

**GRADUATE COUNCIL MEETING**  
**September 11, 2014**  
**York Room**

**Attendees:** Attendees: Kathy Burke, Lew Chakrin, Brian Chinni (Chairman), Eric Daffron, Michele Dunn, Janet Furness, Julie Good, Danielle Graziani, Tim Landers (Secretary), Anthony Padovano, Steven Perry, Emma Rainforth, Thierry Rakotobe-Joel, Steve Rice, Chris Romano, Sam Rosenberg, Rich Russo, Eddie Saiff, Liz Siecke and Ashwani Vasisht.

Chairman Chinni opened the meeting at 10:01 a.m. and welcomed everyone to the first meeting of the new academic year. Before proceeding with the agenda Chairman Chinni called for a moment of silence in honor of all those who lost their lives in the 9/11 tragedy.

Chinni introduced the following agenda:

- Approval of the 5/8/14 Minutes
- Graduate Student Files (M. Dunn)
- MBA Appeal (T. Landers)
- Update: Graduate Program Approvals (E. Daffron)

After reviewing the May 8<sup>th</sup> minutes, E. Saiff moved that they be approved as submitted; the motion was seconded by S. Rosenberg and unanimously approved.

The Council welcomed its newest members:

- Janet Furness, Assistant Dean/Director of Social Work
- Danielle Graziani, Graduate Admissions Counselor
- Thierry Rakotobe-Joel, ASB management Professor, ARC Chairman

M. Dunn reviewed the new graduate student retention policy that was emailed to all Program Directors in August. The Office of Adult and Graduate Admissions will no longer send new graduate students files to the Program Director's office. Instead, these files will be forwarded to the Office of the Registrar, the official custodian of records. The Registrar is responsible for ensuring the accuracy and security of all official student files. Program Directors, or a member of their staff, may copy documents contained in these files as they relate to advisement for these students, but the official academic file must be housed in the Office of the Registrar. Dunn asked that any files for current or former students be forwarded to the Office of the Registrar where they will be reviewed and stored.

T. Landers outlined the issues surrounding the academic dismissal appeal by a second-year MBA student whose cumulative GPA remained under 3.0 after two terms on Academic Probation. Landers said the student was fully aware of the challenge ahead and had demonstrated his commitment to the program by completing an independent study during the summer. He recommended the student be permitted to remain in the program as long as he continues to achieve the minimum grades required to restore his cumulative GPA and academic status over the remaining three terms.

Landers reminded the Council that four MBA students had previously received the Council's approval to remain enrolled after failing to restore their GPA in the prescribed time. Two of those students graduated in the spring and the others have shown steady progress towards returning to Good Academic Standing.

A lengthy discussion followed regarding the student's past and future performance as well as the Council's role in overseeing academic integrity. E. Daffron expressed concern over the creation of a de facto category of "perpetual" probation. Some members felt it was appropriate for the Program Director to have greater discretion to decide these matters. S. Rice suggested the Committee on Academic Standards and Procedures (CASP) might be a better alternative to evaluate future graduate appeals. With only a week between MBA terms, resolving these matters quickly becomes a logistical challenge for the Council. In the absence of any policy changes, and in order to expedite the review process, the Council agreed to deliberate electronically whenever necessary.

Based on the Council's input, Landers amended his recommendation and moved that the student be permitted to remain on Continued Academic Probation for the fall term, during which time he must earn a minimum term GPA of 3.5 and cumulative GPA of 2.8. A failure to do so will result in his immediate dismissal with the right to appeal. If the student achieves the minimum marks, he must still appeal in writing to the Council prior to its November 13<sup>th</sup> meeting, requesting to remain on Continued Academic Probation for the winter term. The motion was approved with two members opposed and two abstentions.

Chairman Chinni noted that student appeal cases have consumed a considerable amount of the Committee's time and suggested the formation of a subcommittee to explore possible changes to the policy as well as the Council's role. R. Russo, K. Burke, J. Good and A. Vasisht volunteered to evaluate the issue and make a recommendation to the Council at its next meeting.

E. Daffron reported that the NJ Academic Issues Committee at its September 5<sup>th</sup> meeting recommended that Ramapo's MSW program as well as the College's proposed mission change from bachelor's granting to master's granting be presented to the NJ President's Council for approval. The President's Council decision is the final hurdle, which E. Daffron expects to follow shortly.

#### Other Business:

- C. Romano announced that the freeze date for graduate programs is Wednesday, Sept. 17<sup>th</sup>.
- T. Rakotobe-Joel announced the Oct. 15<sup>th</sup> ARC deadline for changes to the 2015/2016 AY catalogue.
- E. Daffron asked the Deans/Directors to submit 4+1 master's program scenarios for discussion at our next meeting.
- E. Saiff encouraged everyone to attend the graduate networking event on Sept. 22<sup>nd</sup>.

The meeting adjourned at 11:25 a.m.

Minutes submitted by Tim Landers