

Annual Meeting of the Graduate Council

Monday, March 12, 2001

Minutes

**Present**

Robert Axtell  
Nancy Boyles  
John Critzer  
Debra Emmelman  
Stephen Feldman  
Jerry Hauselt  
Norris Haynes  
Marianne Kennedy  
Susan Killon  
Teri Loughead  
Edward Lynch

Doris Marino  
Cynthia McDaniel  
Joel Meisel  
Vara Neverow  
Gwendolyn Nowlan  
John Nwangwu  
Mary Purdy  
Jaak Rakfeldt  
Diane Ronis  
James Thorson  
Victor Triolo

**Alternates Present**

Frank Sansone  
Steve Burian  
William Faraclas  
Mary Brown

**Absent**

Donald Cairns  
Patricia Major  
Lystra Richardson

**Officers**

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

**Visitors**

J. Philip Smith  
Sandra Holley  
Rodney Lane  
Roseann Diana  
Lorrie Verplaetse  
Dean Hetric  
Rosalyn Amenta  
Sandra Bulmer  
Mike Perlin

**Call to Order:**

The meeting was called to order by Chairperson Marianne Kennedy at 1:05 P.M. The minutes of the December 4, 2000 meeting were approved as published.

**Announcements:**

**Office of the Academic Vice-President**

**J. P. Smith**

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

1. **Ed.D.** The Board of Trustees has approved the doctorate, and it has been forwarded to the Board of Governors. The Board of Governors is waiting for legislative approval for the Ed.D. If the Ed.D. is approved, the primary issue for the Board of Governors will be whether the CSU system will offer one Ed.D. degree, two degrees (one at SCSU and one at CCSU), or a joint degree between the two campuses.

2. **Chancellor Cibes Newsletter to the Board of Trustees.** Chancellor Cibes' Newsletter to the Board of Trustees contained the following items of interest from the Governor. First, the Governor is in support of Ed.D. Second, the Capital Bond Expansion level of funding was extended, however, it is still under what we requested. Some building projects throughout the CSU system will need to be postponed to later dates. Negotiations on this issue are occurring. Third, the Governor announced a 7.2 million-dollar cut in appropriations for our operating costs this year and the same for next year. It was recommended that these monies be restored through our reserve funds. This is not an acceptable alternative for CSU and there are currently negotiations in the legislature to restore our operating cost appropriations.
3. **Hiring Freeze.** The state of Connecticut hiring freeze does not include Institutions of Higher Education, including all employee categories at SCSU. We are currently conducting searches and hiring faculty.
4. **Building Plans.** The Engleman Hall bids are still out and will be reviewed March 14, 2001.
5. **Undergraduate Commencement.** The Undergraduate Commencement will, most likely, be held at the New Haven Tennis Center due to the Engleman Hall construction preparation. The Graduate Commencement will be held in Lyman Center.

#### **Graduate School Dean**

**S. Holley**

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

1. **Commencement.** The Graduate School Commencement will be held on Thursday May 24, 2001 in Lyman Center for the Performing Arts. The theme of this year's commencement is "Commencement 2001: An Academic Odyssey." All members of the faculty are invited to participate. Academic regalia is required. Since there is limited seating on stage, department chairpersons will be asked to designate members of the faculty to represent the department on stage during the ceremony.
2. **Graduate Research Fellowship Competition.** Applications for the Graduate Research Fellowship for the 2001-2002 academic year will be available this week. The applications are due April 20, 2001 and undergo a peer review process. Research Fellows have a graduate faculty advisor and a librarian mentor, and an \$8,000.00 stipend per academic year. Graduate Fellows and faculty mentors attend a monthly seminar with the Graduate Dean.
3. **1<sup>st</sup> Annual Graduate Student Survey.** The 1<sup>st</sup> Annual Graduate Student Survey has been completed. The President, Academic Vice-President, and Academic Deans were provided with a copy of the full report. An executive summary was distributed to department chairs last week, along with comments specific to the department. Anyone who would like a copy of the full report is asked to please email Dean Holley. Dean Holley provided a summary of the survey responses.
4. **Graduate School Web Page.** The Graduate School web page is progressing nicely and will be completed by the end of the semester. The web page is linked to many other sites and, also, contains many of the forms used in the Graduate School. Dean Holley welcomes your comments and feedback.

5. **Graduate Student Open House.**The Graduate Open House will be held on Thursday April 19, 2001, from 3:00 P.M. to 7:00 P.M. in Lyman Center foyer. Widespread publicity concerning the event is occurring. The Graduate School web page has an invitation to the Graduate Open House and we have had hundreds of responses to date. Associate Dean Diana offered to promote the Open House to any potential students. Please contact her with lists of individuals to whom you would like publicity distributed.

