**Graduate Council Meeting Minutes – Approved**

**Tuesday, May 1st, Miller Oval Conference Room 3:30 pm**

**Start 3:35 p.m. End 4:39 p.m.**

**Present: James Alicata, Laura Baker, Brian Bercier, Brady Chen, Becky Copper-Glenz, Linda Dupell, Lisa Grimm, Anne Howard, Viera Lorencova, Renee Scapparone, Aly Stanton, Deborah Stone**

**Absent: Jane Fiske, Benjamin Railton**

**Guests: Daniel Sarefield, Daneen Deptula, Petri Flint, Chola Chisunka, Lyndsey Benharris, Bruno Hicks**

**Review of minutes from April 3, 2018**

Motion to Review: Viera Lorencova

Discussion: No changes required

Motion to Approve: Viera Lorencova

Second: Brian Bercier
Vote: Unanimous

**Proposals**

[**GCE 17-18-**](https://www.fitchburgstate.edu/uploads/files/GCE_Graduate_Council/2017-2018/17-18-09.pdf)**45 New Course: Roman Society and Culture – History**

Motion to Review: Linda Dupell, Ann Howard

Discussion: Daniel Sarefield spoke to the proposal: Proposing a new course, Roman Society

and Culture, previously taught as a Topics course before by Daniel

Sarefield. This course will be an elective for graduate students in the History

program. Linda Dupell wanted to know if Daniel Sarefield would like to keep the

course number at 9017 level. Daniel Sarefield replied, for continuity sake to

keep the same number as when the course was offered as a Topics course.

Motion to Approve: Linda Dupell

Second: Brian Bercier
Vote: Unanimous

**GCE 17-18-26 Policy Change: Retention and Readmission into Graduate Programs – GCE
(Tabled from April 3, 2018 Meeting)**

Motion to Review: Ann Howard, Deborah Stone

Discussion: Brian Bercier spoke to the proposal: We looked at our retention policy and

realized that when we looked at our sister institutions, ours was pretty harsh in comparison. Some of the other graduate program dismissals sometimes occur after one 0.0 grade and sometimes not until after two 0.0 grades, or maybe a low GPA that continuously stays low. Generally, the timeline for readmission to a program was typically one semester rather than one year. When students are sent a letter informing them of dismissal, they are also notified that they cannot apply for readmission into the program for one year and the student typically does not return. They will go elsewhere to finish degree because 1 year is too much of a block for them. We tried to align the policy with what our sister institutions are doing and make it a little bit simpler to define as well. Sometimes students get accepted and get dismissed immediately. This policy change will give the student a chance to correct it moving forward. Becky Copper-Glenz stated that they did a review and found that there were 36 dismissals last year. But now with the accelerated graduate programs through Academic Partnerships, we now have more MBA students applying through AP so this year we already have 56 dismissals. Laura Baker asked what percentage was 56 MBA dismissals out of the total enrollment of MBA students. Brian Bercier stated that the enrollment in MBA is very high, it went from 100 to approximately 500. Becky Copper-Glenz sees very few students petitioning to come back at the end of the year. She finds that there are more petitions filed right after the student is notified of the dismissal. Some students petition because they got a 0.0 grade due to extenuating circumstances. A change in this policy would allow these students to get back on track and come back the next semester. Laura Baker welcomes this policy change it would make her life much easier regarding incomplete grading.

As a friendly amendment to address the next proposal, GCE 17-18-46 Brian

Bercier wants to add language referring to the retention policies for the Masters

Programs in Counseling in the catalog, wherever they are going to be located.

Laura Baker’s concern is clarity to students; when information is not centralized

it can be hard for the students to understand and much harder to defend your

policy, if it’s not front page.

Motion to Approve: Deb Stone

Second: Linda Dupell
Vote: Unanimous

**GCE 17-18-46 Policy Change: Retention and Readmission into Graduate Programs – Counseling**

Motion to Review: Ann Howard, Deborah Stone

Discussion: Daneen Deptula spoke to proposal: Regarding policy change: Retention and

Readmission into Graduate Programs. After going to the GCE Chair’s

Meeting Daneen is confident that the policy change, (GCE 17-18-26) would be

good for other graduate programs, but Counseling is happy with the current

policy in terms of having dismissal after one grade of 0.0. Current requirements

are that they receive a 3.0 in each class so if the student were to receive a 0.0 it

 would be an automatic dismissal. Also keep 1 year timeline for readmission into

program. Laura Baker questioned why we would not stay uniform for all

graduate programs, but individual programs can establish different policies.

