on a Fulbright fellowship.

b. Office of the Provost

Dr. Selase W. Williams

Provost Williams addressed the Council regarding current economic and health concerns of importance to the university. He explained that while we have not had a positive incident of the H1N1 “swine flu” virus, the university is and has been poised to respond to such an incident. The provost has requested that chairs ask faculty to create a plan to address alternative ways for course completion in the event that the university must close for a period of time. Such a plan should also be considered for future semesters when the university might face a health crisis.

Provost Williams addressed the 27 faculty searches authorized at the beginning of the 2008-09 academic year. Despite significant work by departments in the identification of highly qualified tenure-track faculty, these searches have been canceled. In a few instances some programs have been eligible to hire individuals for one year appointments. Departments in need should make requests for one year appointments if they face hardship due to inadequate faculty. It is possible to use a national database of eligible faculty appointments for one year positions. In some cases departments have been successful in this. The new retirement incentive plan will also present additional hardship for departments, and it is currently unknown which appointments will be allowed to hire for one year appointments and/or tenure-track appointments. Seventy-five percent of those retirement positions will be rehireable at the tenure-track level, but no timeline or parameters for this have been determined. The current twenty-seven lines

that are open, all of which were replacement positions, are vulnerable to elimination should the governor and/or legislature impose additional budget restrictions.

Dr. Williams explained that at present there is debate within Connecticut about the extent of the likely budget deficit for this fiscal year. At present the Governor indicates a 6-7 billion deficit, whereas the legislature projects a 9-10 billion deficit. We've lost 5% of our budget this year, another 4.7% for the upcoming academic year... the governor may also impose up to an additional 5% reduction in budget without legislative authority. This indicates a potential deficit of 15% total for the upcoming academic year. Such a deficit will likely include elimination of funding sources for tenure-track and/or one-year appointment positions. One likely possibility is to implement a lean spring semester schedule. Dr. Williams did explain that accommodation of graduating students would be a high priority for the revision to the spring schedule.

In general, Dr. Williams did explain that there will be a lot of vacant positions faculty and otherwise across campus. Therefore, the campus community will be required to consider how to ensure that critical functions are met.

Dr. Williams addressed the rumor regarding the elimination of all faculty reassigned time. He explained that this rumor is false – while some reassigned time will be eliminated, there will not be a complete elimination of all reassigned time. At present, \$1.2 million dollars are spent annually on reassigned time at SCSU. Calculations are based on adjunct pay. Some of this time is chair time which is contractual; some is research reassigned time, etc... What the Chair's Council is attempting to carefully define is what reassigned time is necessary, at minimum, to ensure the successful facilitation of university programs. Regarding Graduate Coordinator reassigned time; Dr. Williams explained that the elimination or reduction of coordinator reassigned time is being examined carefully. Programs with sizeable enrollments and those which require significant supervision will be awarded reassigned time. In other cases, the distribution of chair time might be incorporated into the assignment of credits for Graduate program supervision.

c. Chair of Graduate Council

Dr. Kenneth Florey

Dr. Florey thanked Dr. Williams regarding his openness about the budget crisis facing the university.

Dr. Florey announced an AAUP Leadership meeting on Friday –this Faculty Leadership Retreat is for the Graduate Council, the Faculty Senate, UCF. It will be held this Friday, May 8 from 9-1:30 at the Jewish Community Center of Greater New Haven on 360 Amity Road in Woodbridge. Coffee and Lunch will be provided. He explained that the Graduate Council may send 4-5 people. Dr. Florey will be attending, and would like to know if anyone would care to join him. Please let Linda Cunningham know at x25980 to register you for the event.

Standing Committees

a) *Academic Standards (ASC)*

Dr. Michael Perlin

A special information event/workshop will be held for programs scheduled for review by the ASC in 2009-2010. Upon request of a Graduate Council member, Dr. Perlin agreed to notify all programs about the ASC workshop.

Dr. Florey urged programs up for review to ensure they have a representative attend this event. He also reminded the Graduate Council that the ASC has created an excellent and informative handbook regarding program review and ASC evaluation.

Dr. Perlin requested that ASC members be recognized by the Graduate Council for their diligent work this past year.

b) *Curriculum Committee*

Dr. Ilene Crawford

The Curriculum Committee reviewed one program revision and thirty-one course proposals. The committee recommends the following: the minor program revision for ILS is recommended as presented; HIS 569 American Indian History is recommended as presented, HIS 564 Seminar in Early Modern Europe and HIS 568 Seminar in late Modern Europe are recommended with minor revisions; and WLL 581, 582, 590, 591, 592, 593, 594, 595, 597; ITA 523, 524, 525, 526, 528, 529; SPA 521, 528, 531, 533, 548, 560, 561, 562, 563, 564, 565, 566, 567 are recommended as presented [See attached document for list of titles for these WLL courses].

Dr. Crawford thanked the WLL program, particularly Dr. Elena Schmitt, for their accessibility and responsiveness to the evaluation and revision of these courses. She also thanked the entire Curriculum Committee for the hard work and effort they displayed this past year.

