

**Graduate Council**  
**March 10, 2011 Meeting Minutes**

Dean Perry called meeting to order at 10:06 a.m.

Present: Provost Beth Barnett, Cynthia Brennan, Kathleen Burke, Lew Chakrin, Brian Chinni (Recorder), Eric Daffron, Julian Gomez, Julie Norflus-Goode; Bernard Langer, Jim Morely (guest – FA President), Hassan Nejad, Anthony Padavano, Steve Perry, Emma Rainforth, Christopher Romano, Sam Rosenberg, Anita Stellenwerf, and Ashwani Vasishth

Dean Perry opened meeting at 10:06 a.m., introduced the meeting agenda and distributed copies of related documents for individual and collective review. The meeting topics included:

- Graduate Recruitment Plan and Enrollment Projections (Chris Romano)
  - Graduate Education Standards and Procedures Manual - final edits and collective examination/revision of specific excerpts (Eric Daffron; all GC members);
  - Graduate Education/Program Mission Statement – review and collective examination (Hassan Nejad and sub-committee); and
  - Graduate Program Participation in Honor’s Convocation
1. Steve Perry introduced Provost Barnett; the Provost spoke briefly, providing an update and explaining that her office is moving forward with a Graduate Program Director’s Job Description.
  2. Steve Perry introduced next agenda item – Graduate Recruitment Plan and Enrollment Projections. Steve introduced Chris Romano to the Council. Chris distributed projection information and offered a detailed explanation as to how the data were specifically determined (i.e., calculations of projection rates, FTE status, etc.). He indicated that all programs demonstrate a decline in enrollment and, therefore, the Recruitment Plan is designed to ensure increase in enrollment. Chris referred the Council to the Graduate Recruitment Plan document, and provided a detailed explanation of the action plan and related activities. Beth expressed that there will essentially be a business model in alignment to each program. Discussion ensued; Chris addressed all questions.
  3. Steve Perry introduced the next agenda item, that which addresses the concern of 400 and 500 level courses on transcripts. Kathy Burke explained the challenge she faces regarding students progressing from RN to MSN, specifically in regards to addressing the issue of undergraduate level students enrolling in - and – successfully completing graduate level courses. A discussion ensued. Steve recommended that a sub-committee of the Council be established to support the resolution of this issue. Kathy, Cynthia, VP Eric Daffron, and Anthony volunteered to serve on this sub-committee.

4. Steve Perry introduced the next agenda item – Graduate Education Standards and Procedures Manual - final edits and collective examination. Steve introduced VP Eric Daffron to lead the Council through the sub-committees recommended revisions. Eric addressed all revision items in detail and with explanation. All items that were not resolved - specifically IP status and related time limits – will be further examined, refined and addressed for decision at next GC meeting in April.
5. Steve Perry introduced the next agenda item – Graduate Education/Program Mission DRAFT. Steve introduced Hassan and the sub-committee members responsible for the draft statement. Hassan led the Council through the document. Discussion ensued, specifically that which addressed refinement of language of document. Jim Morely, Faculty Assembly President, was introduced by Steve. Jim expressed his concerns regarding the need to take into consideration the fact that there is a “significant portion of faculty that is hostile to graduate programs” and, therefore, the Council needs to “tread lightly.” Further discussion ensued regarding refinement of language. Chris Romano led this discussion. Steve recommended that the sub-committee revisit and apply the feedback gathered during today’s discussion. Kathy Burke and Lew Chakrin were added to the sub-committee.
6. Steve Perry introduced the next agenda item – Graduate Program Participation in Honor’s Convocation. Discussion ensued regarding this question. Bernard Langer motioned to recommend that Honor’s Convocation recognize undergraduate achievement (only). The Council agreed.
7. At 11:40 a.m., Steve Perry motioned to adjourn the meeting. He announced that the next GC meeting is scheduled for April 14, 2011.

The next Graduate Council meeting is scheduled for April 14, 2011.

Minutes submitted by Dr. Brian P. Chinni