

**Graduate Academic Council
2010 – 2011**

Minutes of the Council meeting for March 25, 2011
Approved by the Council on April 8, 2011

In attendance: J. Baronner (staff), J. Bartow (Staff), F. Bolton (Staff), S. Chittur,
S. Commuri, N. Fahrenkopf, T. Groves, L. Kranich (Chair), W. Lanford,
F. Leiva, H. Miller, T. Timmons, K. Williams

Unable to attend: J. Aini, R. Beach, C. Fox, L. Fuller, S. Kazanas, N. Novroski

Guests: Dr. Mary S. Applegate, Associate Dean, School of Public Health,
Emilie Dassie (Department of Atmospheric and Environmental Sciences Ph.D.
student) and Yongchen Zhao (Economics Ph.D. student)

1. Minutes

The minutes from the February 2, 2011 meeting were approved with minor corrections.

2. Dean's Report – K. Williams

Dean Williams did not have a report.

3. Chair's Report – L. Kranich

The Chair introduced Dr. Mary S. Applegate, Associate Dean, School of Public Health, and two doctoral student guests.

The Chair announced that consideration of the School of Public Health Proposal to Suspend Admission to M.S. in Health Policy Management and Behavior will be moved to the next regular GAC meeting on April 29th.

The President has signed the School of Business proposal for a Graduate Certificate Program in Information Security.

The proposal for a combined BS-MA in Economics has been approved by SUNY and sent to the State Education Department. State Ed will probably act on the matter within the next couple months.

President Philip sent an e-mail yesterday confirming the deactivation of undergraduate majors in Theatre, French, Russian, Italian, and Classics, and deactivation of graduate programs in Russian, French and Classics. The University will continue undergraduate minors in Theatre, French, and Russian, and continue instruction of Italian.

The Chair requested that Council members distribute the draft summary statements of their respective CAA reviews by April 1 for discussion at the meeting on April 8. The

Council had previously voted to approve the Computer Science summary with minor changes.

4. Committee Reports

CAAS – H. Miller, Chair

The Committee considered case GAC CAAS 2010-11-3 involving a petition by a department that it be permitted to admit a Ph.D. applicant without a bachelor's degree. In light of the evidence presented and the supporting documentation, the Committee voted 5-0-1 in favor of the petition.

The Council discussed the case and, while registering procedural and precedential concerns, voted 7-2-0 to approve the Committee's recommendation. Jon Bartow will note the Council's concerns in his draft informing the petitioner.

CC&I – T. Groves, Chair

The Committee met March 14th to consider the following four items:

1. Request to revise the Certificate in Nonprofit Management and Leadership – Rockefeller College and School of Social Welfare
2. Proposal to establish a fully online version of the Master of Public Health (MPH) degree program – School of Public Health
3. Request to revise course requirements for the Master of Public Health (MPH) Social Behavior and Community Health Concentration – School of Public Health
4. Request to revise course requirements for the M.S. in Forensic Biology Degree program – College of Arts and Sciences Biology Department

These will be considered separately under New Business.

CEPP – S. Commuri, Chair

The Committee met March 9th to consider the following three items:

1. Proposal to Establish Graduate Level Policy Pertaining to Grade Changes
2. Proposal to Digitally Submit Master's Theses
3. Proposal to Amend Policy Pertaining to Graduate Certificate Programs

These will be considered separately under New Business.

5. Old Business

Graduate Certificate in Online Learning and Teaching – School of Education

The Council had requested that the proposal be revised to identify comparable programs and to explain the process for advisement and interaction between students and instructors. Those changes are included on the third page of the revised version,

which was previously e-mailed to members by the Chair. The Council voted unanimously to approve the proposal.

6. New Business

- Request to revise the Certificate in Nonprofit Management and Leadership – Rockefeller College and School of Social Welfare

This 15 credit certificate program is jointly offered by Rockefeller College and the School of Social Welfare with the intention of exposing students to each. As presently structured, it is possible for students pursuing a degree in either college to complete all requirements for the certificate within their own college, without crossing over. To rectify this unintended consequence of the Certificate guidelines, the curriculum would be changed to require that students complete 3 of the 5 courses in addition to those required in their degree program, and at least 2 courses must be taken in Rockefeller College of Public Affairs and Policy. Since these changes are consistent with the intent of the Certificate program, CC&I approved the proposal by a vote of 3-0-0.

A Council member inquired why the crossover coursework specifies that two courses must be taken in Rockefeller College, presumably by those in Social Welfare, but does not specify the reverse for those in Rockefeller College. It was noted that GAC cannot amend a proposal. Thus, the proposal will need to be sent back for rewording. Committee Chair T. Groves will inform the parties.

