

## Graduate Studies Meeting October 28, 2010 Minutes

Next Meeting Dec. 2 at 2:30 in Marcus White Living Room

Attendees: P. Lemma, S. Seider, (Teacher Ed) E. Retelle (Educational Leadership), G. Fitzgerald (Communication, Assistant to the Dean), B. Emiliani (Mft & Mgmt), E. Leonidas (English), D. Joseph (GSA), E. Lee (TESOL), M. Bednarski (Physics), S. Cox (Criminology), K. Kostelis (PEHP), G. Mejia (Modern Languages), J. Krans (Biology), O. Perdomo (Mathematics), C. Andreoletti (Psychology), D. Adams (Philosophy), W. Nelson (Special Education), M. Davis (BMS), R. Benefield (Geography), R. Cohen (Counseling and FT), R. Siporin (Art), C. Parr (Music), E. Demos (Reading)

### Welcome Dr. Sue Seider

- Minutes from September 23, 2010 approved and accepted.
- Reminder about the Graduate Forum November 11: Constitution Room 12:30 pm. Graduate Studies typically expects two people from each program. Dean Lemma will send agenda in the next week. GSA members also are invited to Forum. Please notify Dean how many will attend for lunch count.

### Notes from Dean Paulette Lemma

1. Graduate Open House-Thanks to everyone who participated. There was a decline of 159 attendees from the 2010 Fall Open House; 235 students attended Fall 2010; 394 attended in 2009. SCSU and WCSU also showed a decline in attendance in their open houses from 2009-2010. There had been a steady increase in attendance; not sure why there was a decrease in attendance this fall.
2. All departments need to submit their decisions about student acceptance to the Grad Studies office as soon as possible since the end of fall semester will soon be upon us. Letters need to be sent to incoming students; registration depends upon the acceptances.
3. Spring applicants to Graduate programs: Part Time: 138 applied for Spring 2011; 37 so far have been accepted compared to Spring 2010 when 224 applied; 70 students were accepted within the same time period. Part time applications have decreased compared to Full time applications which have increased over the last couple of years. For spring 2010, 130 applied; 43 students were accepted. For 2011, 150 applied and 51 students have been accepted within the same time period. Please note that departments may receive some applications in the next couple of weeks; please review them, make a decision, and return them to the Dean's office as soon as possible. Dr. Lemma will send out updates regarding student applications and acceptances to departments before Thanksgiving and until to the end of the term.
4. Update on Spring-On-Ground Orientation: November 30, 2010, 5:00 p.m. in the Constitution Room, Memorial Hall; Snow Date: December 2 in Vance 105 at 5:00. There is a notice on the Graduate Studies website regarding the Grad. Orientation. All students received an email from the Grad Studies office to register for the orientation; they were also sent a post card. They are being asked to RSVP. Information about the number of students attending the orientation will be sent to individual programs.

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Faculty from each department should attend the orientation if students from the department are attending. The goal is for faculty to guide students in advising and registering for courses. Faculty should arrive by 5:45. If a student was accepted conditionally, departments will have the letter so they can advise the student. If any departments have orientations, please direct the student to this orientation. G. Fitzgerald described other activities that would occur at orientation.

5. Thesis Handbook – The Thesis Handbook was sent out to GSC members. If any department has any changes, please send to Dean Lemma ASAP; the thesis handbook will be sent to printer during the week of November 1.
  6. Registration for classes starts on November 8, 2011. If students do not have a planned program, students must use an alternate pin. Secretary and chair should have alternate pin numbers. Please encourage students to meet with advisor and plan their programs at the same time.
  7. Some faculty are notifying the registrar when they grant an extension of an incomplete grade to students. Dr. Lemma asked faculty to ask her first since she can check the students' programs to determine if there are other issues that need to be attended to. The registrar's office does not have information related to grades or how long the student has been enrolled in the program.
  8. Dean Lemma has not sent the information about number of students in each department, but plans on having this done within the next few weeks.
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### Committee Reports

- Scholarship: Dr. Oscar Perdomo (Chair); Members: Drs. M. Voight, R. Siporin, H. Wang;  
Note: Recommendations of departments for *GRADUATE ACADEMIC AWARDS* and *OUTSTANDING SCHOLAR AWARDS* must be received by Dean of Graduate Studies NO LATER than October 29 (Fri.). Please send earlier if possible. Meeting will be set up today.

