

**Spring 2009-- Academic Senate: Agendas & Minutes**

January 30, 2009

March 6, 2009

April 3, 2009

May 1, 2009

**Academic Senate Meeting**

January 30, 2009

3:00-5:00

JFT 1010

**AGENDA**

1. Approval of the minutes of the December 5, 2008 meeting
2. Announcements
3. Report of the OC:
  - A. Standing Committees of Academic Affairs
  - B. GE Board Proposal
  - C. Membership of the Executive Committee
4. Report of the Provost

Questions and action items from the floor
5. Report of the Presiding Officer

Questions and action items from the floor
6. Unfinished business: None
7. New business
8. Adjournment

## Meeting of the Academic Senate

Minutes – January 30<sup>th</sup>, 2009

**Members present:** Jacqueline Andrews (Institutional Research & Planning), Karanja Carroll (LA&S), Kerry Carso (F&PA), Shafiul Chowdhury (S&E), Thais daCunha (Education), Christine De Lape (Budget, Goals, & Plans Committee, F&PA), Francois Deschamps (F&PA), Laurel Garrick Duhaney (Academic Affairs), Clara Enuma (Engineering), Lisa Jones (Professional Faculty), Mary Kahl (LA&S, Organization Committee), Peter Kaufman (LA&S), David Lavallee (Provost's Office), Bernadette Morris (Academic Affairs), Lucien Mott (Academic Advising), Simin Mozayeni (Presiding Officer), Steven Poskanzer (President's Office), Scott Saccomano (Nursing), Spencer Salend (Education), James Schiffer (LA&S), Heather Whalen Smith (Library)

The meeting was called to order at 3:02pm.

**1. Minutes.** Laura Dull, Clara Enuma and Thais daCunha's names were added to the members present. The minutes were approved as corrected.

### **2. Announcements**

April 3-5 SUNY's 60<sup>th</sup> Anniversary Conference: SUNY and the Promise of Higher Education in America will be held at the University of Albany.

April 4<sup>th</sup> at 7pm there will be two speakers on U.S. Policy in the Middle East.

The New Paltz bus loop is up and running. It is free for all SUNY New Paltz faculty, staff and students.

### **3. Report of the Provost**

Maureen Morrow and others faculty members received a Merrick Association for the Advancement of Science grant for undergraduate research for the third year. More applications for Chancellor Awards were received this year than average.

Middle States – The Middle States committee has already been formed. The first of three meetings prior to the visiting team will be in mid to late April. It is best to start early in the Middle States cycle as allows an institution to receive early guidance in the Middle States process. Full Middle States visit will

be conducted in Spring 2011 and the campus will be conducting a General Self Study rather than a Targeted Study. It was further explained that Targeted self studies are usually conducted by institutions that have had a major mission change.

Adjunct and Full Time Faculty – The ratio of full time faculty to adjuncts is currently 70/30. This is a vast improvement from the 50/50 ratio from ten years ago. It was noted that the preferred ratio is 80/20 and that there are some areas of study where it is best to have adjuncts. This meets the SUNY-wide goal of 70% full time faculty. It was also noted that the number of GE classes taught by full time faculty has increased as well.

#### **4. Report of the Organization Committee**

##### **A. Standing Committees of Academic Affairs**

The proposal collapses two standing committees of Academic Affairs (Committee on Academic Appeals and Committee on Academic Standing) into one committee: the Standing Committee of Academic Appeals and Academic Standing. The proposal was unanimously approved.

##### **B. GE Board Proposal**

This proposal will bring the GE Board under faculty governance. This was approved by the Executive Council and also has the support of the Provost and President. The first election will have staggered terms. Thirteen members will be elected with representation based on the number of GE classes taught by each constituency.

In section A.2 “curriculum” was replaced with “GE Curriculum” and “full time faculty” was changed to “full time Academic Faculty.” In section B the sentence “Representation shall be based on the percentage of GE courses taught by each of the constituent units” was inserted.

The proposal was accepted with one abstention.

**C. Membership of the Executive Committee  
Brought with the approval of the Organization Committee (1/29/09)**

- I. Resolved: That the Vice President of the Academic Senate be made a voting member of the Executive Committee of the Academic Senate.
  
- II. Resolved: That, in the event that he/she represents multiple constituencies, the Vice President of the Academic Senate be granted only one vote on the Executive Committee of the Academic Senate.

As the bylaws currently stood, the Vice President of the Academic Senate was not a voting member of the Executive Committee or required to attend Executive Committee Meetings. As the Vice President's duties include taking over as Academic Senate Presiding Officer if needed, it is important that the Vice President be aware and involved in issues faced by the Executive Committee.

