

**Graduate Academic Council
2002 – 2003**

Minutes of the Council meeting of March 31, 2003
Approved by the Council on April 21, 2003

In attendance: C. Smith, C. Bischoff, M. Gallant, B. Spanier, E. Block, K. Trent, R. Irving, J. Mumpower, L. Trubitt, C. MacDonald (Chair), & J. Bartow (staff)

Unable to attend: S. Maloney, L. Raffalovich, K. Sarfoh, J. Rudolph, H. Charalambous, M. Casserly, L. Cohen, M. Genkin, & Vivien Ng

1. Minutes from the meeting of 3/14/03 were unanimously approved following minor amendment.

2. Dean's Report – J. Mumpower

- The news on Fall 2002 graduate applications is about the same as reported at the last meeting.
- There is no news on the matter of a graduate tuition increase.
- Interim International Education Director John Rohrbaugh would be happy to come and talk with the Council about visa issues.
- Progress is slow on website developments in support of information about graduate assistantships and/or GAC proposals.
- The academic deans have been consulted regarding graduate instruction policy.

Professor MacDonald inquired if feedback to the Council on assessment initiatives is forthcoming. Dean Mumpower indicated yes. Most units under review are at the self-study stage right now. Coordination with external reviews is imperative and intended. Dean Mumpower will report again to the Council on this topic.

3. Chair's Report – C. MacDonald

- The Senate passed the misconduct policy on 3/17/03.

4. Committee on Educational Policy & Procedure Report (below) – R. Irving

The Committee met on 3/25/03 and recommends a revised policy on Faculty Eligibility to Teach Graduate Courses. The Council discussed the Proposal and unanimously voted the following changes to the proposal and/or rationale:

- “duration of proposed authorization” shall not exceed five years
- replace “need and essentiality” with “and need”
- in item 4 of the rationale replace “is” with “recognizes the desirability of uniform cross-campus quality standards and remains”

Following the amending actions, the Council voted unanimously to approve the report and recommend the policy change to the Senate.

5. Other Business

The Chair noted a notice received regarding a bachelors/masters student who had been allowed to enroll for a 700+ level course. A discussion followed as to whether a policy on such course access matters was needed. The Council determined no action was necessary.

The next meeting of the GAC is scheduled for 4/21/03 at 3:30 PM in CC 370

END OF 3/31/03 GAC MINUTES

To: Graduate Academic Council

From: Richard Irving, Chair
GAC Committee on Educational Policy & Procedure (CEP&P)

Date: March 25, 2003

Subj.: Report and Recommendation

The CEP&P met on 3/25/03. In attendance were: R. Irving (Chair), C. Smith, L. Cohen, K. Schiller, J.-F. Briere, A. Pomerantz, H. Straif-Taylor, C. Bischoff, G. Harper, P. Singh & J. Bartow (staff).

1. Jon Bartow reported at the request of Dick Irving on the matter of academic grievance policy development with the UAC and University Counsel. Draft text for consideration by a joint "conference" committee has been prepared and edited following input from Bob Gibson, Registrar (on behalf of UAC) and John Reilly, SUNY Counsel. Pending one final review by Mr. Gibson, the draft policy will stand for consideration by the conference committee, with results to be reported back to each governance council.
2. The Committee extensively discussed the current policy on faculty eligibility to teach graduate courses. This matter was before the Committee at the request of the Council and the Council's Committee on Curriculum & Instruction. A broad solicitation to deans, chairs and program directors inviting comment on the policy and procedural provisions for exceptions was authorized by the Council. Responses received were considered by the Committee as part of the overall discussion of pros and cons of various alternatives, largely focused on exceptions and quality assurance. Two votes were taken by the Committee to form its recommendation. The first had to do with the addition of the Master of Fine Arts as a qualifying degree alternative to an "earned doctorate." This was approved by a vote of 7 – 3. The second vote had to do with a replacement of the current paragraph on exceptions. The replacement paragraph, as indicated on the attached policy revision proposal, was approved unanimously 10 – 0. It is recommended, therefore, that the GAC approved the amended policy and introduce it for further consideration by the University Senate and the President.

PROPOSAL FOR THE REVISION OF UNIVERSITY POLICY ON FACULTY ELIGIBILITY TO TEACH GRADUATE COURSES:

FACULTY ELIGIBILITY TO TEACH GRADUATE COURSES

Graduate instruction may only be given by:

1. Faculty members who hold an earned doctorate or the Master of Fine Arts (MFA); or
2. Faculty members who hold the rank of associate professor or higher.

Exceptions to allow other faculty to provide graduate instruction shall be considered within each school/college, with action on such requests by the respective school/college dean to be reported (with rationale for decision) to the Graduate Academic Council & Graduate Dean, and (without rationale) to the Registrar. It is expected that all requests for exception shall minimally contain (1) Instructor's CV or résumé (2) duration of proposed authorization, (3) course syllabus, (4) support correspondence from Chair or Program Director explaining why the exception is warranted, summarizing qualifications in relation to course content, audience, enrollment, need and essentiality. Schools/colleges may develop policy/procedures that require additional information. The Graduate Academic Council retains final authority regarding any exception to graduate instruction policy.

Rationale:

The proposed changes indicated recognize:

1. The MFA as an appropriate alternate credential for graduate instruction in the Arts.
2. That variation from the default qualifying criteria is best considered *in the schools and colleges* since
 - In many of the professional and/or applied masters degree programs, accreditation quality assurance standards may require instruction by individuals who do not possess an earned doctorate.
 - Expedient review of requests for exception in consideration of accreditation or other professional standards is best handled in the academic units.
 - Expedient review of requests for exception in consideration of emergency instructional situations is best facilitated by individual academic deans.
3. That requests for exception to the default criteria should always contain certain information.
4. That while the operational consideration of exceptions is best coordinated within each college or school, the Graduate Academic Council is the University governance body ultimately responsible for graduate instructional quality assurance and does not relinquish that responsibility.