

**Graduate Academic Council
2003 – 2004**

Minutes of the Council meeting of September 11, 2003
Approved by the Council on October 9, 2003

In attendance: A. Pomerantz, A. Ticano, C. Smith, F. Cornet, H. Charalambous (Chair), H. Meyer, J. Mumpower & L.-A. McNutt, M. Casserly, R. Geer, S. Friedman, S. Chen & J. Bartow (staff)

Unable to attend: L. Trubitt & S. Shahedipour

1. Minutes from the meeting of 5/8/03 were unanimously approved without amendment.
2. Dean's Report – J. Mumpower
 - Dean Mumpower drew attention to the importance of the governance work of the Council and its committees, citing numerous accomplishments over the past few years in the areas of graduate policy, procedures and the review & approval of new and/or amended graduate programs. He thanked the Council for these efforts and encouraged the members to keep up the good work in the year ahead.
 - The Dean provided an update on campus efforts to implement SEVIS, the U.S. Bureau of Immigration and Customs Enforcement's Student and Exchange Visitor Information System. He indicated the University is in reasonably good shape in these efforts compared to many other institutions nation-wide. However, he did indicate the federal compliance requirements do amount to a significant strain on campus resources as another unfunded mandate. A new international student fee to help defray such costs has been approved and implemented.
 - Dean Mumpower distributed a campus enrollment bulletin reflecting student enrollment numbers as of 9/11/03. The total graduate enrollment of 5,056 students as of 9/11/03 reflects an attainment of 94.1% of planned/projected graduate students for the semester. Slightly less than a week remains for late registration activity and there is hope that the numbers will continue to escalate.
 - Finally, the Dean reported on the unfortunate impact of the SUNY tuition hike of the pool of funds established for graduate tuition scholarships. There has been no corresponding increase in the SUNY/State allocation of funds for such scholarships. The University has seen fit to honor all credit-based commitments for such scholarships out of the campus financial plan for this academic year (only). This commitment will amount to an approximate drain against the financial plan of \$2.5 million.
3. Chair's Report – H. Charalambous
 - Professor Charalambous distributed a draft of the proposed By-Law changes pertaining to the GAC. This document was reviewed by the 2002-03 GAC and the new 2003-04 Council may wish to discuss it as well. She asked that members review the draft in preparation for discussion at the next GAC meeting.
 - Chair Charalambous also distributed to Council members, for informational purposes, the Senate Guidelines for operation of standing committees.
 - The Chair described her role to run the GAC and report on GAC business to the University Senate.

- An additional handout from the Senate Executive Committee was distributed to Council members. The handout was a copy of a memo from Student Affairs Vice President James Doellefeld announcing reduction in services by the University's Career Development Center. Of particular note for the GAC was that "all services to alumni and graduate students are discontinued effective immediately" (7/25/03). The Chair asked that GAC members review the memo in advance of the next GAC meeting and be prepared to discuss it at that time.
- Finally, the Chair highlighted business currently pending for GAC standing committees.

Admissions & Academic Standing:

Two student academic grievances
 One student petition for exception to transfer credit policy
 A proposal for transfer credit agreement between our School of Social Welfare and the SUNY Institute of Technology

Curriculum & Instruction:

Review of course proposals from the Nanosciences School
 Two proposals for revision of the MBA program
 A proposal for revision of the DrPH program

Educational Policy & Procedures

Electronic Thesis & Dissertation opportunities and campus policy

4. Proposed memberships on GAC Standing Committees as listed below was presented to the Council and unanimously approved.

Note: ** = GAC Member

Committee on Curriculum & Instruction (CC&I)

**Heinz Meyer, Educational Administration & Policy Studies, Chair
 **Stacey Chen, Economics
 **Sally Friedman, Political Science
 **Louise-Anne McNutt, Epidemiology
 Rose-Marie Weber, Reading
 Ana Margarita Cervantes-Rodriguez, Latin American & Caribbean Studies
 Greg Pogarsky, Criminal Justice
 Floyd Henderson, Geography & Planning
 Dona Parker, Assistant Dean, College of Arts & Sciences

Committee on Admissions & Academic Standing (CA&AS)

**Fatemeh "Shadi" Shahedipour-Sandvik, NanoSciences, Chair
 **Floencia Cornet, Graduate Student
 **Lisa Trubitt, Office of Extended Learning, Information Technology
 **Arlene Ticano, Languages, Literatures & Cultures
 Susan Maloney, Dean's Office, School of Business
 Dana Peterson, Criminal Justice
 Christine Wagner, Psychology
 Anne Boehm, Biology
 Katherine Trent, Sociology

Committee on Educational Policy & Procedures (CEP&P)

**Anita Pomerantz, Communication, Chair
**Mary Casserly, University Libraries
**Carolyn Smith, Social Welfare
**Robert Geer, Nanosciences and Physics
Richard Irving, University Libraries
Bonnie Spanier, Women's Studies
Helga Straif-Taylor, Anthropology
Ron Toseland, Social Welfare
Christopher Bischoff, Affirmative Action

5. Future GAC Meetings – Fall 2003

The Council reviewed a composite schedule of members' availability and determined that future meeting during the semester would be held on Thursdays at 9:30AM on the following dates: October 9th, November 13th & December 11th. Members are asked to add these meetings to their calendars.

6. There being no other business, the GAC meeting was adjourned.