- Proposal to establish a fully online version of the Master of Public Health (MPH) degree program – School of Public Health

Dr. Mary Applegate from the School of Public Health attended today's GAC meeting to answer questions on the Public Health proposals.

The proposal is to establish a fully online version of its MPH degree program. This will enable public health practitioners to complete online courses while continuing to work in their employment position. The School currently offers 5 of 6 MPH core courses online as well as various electives. Dr. Applegate mentioned that Wisconsin and UMass are among the institutions that have online MPH programs, and many different online courses are offered elsewhere. Five accredited schools of public health exist in NYS. Some students cannot attend on-site classes. For some it is a matter of distance. At the moment, we have some certificate programs which are entirely online. There are plans to add more online summer courses across the campus.

Revenue sharing will pay for adjuncts to teach these courses, and there is a huge pool of faculty available. No face-to-face contact is required. There is online contact under development, and the hope is to have an established program advisor once the program grows. A member suggested that if the program is successful and develops a

large enrollment, some type of reporting mechanism should be established. Dr. Applegate mentioned that the core courses have been online for about five years. There are 200 students who are either currently in the program or have completed the program. Six intern credits are waived for those students with related work experience. An enrollment committee will ensure students are performing actual public health work. The question of plagiarism was raised. Dr. Applegate stated that online exams are not proctored. A member mentioned that there are agencies that proctor online exams. She also mentioned that Public Health is accredited, and they will be closely monitored for online and in-class instruction for both undergraduate and graduate courses. The School's in-house evaluation committee will monitor the online programs. The Council voted unanimously to approve the proposal.

- Request to revise course requirements for the Master of Public Health (MPH) Social Behavior and Community Health Concentration (SBCH) – School of Public Health

The 51 credit MPH program has a 21 credit core and 30 required credits in an area of concentration. Currently, the Concentration requires students to take one life-course from among 3 as well as 9 credits of additional electives. The proposal is to offer additional flexibility by grouping the life-courses into the general electives and raising the required number of credits to 12. In addition, students would be required to take at least two of the four elective courses within the SBCH concentration. Dr. Applegate mentioned that students should develop specific expertise in elective (sub)areas within their concentration. Core courses expose them broadly to the field. The Council voted unanimously to approve the proposal.

- Request to revise course requirements for the M.S. in Forensic Biology Degree program – College of Arts and Sciences Biology Department

The proposal is to expand and revise the list of elective offerings in the MS in Forensic Biology program. Currently, students are required to choose two elective courses from a list of six. Three of the courses (Bio 513, 525, and 617) have not been taught in recent years. However, the department intends to continue offering Bio 513 and 617 on an occasional basis. In addition, the list of electives would be expanded to include Bio 505, 521, 523, 531 and 563. Thus, students would be required to take 2 elective courses from the list of ten. The Committee voted 3-0-0 to recommend approval, and the Council unanimously endorsed their recommendation.

- Proposal to Establish Graduate Level Policy Pertaining to Grade Changes

The University Registrar's grade change form states that the grade change may not be based on re-examination or submission of additional work. However, that policy has not been officially approved for inclusion in the Graduate Bulletin. The proposal would formally adopt the above language, thus rendering the policy consistent with existing practice. The Council voted unanimously to pass the proposal.

- Proposal to Digitally Submit Master's Theses

Doctoral dissertations have formally been submitted electronically since the Spring of 2009. Previously, cost considerations kept the Master's theses from being electronically submitted. However, costs have dropped. It will cost the Library between \$17 and \$20, and the Library is in support of Master's theses being submitted online. The Council voted unanimously to approve the proposal.

- Proposal to Amend Policy Pertaining to Graduate Certificate Programs

Graduate certificates have been offered by the University since the 1960's. All programs are registered with the New York State Education Department as "Advanced Certificate" programs. However, campus use refers to "Certificate of Graduate Study," "Advanced Graduate Certificate," or "Certificate of Advanced Study." The proposal would distinguish between and establish uniform policies pertaining to each of the three types on the basis of credit and residency requirements. The distinction would be for internal use only. This is part of a national trend to create different tiers of certificate programs. Generally, a Certificate of Graduate Study would require in the range of 9 – 24 graduate credits; an Advance Graduate Certificate requires in the range of 15 – 35 graduate credits; and a Certificate of Advanced Study requires 48 – 60 graduate credits. Chair Kranich noted the distinction between pre-masters and post-masters level certificates and recommended that it be stipulated that the latter (Certificate of Advanced Study) involves study beyond the masters level.

With that change the Council voted 8-0-1 to approve the proposal.

7. Continuation of CAA Reviews

The Council resumed discussion of the Physics review.

END OF GAC 3/25/2011 MINUTES