Linda Dupell mentioned that this exception would be listed as such in

the catalog.

Motion to Approve: Jim Alicata

Second: Ann Howard
Vote: Unanimous

**GCE 17-18-47 Program Change: Fine Arts Director Certificate Program – Humanities**

Motion to Review: Linda Dupell, Deborah Stone

Discussion: Petri Flint spoke to the proposal: The program was created by Harry

 Semerjian decades ago and has run up against the realities of licensure procedure

 changes and it doesn’t have relevance. We put the program on hold for 2016 to

 allow for a curriculum review. We needed to have truth in advertising because

 this program does not lead to licensure which makes it unattractive to

 prospective students. The courses in this program had previously been partially

 transferable to CAGS in EDLM program but that changed with the new

 licensing requirements. The proposal seeks to remove the program from

 the catalog.

Motion to Approve: Linda Dupell

Second: Jim Alicata
Vote: Unanimous

**GCE 17-18-48 New Course: Practicum Seminar for Post-Baccalaureate Program – English**

Motion to Review: Viera Lorencova, Deborah Stone

Discussion: Proposal was withdrawn due to lack of submitting appropriate paperwork

 differentiating the level of work in a graduate course.

Motion to Approve: Brian Bercier

Second: Deborah Stone
Vote: Unanimous

**GCE 17-18-49 Course Change: Practicum – English**

Motion to Review: Linda Dupell, Brian Bercier

Discussion: Chola Chisunka spoke to the proposal: Laura Baker commented that the last

 sentence in the new description should read This course is taken in conjunction

with the practicum seminar. (Delete ENGL 8093 since that proposal was

withdrawn). Brian Bercier clarified that this proposal is to change the

ENGL 8090 description. Ann Howard noted that there was a typo in the second

sentence, the word “an” should be added between the words “make” and

“impact”. Brian Bercier added a friendly amendment to add the

course number at the top of the proposal, provide graduate syllabus.

Motion to Approve: Jim Alicata

Second: Lisa Grimm
Vote: Unanimous

**GCE 17-18-50 Course Removal: Practicum – English**

Motion to Review: Linda Dupell, Viera Lorencova

Discussion: Chola Chisunka spoke to the proposal: Remove course ENGL 8091 Practicum

 due to catalog redundancy.

Motion to Approve: Deborah Stone

Second: Lisa Grimm
Vote: Unanimous

**GCE 17-18-51 Program Change: Post Baccalaureate Certificate Program, English Studies Concentration, Initial Licensure (8-12)**

Motion to Review: Linda Dupell

Discussion: Chola Chisunka spoke to the proposal: The practicum seminar is now required

 by the ESE for all student taking the practicum. Friendly amendment was made

 to replace ENGL 8XXX practicum seminar with the corresponding approved

 undergraduate practicum seminar ENGL 4012. Laura Baker stated that any

 students starting Fall 2019 will need to meet licensure requirements for grades 5-

 12, so more work is needed to update the program. Viera Lorencova

 stated that some courses in the P.O.S. do not include the semester credit hours.

 Brian Bercier added another friendly amendment to add credit hours to the old

 and new programs. There is a template that Diane Lucas can use to submit the

 information.

Motion to Approve: Brian Bercier

Second: Linda Dupell
Vote: Unanimous

**GCE 17-18-52 Program Change: Early Childhood Education, M.Ed. Professional Licensure - Education**

Motion to Review: Brian Bercier, Deborah Stone

Discussion: Lyndsey Benharris spoke to the proposal: Removal of the Graduate Early

 Childhood Education M.Ed.., Professional Licensure program. Students will be

 taught out or directed to another program option to professionalize their license.

Motion to Approve: Jim Alicata

Second: Lisa Grimm
Vote: Unanimous

**Next meeting date:** 2018-2019 Academic Year

**New Business:** Viera Lorcencova inquired about when the Graduate Scholarship recipients will

be able to utilize their awards, one of her graduate students was inquiring

 and wanted to register. (July, 2018 the funds become available)

**Adjournment: 4:39**