Policy: Dr. Mike Davis (Chair); Members: Drs. E. Demos, L. Zidani-Eroglu, E. Retelle, S. Seider, G. Fitzgerald. Committee decided not to bring the issue/a discussion about admissions appeal with low GPA (lower than 2.40) because of courses taken at any university. Met but did not send anything forward. Dr. Lemma asked for feedback from GSC members. Several members shared and supported differing opinions. Meeting next week on November 4<sup>th</sup> 2:30 will continue to discuss issue.

Appeals: Dr. Marsha Bednarski (Chair); Members: Drs. James DeLaura, Maxine Howell, Ralph Cohen. Nothing to report.

GSA: Ms. Daphney Joseph-two updates. 1. October 21st had first GSA Society lunch series; GSA invited the Student Affairs person from University of Hartford to talk with students. The GSA will support other societies who wish to do the same by paying for food. 2. Last GSA meeting of the semester is Dec. 7 and will be the last meeting that the Graduate Student Association will look at graduate society budget requests. Will not be accepting graduate society requests after this meeting. Go to GSA website to find and download applications. 3. There are research and professional development scholarships for Graduate Students. GSA does offer and provide scholarships to Graduate students for research locally, nationally, and abroad.

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Curriculum: Dr. Carlotta Parr (Chair); Members: Drs. Shelly Jones (Math), Eric Leonidas (English), William R. Nelson (Special Education); M. Gadalla; Paulette Lemma (Dean), Glynis Fitzgerald (Dean's Assistant), Don Adams (Chair, Curriculum Committee), Susan Seider (Chair, Graduate Studies Committee);

- PLEASE REMEMBER: Curriculum sheets need to be signed by the Dean, Graduate Studies in order to be considered.

*The next meeting of the Curriculum committee is scheduled for Thursday Nov. 18 at 2:30 in Blue & White Room, Student Center. Report from Curriculum Committee- vote from membership--Dr. Parr*

Construction Management				
Graduate Course Revision	Tabled	<a href="#">CM 455</a>	Construction Project Management	[TECH] [GS]
International Studies				
Graduate Course Addition	Tabled	<a href="#">IS 420</a>	Government and Politics of Latin America,	[AS] [GE] [GS]
Graduate Course Addition	Tabled	<a href="#">IS 421</a>	Government and Politics of Africa	[AS] [GE] [GS]

*All changes approved.*

I. Old Business

- A. The committee tabled action on the course addition of CM 615: Advanced Construction Law in Manufacturing and Construction since there were no departmental representatives present at meeting.

II. New Business:

Four courses were **tabled due to lack of department representation at meeting. Those tabled** were: course **revision** of CM 615 **Advanced Construction Law**, CM 455-**Construction Project Management**; and course **additions**: IS 420-**Government and Politics of Latin America**, and IS 421-**Government and Politics of Africa**.

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B. The committee **approved** the following **course and program revision as amended**.

1. The committee **approved as revised** the **course addition** for MFT 592: School-Based Family Counseling in the **Marriage and Family Therapy Department**.

The revised course description is as follows:

*MFT 592 MFT practice and intervention in public schools, school-based systems theory, learning theory, state and federal education laws pertaining to the health and education of children, and statutory requirements for mandated reporting, suspensions/expulsions, and school/district accountability; strategies for communicating and collaborating with families about students' progress; school-based ethics, and policies and procedures governing special and general ed. services for collaboration, referral, and placement.*

2. The committee **approved as revised** the **program revision titles** for all three strands of the **MASTER OF SCIENCE PROGRAM** in the **Special Education Department** (William R. Nelson, Representative). The revised program titles are as follows.
  - a. MASTER OF SCIENCE PROGRAM—  
STRAND A: FOR STUDENTS NOT SEEKING CROSS ENDORSEMENT IN SPECIAL EDUCATION WITH CERTIFICATION IN OTHER AREAS OF EDUCATION
  - b. MASTER OF SCIENCE PROGRAM—  
STRAND B: FOR STUDENTS SEEKING CROSS ENDORSEMENT IN SPECIAL EDUCATION
  - c. MASTER OF SCIENCE PROGRAM—  
STRAND C: FOR STUDENTS ALREADY CERTIFIED IN SPECIAL EDUCATION

<b>Marriage and Family Therapy</b>				MFT 592	
<b>4</b>	Graduate Course Addition	<b>Approved as Amended</b>	<a href="#">MFT 592</a>	School-Based Family Counseling	[SEPS] [GS] [AS]
<b>Special Education</b>					
<b>5</b>	Graduate Program Revision	<b>Approved as Amended</b>		<a href="#">MASTER OF SCIENCE IN SPECIAL EDUCATION FOR STUDENTS ALREADY CERTIFIED IN SPECIAL EDUCATION (STRAND C)</a>	[SEPS] [GS]