### **Committee Reports**

#### **Procedures Committee:**

**V. Neverow and Jaak Rakfeldt**

The Procedures Committee Annual Report was given. The Annual Report included the duties and responsibilities of the committee, membership, and actions taken in regard to Graduate Faculty approval, elections, and the Graduate Council Rules of Order.

The Procedures Committee recommended the following individuals for the Graduate Faculty:

- Arlene Bielefield, M.L.S., J.D., Associate Professor, Dept. of Library Science/Instructional Technology
- Richard Lucas, Ph.D., Professor, Dept. of Communication/Library Science
- Jeff Mock, MFA, Assistant Professor, Dept. of English
- William Sherman, Ph.D., Assistant Professor, Dept. of Psychology
- Louise Spear-Swerling, Ph.D., Professor, Dept. of Special Education and Reading

Approved unanimously.

#### **Curriculum Committee:**

**S. Feldman**

The Curriculum Committee Annual Report was given. The duties and responsibilities of the Curriculum Committee are to review and make recommendations regarding approval of new and revised Graduate Programs and Graduate Courses at SCSU. The Annual Report included a delineation of program revisions approved and new graduate courses approved during the fall 2000 semester.

**Course Review.** The curriculum committee reviewed five courses this month:

- ISL 671, Integrating the Oral Tradition into the Elementary Curriculum- recommended approval. Vote carried unanimously.
- PSC 580, Global Politics and Policy- recommended approval. Vote carried unanimously.
- ANT 523/WMS 523, Anthropological Perspectives of Gender - recommended approval with minor revision. Vote carried unanimously.
- SOC/ ANT/WMS 529, Race, Class and Gender - recommended approval with minor revision. Vote carried unanimously.
- SHE 505, School Health Education Foundations - recommended approval with a minor revision in title. Vote carried unanimously.

#### **Academic Standards Committee:**

**J. Hauselt**

The Academic Standards Committee Annual Report was given. The Annual Report included the composition and duties of the committee, summary of procedures, and summary of actions taken in regard to Graduate Program reviews.

### **Graduate Program Review**

- The Graduate Programs in French, Italian, Romance Languages, and Spanish were considered.

Dean Hetric presented the programs in Foreign Languages. The Academic Standards Committee recommended Continuing Approval of the Graduate Programs in French, Italian, Romance Languages, and Spanish. Vote carried unanimously.

- The Graduate Programs in TESOL/ Bilingual Education were considered.

Lorrie Verplaetse presented the programs in TESOL/ Bilingual Education. The Academic Standards Committee recommended Continuing Approval of the Graduate Programs in TESOL/ Bilingual Education. Vote carried unanimously.

- The Graduate Program in Public Health was considered.

Mike Perlin presented the program in Public Health. The Academic Standards Committee recommended Continuing Approval of the Graduate Program in Public Health. Vote carried unanimously

### **Chairperson of the Graduate Council**

**M. Kennedy**

Chairperson Kennedy thanked all committee members for their input and hard work.

### **Old Business**

1. **Graduate Council Rules of Order - V. Neverow.** The Graduate Council Rules of Order revisions to the document approved by the Council in May 2000 were presented. These revisions suggested by the Senate Rules Committee were primarily to make the Graduate Council more open. Discussion ensued. The newly revised Graduate Council Rules of Order were accepted unanimously. The Rules of Order will now go back to the Faculty Senate for approval and then to the President.

### **New Business**

#### **Chairperson of the Graduate Council**

**M. Kennedy**

1. **Annual Productivity Report.** The Annual Graduate Semester Hour Productivity Report was reviewed, and is used to determine the assignment of Graduate Councilors per academic school per year. The secretary to the Graduate Council will communicate with the academic deans concerning councilor terms and the election of new councilors.

2. **Thesis Guidelines.** The Thesis Proposal Guidelines and Completion Guidelines state that the thesis advisor must be a member of the Graduate Faculty. This issue has become problematic for some departments. In particular, the History Department is objecting to this stipulation and asserts that, per the AAUP contract, the department should make the decision as to who should be the thesis advisor. A letter from Bruce Kalk, Chairperson of the History Department stating his objections, along with the AAUP Collective Bargaining Articles 5.17 and 5.17.2, and a description

of the thesis advisor were distributed to councilors for consideration. This issue will be placed on the agenda for the April Graduate Council meeting.

**Adjournment:**

The meeting was adjourned at 3:01 P.M.

Respectfully submitted,  
Teri Olisky Loughead, Secretary