**Graduate Council Meeting Minutes  
Tuesday, March 6th, Hammond Room 314, 3:30 pm**

**Present:** Deborah Stone, Aly Stanton, Linda Dupell, Brady Chen, Brian Bercier, Anne Howard, Laura Baker, Lisa Grimm, Jim Alicata, Viera Lorencova, Jane Fiske

**Absent:** Renee Scapparone, Becky Copper Glenz

**Guests:** Daneen Deptula, Bruno Hicks

Anne Howard, vice-chair, will lead the meeting in place of Renee Scapparone, who had a conflict with today’s meeting.

**Review of minutes from February 6, 2017**

**Motion to Review:** Deb Stone

**Second:** Jim Alicata

**Discussion:** None

**Vote:** 3 abstentions, 8 in favor. Minutes approved as submitted.

**Scholarship applicant review: Dean and Dorothy Holmes Toporeck**

Tabled; awaiting information on the candidates.

**Thesis Handbook, draft revision and outstanding items**

Brian noted that the edits indicated in the revision process have been made, and a few items remain for further consideration, such as possible process revisions and mode of submission. Recommendation made to publish the revised handbook in current state, and ask the chairs of graduate programs to review. Also recommend that we consult with the Library staff to explore new options for submission and recording of theses.

**Motion:** To publish the handbook and continue discussion. Brian Bercier

**Second:** Linda Dupell

**Vote:** Unanimous approval

## PROPOSALS

[**GCE 17-18-**](https://www.fitchburgstate.edu/uploads/files/GCE_Graduate_Council/2017-2018/17-18-09.pdf)**19 New Program Concentration, M.Ed. in Middle School Education, Non-Licensure**

**Motion to Review:** Jane Fiske

**Second:** Linda Dupell

**Discussion:** Bruno presented for William Cortezia; this program is very similar to the licensure program, but is for teachers who may already have a license but are seeking more information and expertise about teaching this population of students. Linda Dupell asked if this would this be another concentration (non-licensure); and it would be. Since bulk of curriculum is the same as the licensure concentration, it should help boost enrollments. This concentration would also run on a cohort program that would start in the fall semester. Friendly amendment requested: to include additional text provided at the meeting for additional context for the program description in catalog. Laura Baker confirmed that there were numbers of students seeking this kind of non-licensure option when the MAT in History program was active.

**Motion to Approve:** Jim Alicata

**Second:**  Linda Dupell

**Vote:** Unanimous approval

[**GCE 17-18-**](https://www.fitchburgstate.edu/uploads/files/GCE_Graduate_Council/2017-2018/17-18-10.pdf) **20 Course Change: NURS 7700 Nursing Research – Nursing**

**Motion to Review:** Linda Dupell

**Second:** Jane Fiske

**Discussion:** Deb Stone presented. This proposal is adding a prerequisite of an UG statistics course for students taking this graduate level research course. The elimination of the GRE for admission reduced the likelihood of students refreshing their math for that exam, so it makes sense to add this prerequisite now. Linda Dupell asked how to monitor this? Students register online, and if they don’t have the prerequisite at FSU, they will be blocked. Brady Chen asked if a standard test would work? Viera Lorencova asked about requiring a grad level stats, but that is not needed or available here. Anne Howard suggested to just make it part of the review of transcripts during the application process. A friendly amendment was made to look for the statistics course at point of admission, and advise student of the need to take statistics prior to NURS 7700.

**Motion to Approve:** Lisa Grimm

**Second:** Linda Dupell

**Vote:** Unanimous Approval

[**GCE 17-18-**](https://www.fitchburgstate.edu/uploads/files/GCE_Graduate_Council/2017-2018/17-18-12.pdf) **21 Course Change: NURS 9101 Continuation of Research Project – Nursing**

**Motion to Review:** Jane Fiske

**Second:** Linda Dupell

**Discussion:** Deb Stone spoke to the proposal. Students need NURS 9100 Research Project for the program, and most do not complete in one semester, so students need to take the continuation; though it’s logical to take these courses in sequence, some students have been able to register for NURS 9101 Continuation of Research Project without the initial research project course. Students have to pay for the second course as many times as necessary. Laura Baker noted that for the History thesis, unless new content is being covered, students usually just get the IP and an extension, but don’t re-register and pay again. (Linda Dupell suggested changing process for continuation courses like this, to make the process the same across all programs). Anne Howard asked if students accrue more credits, do they benefit from them by accumulating those additional credits leading to pay increases, etc. After further discussion about the way the Research Project is set up, which revealed an underlying need to further consider the curriculum for the program and for this course sequence, Anne Howard recommended to withdraw the proposal.

**Motion to Withdraw:** Laura Baker

**Second:** Jim Alicata

**Vote:** Unanimous Approval

**GCE 17-18-22 Course Change: COUN 8200 Principles of Guidance and Counseling**

**Motion to Review:** Jane Fiske

**Second:** Linda Dupell

**Discussion:** Daneen Deptula spoke to the proposal. The field of school counseling removed “guidance” from common usage, and the program at FSU change the name from School Guidance Counseling to School Counseling; removing guidance from the title of the course therefore makes perfect sense, and aligns with the way the program is described. Anne Howard made a friendly amendment to check off the “course title” box regarding the nature of the course revision on the form.

**Motion to Approve with Friendly Amendment:** Jane Fiske

**Second:** Linda Dupell

**Vote:** Unanimous Approval

**GCE 17-18-23 Policy Change: Retention in Graduate Programs in Counseling**

**Motion to Review:** Linda Dupell

**Second:** Jane Fiske

**Discussion:** Daneen spoke to the proposal. This is both a catalog change and policy change. At the stage 1 review for students, the department checks to see if all courses are 3.0, and that the overall GPA is also 3.0; if the first condition is true, then of course the second is also true. This redundant process prompted discussion to consider minimum GPA for the program, and this proposal seeks to increase the minimum cumulative GPA to 3.25. The department does not anticipate that this will be a huge barrier, since a 3.7 is the average grade for courses in this program; earning less than a 3.25 would show poor performance in relation to their peers.

**Motion to Approve:** Linda Dupell

**Second:** Jane Fiske

**Vote:** Unanimous Approval

**New Business –** none**.**

**Next meeting date:** [**April 3, 2018 (Proposals due March 27th)**](https://www.fitchburgstate.edu/graduate-council-december-meeting-information/) **– The next meeting will be held in the Miller Oval Conference room.**

**Motion to Adjourn:** 4:23 pm

**Vote:** Unanimous Approval

Submitted by Brian Bercier