

Meeting of the Graduate Council May 3, 2004

Minutes

Present

Councilors: Steve Burian, Gerry Lesley, Ken Florey, Deane Hetric, Alan Friedlander, Patricia Olney, Kristine Anthis, Kathleen Skoczen, James Thorson, Hrvoje Podnar, Yan Liu, Han Joon Kim, Wendy Nowlan, Joy Fopiano, Norris Haynes, Beena Achhpal, Katherine Corbett, Jin Jin Yang, Beth Taylor Roscow, George Olshin, Cathryn Magno, Marianne Kennedy, Mary Purdy, Susan Killion, Jean Breny Bontempi, Joe Panza, Elayne Haymes, Barbara Worden

Guests/Observers: President Cheryl Norton, Lisa Galvin, Roseann Diana, June Cheng, Elaine Bennett, Nick Beatty, Sandra Holley, John Critzer, Doris Marino, Bob Axtell

1. Call to Order

Chairperson Susan Killion called the meeting to order at 1:12 pm.

2. Disposition of Minutes

A motion to approve the minutes of April 5, 2004 was made, seconded, and approved by the Council.

3. Announcements

a. Office of the Academic Vice-President

Ellen Beatty

Interim VP Beatty had no remarks but introduced President Cheryl Norton, who gave a brief welcome message to the Council.

b. Office of the Dean of Graduate Studies

Sandra Holley

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

1. Dean Holley introduced Interim Vice President for Student and University Affairs Rich Farricielli who addressed the Council on issues and policies relating to disruptive students.

Interim VP Farricielli defined disruptive behavior as including both verbal and non-verbal disruptions that occur during class and continue after the student has been asked by the professor to cease the behavior. In the case of a disruptive student, faculty should inform the Dean of Student Affairs, the Department Chairperson, and the Academic Dean in writing that a warning has been issued to a student. In the case of immediate danger, faculty should contact campus police. These guidelines are detailed in the SCSU Policy for Dealing with Disruptive Students. Interim VP Farricielli urged faculty to include explicit guidelines regarding disruptive students on their syllabus and to set clear boundaries in the classroom. Each case brought to Student Affairs is dealt with following a set procedure and will be attended to as quickly as possible. The University has a zero tolerance policy for classroom disruptions.

2. The Graduate School Open House was very successful with approximately 450 students in attendance. Dean Holley thanked all who were involved with the event and announced that there will be an Open House in the Fall, 2004, semester.
3. The 6th Annual Graduate Research Symposium will be held on Thursday May 6th from 1-4 pm in EN 120A. Dean Holley urged all to attend.
4. The 6th annual Graduate Commencement will be held on May 27th. There will, again, be two ceremonies one at 2:00 pm, for the schools of Arts & Sciences, Business, and Health and Human Services and one at 7:00 pm for the school of Communication, Information and Library Science and the School of Education.
5. Dean Holley invited Dr. Frank Sansone, chairperson of the IRB, to present a brief report of the Board's work.
 - a. Dr. Sansone reported that the Board received 537 protocols this year with 3 full board reviews. He stated that the Board is working to create a culture of compliance on campus and to provide oversight for human subjects research.
6. Dean Holley expressed appreciation to Council members and to the Executive Committee of the Graduate Council.

Chairperson Announcements

Any Councilors who will be passing on their responsibilities to a colleague should give their Graduate Council notebooks to the incoming Councilor.

4. Reports

a. Academic Standards

Gerald Lesley

1. Educational Foundations and Political Science reports will be presented later in the meeting.
2. There was discussion of the viability standard of only three full-time tenure-track faculty in Department of Environmental Education/ Science Education. Proposed new language for criteria for viability was presented in order to temporarily support programs with only 3 full-time tenure track faculty lines. These changes are supported by the Academic Standards committee.
3. Annual Report of AS Committee was presented and adopted by Council. Three programs: Political Science, Environmental Education/ Science Education, and Educational Foundations are pending Council action at this meeting. Next year, the Committee will review guidelines and documents pertaining to the duties of the committee to strengthen future program assessments.

