

**Graduate Academic Council
2004 – 2005**

Minutes of the Council meeting of November 5, 2004
Approved by the Council on December 6, 2004

In attendance: B. Joseph, F. Bolton (staff), J. Mumpower, J. Bartow (staff), L.-A. McNutt (Chair), M. Jerison, M. Rodriguez, O. Ongiti, R. Henderson, S. Friedman & S. Shahedipour

Unable to attend: D. Byrd, H. Meyer, M. Casserly, & S. Maloney

Guest: B. Daniel, Dept. of Economics

1. Introductions – Members of the Council introduced themselves, again, to the group.
2. Minutes from the meeting of 9/27/04 were amended to correct the spelling of Orpha Ongiti's name and then approved unanimously as amended.
3. Dean's Report – J. Mumpower
 - Enrollment – Graduate enrollments are down 199 (headcount) from the planned figure, leading to an \$800,000+ shortfall in the University's budget. Including the additional undergraduate declines, the overall campus budget shortfall due to enrollments approaches \$2 million. The shortfalls are broadly distributed over enrollment categories.
 - The President is moving toward the appointment of a new, interim, Graduate Dean. He is about to receive a short-list of recommended candidates from the search committee.
4. Chair's Report – L.-A. McNutt
 - Brief update on the status of the Ombudsperson proposal was provided.
5. A proposal to change the name of the Department of Latin American and Caribbean Studies to the Department of Latin American, Caribbean, and U.S.-Latino Studies, as recommended by the Dean of Arts & Science, was unanimously approved by the Council.
6. Committee on Curriculum and Instruction (CC&I) – M. Rodriguez

Professor Rodriguez reviewed the components of the CC&I written report, appended to the end of these minutes. The Council voted unanimously to accept the report and in doing so, approve the recommendations contained therein.
7. Committee on Admissions & Academic Standing (CA&AS) – S. Shahedipour

Professor Shahedipour reported that the CA&AS had met and is currently considering one student petition for reinstatement to graduate study. Additional information from the academic unit is currently being solicited while the matter has been temporarily tabled. Additional student petitions (2 known) are anticipated for review. The Committee brought none-action items to the Council at this time.
8. Graduate Certificate Program Proposal – Economic Forecasting

Professor Betty Daniel from the Department of Economics introduced the proposal to establish the five course graduate certificate program, copies of which were previously distributed to Council

members. After a series of questions from members and answers from Prof. Daniel, the Council voted unanimously (9-0-0) to approve the Proposal and recommended further review/approval by the Senate.

9. Proposal to Establish an Inter-Institutional Dual Degree Program:
MS Bioethics (Albany Medical College of Union University) / PhD Philosophy (UAlbany)

The Proposal, previously distributed to Council members, was discussed by the Council. It was noted that both component programs are established and registered currently. Too, it was noted that a similar dual degree program linked with Albany Med's MS Bioethics program was approved through GAC in 2003-04. After further brief discussion the Council voted (8-0-1) to approve the Proposal and recommended further review/approval by the Senate.

10. Certificate in Public Health Genetics Proposal

The Chair informed the Council that the School of Public Health had asked that the Proposal be removed from the GAC 11/5/04 agenda. It will return for review and action by the Council later this academic year.

A brief discussion about the need for courses comprising such a proposed program to exist and for teaching faculty to be in-place ensued. The Chair took the opportunity to suggest that if many graduate certificate proposals are forthcoming it would be worthwhile developing a standard set of review questions.

11. Mission Review II – Self-Description Draft

The Council discussed the draft document briefly, with members and the Graduate Dean noting that attention should be especially paid to those sections which might impact graduate education on the campus. Members present agreed to email comments about the draft to Jon Bartow by Thanksgiving, who will then in turn pass them along to the Chair for the crafting of an overall GAC comment.

12. Ombudsperson

Chair McNutt indicated a proposal is in the works for a sustainable ombudspersons office. Minor resources will probably be needed. This was acknowledged by Dr. Mumpower.

The Council agreed to meet again this semester during the week after Thanksgiving. Jon Bartow will attempt to identify an optimal meeting date/time. There being no other business, the meeting was adjourned.

END OF GAC 11/05/05 MINUTES

To: Graduate Academic Council

From: Monica Rodriguez, Chair
GAC Committee on Curriculum & Instruction (CC&I)

Date: November 2, 2004

Subj.: Report and Recommendations

The CC&I met on 10/25/04. In attendance were: B. Keough, D. Parker, F. Bolton (staff), F. Henderson, G. Pogarsky, J. Bartow (staff), M. Rodriguez (Chair) & C. Doll (invited guest). Professors H. Meyer, L. Smith & S. Friedman were unable to attend.