**It was unanimously approved that the Vice President of the Academic Senate becomes a voting member of the Executive Committee.**

**5. Report of the Presiding Officer**

Provost Search – The Provost search committee conducted seven off-campus interviews in January. The committee has narrowed the search to three finalists who will be visiting the campus the weeks of February 16<sup>th</sup> and 23<sup>rd</sup>. Special faculty meetings will be held so that faculty may attend candidate presentations and Q&A sessions. The exact dates will be announced soon.

The President has invited the chairs of the Budgets & Goals (Christine DeLape) and Organizational Committees (Mary Kahl) as well as the Presiding Officer (Simin Mozayeni) to his Wonks Policy Group meetings on current budget discussion. They will not be involved, however, when personnel issues are discussed.

Jackie Andrews and the Provost have organized a committee on developing a matrix for peer evaluation of teaching. The committee will be meeting on February 19<sup>th</sup>. The Presiding Officer was invited and will be in attendance (as well as the Chair of the Academic Affairs, Stella Deen, and Jan Hammond, from Education Administration).

CRAL (Committee on Research, Awards and Leaves) is meeting next week to recommend nominees for Chancellor's Awards. According to the SUNY guideline, the extended committee for this purpose includes the Presiding Officer, a President Appointee, and a student representative.

Budget, Goals and Plans is considering forming two new standing committees, one on Environmental Standards and the other on Public Art on campus.

**6. Unfinished Business:** None

**7. New Business:** None.

**8. Adjournment.** Meeting adjourned at 4:02 pm.

Respectfully submitted,  
Heather Whalen Smith

Academic Senate Meeting

March 6, 2009

3:00-5:00

JFT 1010

AGENDA

1. **Approval of the minutes of the January 30, 2009 meeting**
  
2. **Announcements:**  

**Ben Olsen, Student Association President**
  
3. **Report of the Provost**  

**Questions and action items from the floor**
  
4. **Report of the Vice President for Enrollment Management: Four-Credit Courses**  

**Questions and action items from the floor**
  
5. **Report of the Presiding Officer**  

**Questions and action items from the floor**
  
6. **Unfinished business: None**
  
7. **New business**
  
8. **Adjournment**

## Meeting of the Academic Senate

Minutes – March 6<sup>th</sup>, 2009

**Members Present:** Kerry Carso (F&PA), Nancy Cooney (Academic Computing), Chris DeLape (BG&P Committee), Francois Deschamps (F&PA), Jacqueline DiStefano (Finance & Administration), Mark Dziuba (F&PA), Brenna Fearey (VP Academic Affairs, Student Assembly), Tabitha Holmes (LA&S), Lisa Jones (Admissions), Mary L. Kahl (Organization Committee & VP of Academic Senate & LA&S), Peter Kaufman (LA&S), David Lavalley (Provost), Jae Lee (Business), Bernadette Morris (Records & Registration), Lucien Mott (Academic Advising), Simin Mozayeni (Presiding Officer), Steven Poskanzer (President's Office), David Rooney (Student Affairs), Rose Rudnitski (University Faculty Senator), Spencer Salend (Education), James Schiffer (LA&S), Heather Whalen Smith (Library), Shelly Wright (President's Office)

The meeting was called to order at 3:03pm

**1. Minutes.** The minutes were approved without correction.

### **2. Announcements.**

Brenna Fearey was introduced as the new Student Association Vice President of Academic Affairs. She announced that it would be helpful for faculty to decide on course textbooks for their courses and to make that information available to students as soon as possible. Placing textbooks on reserve in the library was discussed.

Ben Olsen was awarded the Student Chancellor's Award.

Dean Schiffer announced the kickoff of the Middle Eastern Studies Center. The first talk has been scheduled for April 6, at 7:00 PM.

### **3. Report of the Provost**

Fall 2009 schedule is being finalized. Registration numbers from Fall 2007 are being used as a model instead of Fall 2008, as 2008 had unusually high registration numbers.

There were 14 new faculty searches conducted this year. Two will be differed to next year due to inadequate candidates.

Committee recommendations for the new Dean of F&PA are due to the Provost in the upcoming week.

The curriculum committee is looking into streamlining the process for faculty review of online courses. They are also looking into creating a review process for modular courses, which currently do not need to be reviewed. The new guidelines would require the course to be reviewed after the second time taught. Grandfathering or some method of staggering reviews of previously taught modular courses will be

adopted to prevent an overwhelming workload.

The college will not create a J-term for 2010, due the need to create increased support to handle the J-term workload.