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b. Procedures

Joy Fopiano

1. Annual Report of Procedures Committee was presented and adopted by Council. This year the Committee reviewed 15 applications of nominations to the Graduate Faculty. Fourteen were approved and one is being tabled pending changes to the Rules of Order. These changes include

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having documentation that supports faculty members' involvement in the graduate program. The Committee also worked all year on revisions to the Rules of Order, which will be distributed to all Council members next year, and then to Faculty Senate for approval. The Committee will also consider writing an attendance policy for Graduate Council. The Revised Rules of Order have been approved by the Procedures Committee. The GC policy might be similar to the Faculty Senate attendance policy.

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c. Curriculum

Mary Purdy

1. A recommendation by the Curriculum Committee to approve the following courses was approved by the Council: CSC 541 Image Processing and MBA 528 Real Estate Decision Making for Business.
2. MBA 520: Women's Multidisciplinary Entrepreneurship and SED 518, EDU 544, EDF 563, URB 563: Best Practices in Urban Education were tabled until the Fall.
3. Revisions were made to the General Requirements for a Dual Degree Program and were approved by the Council. Mary Purdy reminded Councilors that any new courses must be approved by Curriculum Committee before they can appear in the Graduate Catalog.
4. Annual Report of Curriculum Committee was presented and adopted by Council. Twenty five courses were approved this year.

5. Old Business

1. Graduate Program Action – Environmental Education/ Science Education. Gerry Lesley reported that the Academic Standards Committee recommends continuing approval for both programs. The recommendation was approved by the Council.

6. New Business

a. Graduate Program Review

Educational Foundations. In accordance with "Procedures for Graduate Program Evaluations" (1999), the recommendation of the Academic Standards Committee, to deny continuing approval of the Educational Foundations graduate program due to non-submission of a Five Year Program Review report in April 2004, was approved unanimously by the Council. As a result of this action, a recommendation is made to remove the program from the subsequent graduate catalog. The EDF graduate program had previously received conditional approval in April, 2003 and had a year to provide a revised report. A Five Year Program Review report was also not submitted in April 2003.

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There was discussion and concern about support needed to be given to this program and what the future of the program might be now that it has been denied continuing approval. Chairperson Killion reminded Councilors that the process for this program is that even after receiving a recommendation to deny continuing approval, the program has one year to meet Graduate Council criteria. If at that time the program is still not in compliance and are again denied, a recommendation will be made that the program not be allowed to accept new students. The EDF program would then have the option to submit a proposal as a new program. All of these actions

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by the Graduate Council and recommendation are forwarded to the Dean of the School of Graduate Studies, the Dean of the Academic School, and to the Academic Vice President. A report of the action of these three parties, as based on Graduate Council recommendations, is requested within four academic weeks, or the next Graduate Council meeting. Comments were made by Interim Dean Jim Granfield regarding the changes being made internally and that there is a plan to continue the EDF graduate program under direction by Dr. Henry Hein.

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b. Graduate Program Review

Political Science. The program report from the Department of Political Science was presented by Dr. Patricia Olney. The program graduates an average of 8 students per year and has increased over time. The program targets both practitioners and researchers. Plans for next year include: to develop a web page, create a student handbook, and to develop a core of graduate-only courses.

The recommendation of the Academic Standards Committee for conditional approval of the Political Science graduate program was approved unanimously by the Council.

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c. Election of Officers

Joy Fopiano made a motion for Graduate Council officers for 2004-2005 and they are: Chairperson – Susan Killion, Vice Chair - Gerry Lesley, Secretary – Ken Florey. The motion carried.

7. Adjournment

Chairperson Killion adjourned the meeting at 3:00 pm.

Respectfully submitted,
Jean M. Breny Bontempi, Secretary