

# MINUTES

## Graduate Studies Meeting

February 24, 2011 ----- 2:30 p.m. Marcus White Living Room

**Attendees:** S. Seider (Teacher Ed), R. Cohen (MFT), D. Adams (Philosophy), R. Rollin (Biology), J. Krans (Biology), R. Casella (Teacher Ed), C. Andreoletti (Psychology), K. Kostelis (Physical Education), M. Davis (BMS), E. Demos (RDG), A. Hyman Gregory (Criminology), L. Williams (History), W. Nelson (Special Ed), O. Perdomo (Mathematics), R. Benfield (Geography), P. Resetarits (Manufacturing & Construction Mgt), B. Panoutsopoulos (Comp Tech), M. Bednarski (Physics Earth Science), E. Leonidas (English), S. Slage (Library), G. Meiji (Modern Lang), P. Lemma (Dean, GS).

### Welcome

Susan Seider, Chair

### Review of Minutes

Motion: M. Bednarski; Second: R. Casella; Motion passed.

### Dean Lemma's Comments:

1. May 10, 2011 Graduate Research and Creative Presentation Day. Dr. Lemma instructed members regarding procedures for students who will be participating. There are two submission dates listed, one for the application and the other for the abstract. Dr. Lemma will be making a booklet of the abstracts. Students need to be present at 4:00pm.
2. Open House Thursday March 10, 2011 from 4:00pm-7:00pm. Dr. Lemma has requested members to encourage department faculty to sign up. A sign-up sheet was distributed.
3. Academic Award/ Outstanding Scholar Award Reception- Tonight- 3 Outstanding Scholars, 18 Academic Award recipients will be present to be recognized by their faculty. Other awards will be held in the Graduate Studies office for pick-up by students who cannot attend.
4. Enrollment Freeze Numbers- Did not make target numbers (FT target- 561; actual- 554; PT target- 1960; actual-1806). Dr. Lemma discussed possible factors and described the current process and the changes in admissions/enrollment.

5. Graduate Orientation- Dr. Lemma reported on issues constraining a fall orientation in the summer for students admitted for summer/fall 2011. Dr. Lemma is proposing a date of June 28 to hold an orientation for fall admissions and posed a question regarding availability of faculty. A show of hands indicated that most faculty would be available on that date. Dr. Lemma requested that members poll their department faculty as to their availability on this date.
6. Holds on non-matriculated students registrations after 9 credits- Dr. Lemma described her procedure to control the ability for non-matriculated students to take courses without being admitted to a program. She asked that departments not overrule the dean's hold; students should speak with her.

### **Committee Reports**

#### Scholarship-

Dr. Oscar Perdomo reported on Graduate Studies Association Scholarship and Community Scholar Awards- These are listed on the Graduate Studies website.

#### Appeals-

Dr. Marsha Bednarski- no business to report

#### Policy

Dr. Mike Davis described Geography Department revision of admission policy to increase the department's ability to determine suitability and appropriateness of students admitted into the program. Admission criteria were changed to increase the minimum GPA, require an essay and to require the completion of a pre-admission content assessment. Dr. Lemma made a correction to add "selected" in front of "Specialization."

- 1) A 3.00 GPA with the understanding that a student may be considered for Conditional Admission with an undergraduate GPA of 2.40 to 2.99
- 2) An Academic Autobiography/Statement of Purpose, of approximately 1000 words, describing the student's interest in graduate study of geography at CCSU, and the role the degree will play in his/her current and future career. The writing is expected to demonstrate skills adequate for coursework at the graduate level. This essay must be submitted directly to the Geography Department Chair.
- 3) A twenty question assessment of the student's geographic knowledge, To take this online assessment, applicants should contact the Geography Department Chair for further details.

Motion- C. Parr; Second- C. Andreoletti; Passed- Unanimously

### Library

Susan Slaga reported that over 30 students attended the Thesis/Special Project Workshop held in the library and-presented by Dr. Lemma and Susan Slaga. GSA hosted the workshop.

### Curriculum Committee

Dr. Carlotta Parr- **Old Business**

HIST 445 & HIST 446- Motion- C. Andreoletti, Second- E. Leonidas, Passed  
HIST 452 & MA Program revision- Motion-O. Perdomo; Second- R. Casella,  
Passed

Biology Program Description change- Motion- C. Andreoletti, Second- E.  
Leonidas; Passed

- Course edition

BMS 540- Change credits **to "1 to 4"**; Motion- E. Demos, Second- J. Krans;  
Passed

A question was raised by C. Andreoletti about graduate students taking undergraduate courses to raise their GPA to avoid or be removed from academic probation. The issue of not allowing this in the future is being explored by the dean first with the Registrar. If it possible from a Banner perspective, the issue will be brought to the GSC policy committee and then forwarded to GSC.

Adjourned 3:15pm Motion-C. Parr; Second- C. Andreoletti