#### **4. Report of the Vice President for Enrollment Management: Four Credit Courses.**

David Eaton presented on the topic of four credit courses and opened the topic to discussion. Highlights of the major issues discussed included: difficulty of student scheduling; potential decrease of course diversity; the pros and cons of department adoption vs. college-wide adoption. VP Eaton was asked to share his presentation slides with the committee members for their further consideration. The slides are attached to the minutes' file.

It was stressed that this decision was primarily an educational decision and it was suggested that an impact study may be of use in decision making.

#### **5. Report of the Presiding Officer**

The Presiding Officer was part of a delegation of faculty and students who went to Albany on February 24<sup>th</sup> (SUNY Day) to meet with legislators to advocate for SUNY.

The Presiding officer is attending the President's policy group who are developing the criteria for adjusting the budget to the recent and expected future cuts.

The Provost Search Committee has forwarded their recommendations to the President, who will announce the new Provost by the end of March.

The teaching rubric metric work group/ Re President's Vision Statement

The Middle States accreditation planning is under way. Associate Provost, Laurel Garrick Duhaney and Prof. Linda Greenow, co-chairs of the committee, have invited the Presiding Officer to participate in planning for the visit.

Budget, Goals and Plans is advancing its recommendation for formation of the Environmental Standards entity. They will soon forward it to the Organization Committee for their consideration and recommendation to the senate and faculty at large.

The Governance website is updated, and through Blackboard, committees can communicate and share



documents.

Nancy Cooney, governance secretary, demonstrated a new “My Committee” section in Blackboard which enables members of governance committees to email each other and upload & share files.

She also demonstrated a new faculty governance website ([www2.newpaltz.edu/governance/wordpress/](http://www2.newpaltz.edu/governance/wordpress/)).

**6. Unfinished Business.** None

**7. New Business.** None

**8. Adjournment.** The meeting was adjourned at 4:18.

Academic Senate Meeting  
April 3, 2009  
3:00-5:00  
JFT 1010  
AGENDA

1. **Approval of the minutes of the March 6, 2009 meeting**
2. **Announcements**
3. **Report of the Provost**

**Questions and action items from the floor**

4. **Report of the OC:**

**Proposal for inclusion of the Sustainability Committee (formerly the Environmental Task Force) in the faculty governance structure**

**Approved by the Budget, Goals and Plans Committee (2/24/09)  
Amended and Approved by the Organization Committee (3/24/09)**

**Proposed:** That the Sustainability Committee be included in the faculty governance structure as a standing committee of the Budget, Goals and Plans Committee.

**Proposed:** That members of the Sustainability Committee shall be elected from among the ranks of the full-time academic and professional faculty to serve for up to two consecutive two-year terms.

**Proposed:** The Sustainability Committee shall oversee the sustainability mission of the College:

The Sustainability Committee shall do the following:

1. Enhance campus awareness about environmental issues and problems.
2. Encourage environmentally sound practice through individual action and through the continued development and implementation of policies that move the College toward an ecologically sustainable campus.
3. Assist with the fulfillment of the American College and University Presidents Climate Commitment by helping to develop and implement a plan for the College to become climate neutral.
4. Report to the Budget, Goals and Plans Committee annually.

The Sustainability Committee shall be composed of 7 elected faculty members, 1 member chosen from the Budget, Goals and Plans Committee, 4 student representatives, and 4 ex-officio members. All members shall have one vote.

Sustainability Committee members shall be elected from among the faculty units as follows:

Education (1 seat), Liberal Arts (1 seat), Science and Engineering (1 seat), Fine and Performing Arts (1 seat), Business (1 seat), Library (1 seat), and Professional Faculty (1 seat).

One (1) member shall be selected to serve from among the elected membership of the Budget, Goals and Plans Committee.

Four (4) members shall be student representatives.

Four (4) ex-officio members, selected to serve in advisory capacities, shall represent Facilities Management (1 seat), Environmental Health and Safety (1 seat), Office of the Vice President for Administration and Finance (1 seat), and will include the Campus Sustainability Officer (1 seat).

Minutes from Sustainability Committee meetings will be distributed to the Budget, Goals and Plans Committee, Facilities Management, Environmental Health and Safety, Office of the Vice President for Administration and Finance, the Campus Sustainability Officer, and the faculty governance secretary.