Five items of business were considered:

1. M.S. Information Science (MSIS) – Curriculum Amendment and Updated Registration Request

Associate Dean of the School of Information Science & Policy, Prof. Carol Doll, introduced a proposal to amend the MSIS program curriculum, particularly the School Media track within the MS program leading to NYS School Library Media Certification. There are three primary changes:

- a. Replacement of RISP677 (Information Sources and Services for Children & Young Adults) with RISP605 (Information Sources and Services) as a required course.
- b. Amendment to the required pedagogical core for students admitted who do not possess NYS teaching certification. **The pedagogical core amendments replace specified education courses that are no longer offered with courses currently offered that meet the newly proposed content area requirements. Examples of these were requested by the Committee and subsequently provided by Prof. Doll:**

Education Course alternatives for School Library Media Specialist Certification

Original courses	Content area	Approved courses and alternatives
ETAP 502 Social Concerns in Schools (no longer offered)	Human developmental processes and social concerns in education	EPSY 502 Educational Psychology EPSY 521 Development in Childhood EPSY 522 Development in Adolescence
ETAP 510 Program Development	Curriculum development, instructional planning, Multiple instructional strategies	ETAP 510 Program Development ESPE 560 Introduction to Human Exceptionality
ERDG 526 Language Acquisition ERDG 625 Integrating Literacy Instruction	Language acquisition and literacy development	ERDG 526 Language Acquisition ERDG 504 Literature for Reading Programs ERDG 505 Language and Literacy Teaching and Learning, 5-12 ERDG 615 Teaching Writing B-6 ERDG 616 Teaching Writing 5-12 ERDG 625 Integrated Literacy Instruction ERDG 638 Media Literacy ERDG 655 Emergent Literacy ERDG 656 Language and Learning to Read ERDG 657 Reading in a Second Language ERDG 677 Administering and Reforming School Literacy Programs, B-12
ESPE 561 Integrating Students with Disabilities in General Education	Special needs and learning	ESPE 560 Introduction to Human Exceptionality ESPE 561 Integrating Students with Disabilities in General Education ESPE 562 Characteristics of and Methods for Teaching Exceptional Secondary Students in Inclusive Settings

- c. An alternative model for fulfillment of school media certification practicum requirements, particularly targeted for students currently working in school settings is proposed.

Following a question and answer discussion with Prof. Doll, the Committee voted 5-0-0 to recommend approval of the overall curriculum amendment proposal to the Council.

2. M.A. & Ph.D. Latin American & Caribbean Studies – Curriculum Requirement

The department proposes to name LCS 691, Directed Readings, as a requirement of the M.A. program, and LCS 781, Directed Readings, as a requirement of the Ph.D. program. It was noted that a difference exists between the information set forth on the departmental website and the information published in the Graduate Bulletin concerning the degree requirements of the program. The committee felt that the answers to the following questions should be sought before further action on this request could be taken:

Have courses LCS 691 and LCS 781 been offered in the past?
What curriculum changes for the M.A. and Ph.D. programs will now be needed because of the requirement of these courses?

The Committee voted 5-0-0 in favor tabling this Department of Latin American & Caribbean Studies request until further information was obtained.

3. M.S. Health Policy & Management – Curriculum Requirement

The department proposes to name HPM 550 (Financial Management of Healthcare Institutions) as a requirement for M.S. Health Policy and Management students who are in the management area instead of 511 (Economic Analysis). HPM 511 will be required for students who are in the policy area. No changes are to be made to the number of credits or core requirements. As administration of institutions often moves into either a management or policy area, the Committee unanimously recommends approval of this curriculum requirement to the Council.

4. M.S. Forensic Biology – Curriculum Requirement and Text Changes

The department proposes to add a new capstone course, BIO 627, Courtroom Testimony for Forensic Scientists, one credit, to its required courses. The number of required biology course credits will now become 29 (instead of 28) and the number of supporting course credits will now change from 12 to 8-12 credits. The overall minimum requirement of 40 credits for the master's degree will remain unchanged. The addition of BIO 525, Molecular Biology of Development, among the biology electives will offer students a course with strong molecular emphasis. The Committee unanimously recommends approval of these changes for approval by the Council.

5. M.S. Atmospheric Science – Curriculum Requirements

The department proposes to expand its listing of atmospheric courses as advised in fulfillment of the M.S. program degree. It is believed that the required courses presently listed are too specialized for some students and restricts their choice of the only elective available within their first semester. Students would now have more increased flexibility to take courses offered by the department once every two years. The Committee unanimously recommends approval of these additional courses to this curriculum's requirement to the Council.