The Graduate Council gave unanimous approval of entire committee report.

c) *Procedures Committee:*

Dr. David Squires

No names were submitted for Graduate Faculty.

4. Old Business

None.

5. New Business

a) *ASC Graduate Program Review of Political Science*

Dr. Michael Perlin

Dr. Paul Best, Graduate Coordinator of the M.S. Political Science program, presented his report to the Graduate Council. He stated that the Political Science program was granted

“provisional continuance” by the Academic Standards Committee. He acknowledged their reports weakness in accessing alumni. He asked Graduate Council members to describe their success with accessing alumni. Several suggestions were made: create a Facebook.com space for master’s students, pass alumni list onto individual faculty who may have more updated contact information for alumni, implement program to monitor alumni annually to ensure access to alumni. Dr. Best next provided a summary of the Political Science program. He explained that while historically the program catered to educators, current students are much more likely to be from non-profit organizations, those seeking advancement in government positions, and retired persons seeking advanced understanding of politics and government. The program report revision scheduled for the fall semester is, at present, unclear in direction. This is due in large part to anticipated faculty retirements within the program. At present there are nine faculty, however, it is anticipated that the faculty number may be reduced to five. Dr. John Critzer will be taking over the M.S. Political Science program coordinator position. Dr. Best noted that the primary problem with the success of this graduate program is not with the faculty caliber or student achievement, but with inadequate advertising and promotion of this program. Dr. Florey announced that the ASC recommends “conditional approval” for the Political Science program. The Graduate Council gave unanimous approval of ASC recommendation.

b) *Elections*

Dr. Florey

Dr. Florey announced the final agenda item is the annual election for Graduate Council Executive Committee membership. The President, Vice-President, and Secretary of the council are the open positions. At present, only one executive committee member is available for re-election during the upcoming academic year and that is Jessica Kenty-Drane, the current secretary. The executive committee has recommended that these elections be postponed until the first meeting in September 2009. This is to accommodate the lack of clarity for many Graduate Council members regarding their department and university obligations due to fiscal and faculty constraints. Specifically, faculty should be allowed the opportunity to consider the impact of possible Graduate Coordinator elimination of reassigned time as well as the impending retirements for individual departments and programs. Dr. Florey requested that all Councilors consider running for the elected positions as well as those volunteer Graduate Council positions (i.e. chair of Curriculum Committee and chair of Procedures Committee). He is available to discuss the work of Graduate Council executive committee members. Dr. Paul Best made the motion to postpone the election of the Graduate Council elected leadership positions until September 2009. The Graduate Council unanimously approved this motion.

Dr. Florey highlighted the agenda items likely to be introduced/ addressed during the 2009-2010 academic year, including: new program proposal for the World Language program; the integration/ coordination of academic evaluation for undergraduate/ graduate programs; introduction and evaluation of online graduate education; alumni contact and assessment; and evaluation of Procedures Committee duties.

Dr. Florey noted that as outgoing chair of the Graduate Council, he is saddened to end his work with the many colleagues he's had the pleasure to meet during his two years as President of the Graduate Council. He indicated he will be happy to consult with the incoming President of the Graduate Council and Graduate Council members, although he does not intend to be a member of the Graduate Council next year.

Dr. Florey reminded Graduate Councilors to be aware of their expiring terms and to pass this information on to their department chairs to ensure the election of the upcoming academic year's Councilor.

The meeting was adjourned at 2:58 p.m.

Respectfully submitted,

Jessica L. Kenty-Drane
Secretary

Forthcoming World Languages and Literature (WLL) MA degree course proposals:

WLL 581 Introduction to Graduate Studies in Romance Languages
WLL 582 Culture of Expression
WLL 590 Writing the Thesis Proposal
WLL 591 Writing the Thesis
WLL 592 Special Project I
WLL 593 Special Project II
WLL 594 Comprehensive Exam Seminar I
WLL 595 Comprehensive Exam Seminar II
WLL 597 Romancing the Language: Comparative Development of Romance Languages

ITA 523 Faith, Fantasy, and Mankind
ITA 524 Ladies, Knights, Arms and Love: The Dawn of a New Age
ITA 525 Of Love, Dejection, and Rhapsody
ITA 526 Shifting the Center
ITA 528 Visions of Modernity
ITA 529 Refashioning Italy

SPA 521 The Picaresque Literary Tradition
SPA 528 Cervantes and the Birth of the Modern Narrative and Drama
SPA 531 Literature and Cinema in Latin America
SPA 533 Early Encounters: Culture and Literature of the Colonization of Latin America
SPA 548 Modernismo in Spanish America and Spain
SPA 560 Literature and Culture of Al Andalus
SPA 561 Women Healers, Messengers, and Intermediaries
SPA 562 Arts and Activism in Latin American Social Movements
SPA 563 Ghosts in Latin American Literary and Cultural Studies
SPA 564 Dictatorship and Performance in the Southern Cone
SPA 565 Caribbean Women's Historical Fictions
SPA 566 Literature of the Caribbean Diaspora
SPA 567 The Golden Age Spanish Theater: Text and Cultural Contexts