**5. Report of the Presiding Officer**

**Questions and action items from the floor**

**6. Unfinished business: None**

**7. New business**

**8. Adjournment**

## Meeting of the Academic Senate

Minutes – April 3, 2009

**Members Present:** Carlos Aponte (Graduate School), Peter D.G. Brown (LA&S), Karanja Carroll (LA&S), Kerry Carso (F&PA), Mary Beth Collier (Academic Advising & Provost Office), Chris DeLape (BG&P Committee), Francois Deschamps (F&PA), Jacqueline DiStefano (Finance & Administration), Mark Dziuba (F&PA), Ghader Eftekhari (S&E), Salvatore Engel-DiMauro (LA&S), Clara Enuma (S&E), Brenna Fearey (VP Academic Affairs, Student Assembly), Lisa Jones (Admissions), Mary L. Kahl (Organization Committee & VP of Academic Senate & LA&S), Peter Kaufman (LA&S), Beth King (Career Resource Center), Jae Lee (Business), Simin Mozayeni (Presiding Officer), Ben Olsen (Student Association), David Rooney (Student Affairs), Scott Saccomano (LA&S), James Schiffer (LA&S), Edward J. Sullivan (Education), Burnadette Van Riper (Education), Heather Whalen Smith (Library)

The meeting was called to order at 3:05pm

**1. Minutes.** The minutes were approved without correction.

### **2. Announcements.**

The Center for Middle Eastern Dialogue will be holding its inaugural event on Monday, April 6<sup>th</sup>. “Recent and Future U.S. Policy in the Middle East” will be a discussion between Professor Fawaz A. Gerges the Christian A. Johnson Chair in International Affairs and Arab and Muslim Politics at Sarah Lawrence College, and Lewis Brownstein, professor of International Relations at the SUNY New Paltz. The event will be held at 7pm in LC 100 and will be open to the public. All are encouraged to come.

The Student Association is budgeting \$25,000 to fund student research while working with faculty members. The details are still being worked out and suggestions are welcomed.

Richard Peet of Clark University will be lecturing on the Financial Crisis on May 7<sup>th</sup> at 4pm.

April 12-18 is National Library Week. Various events will be held in the library. Details are available on the library website.

### **3. Report of the Provost**

The Provost was unable to attend. In his place, James Schiffer, Jackie DiStefano and Mary Beth Collier reported to the Senate.

The WONK group has been meeting to discuss the budget. Jim Schiffer reported on the group’s commitment to the process formerly established and shared with the campus. He stated that all suggestions submitted to the group have been taken seriously. He also discussed how the budgetary decisions are directly related to issues of campus identity and to our core values. The Presiding Officer and the Chairs of BG&P & Organization Committee were invited to attend earlier WONK meetings; however, they excused themselves once personnel matter began to be discussed. The final plan will be

shared with the campus April 13<sup>th</sup>.

The state budget has been decided for the 09/10 fiscal year with no substantial changes from the governor's original proposed SUNY budget. As had been proposed, only 20% of the \$620 tuition increase will be retained by SUNY. \$22.8 million in funding for SUNY-wide programs, such as SCAP and AER, have been restored. It was noted that this is not part of our operating budget. The governor's proposed reduction of the state workforce by 8,900 jobs will not directly affect the campus as the governor does not have direct control of the SUNY workforce, but it is possible that additional cuts will be made to achieve the same result as a reduction in work force.

There were 14 new faculty searches conducted this year. Two searches were unsuccessful and will be differed to the next year. All other searches are either closed or in contract negotiation. The new Provost and Dean of Fine and Performing Arts (Donald Christian from University of Wisconsin-Eau Claire & Mary Hafeli of Maryland Institute College of Art respectively) will be joining the college for the fall semester. David Lavallee has been in touch with Donald Christian on SUNY New Paltz matters and the two plan on attending the SUNY Provost meeting together.

#### **4. Report of the Organization Committee**

**Proposal for inclusion of the Sustainability Committee (formerly the Environmental Task Force) in the faculty governance structure**

**Approved by the Budget, Goals and Plans Committee (2/24/09)**

**Amended and Approved by the Organization Committee (3/24/09)**

**Proposed:** That the Sustainability Committee be included in the faculty governance structure as a standing committee of the Budget, Goals and Plans Committee.

**Proposed:** That members of the Sustainability Committee shall be elected from among the ranks of the full-time academic and professional faculty to serve for up to two consecutive two-year terms.

**Proposed:** The Sustainability Committee shall oversee the sustainability mission of the College: The Sustainability Committee shall do the following:

1. Enhance campus awareness about environmental issues and problems.
2. Encourage environmentally sound practice through individual action and through the continued development and implementation of policies that move the College toward an ecologically sustainable campus.
3. Assist with the fulfillment of the American College and University Presidents Climate Commitment by helping to develop and implement a plan for the College to become climate neutral.
4. Report to the Budget, Goals and Plans Committee annually.

The Sustainability Committee shall be composed of 7 elected faculty members, 1 member chosen from the Budget, Goals and Plans Committee, 4 student representatives, and 4 ex-officio members. All members shall have one vote.

Sustainability Committee members shall be elected from among the faculty units as follows:

Education (1 seat), Liberal Arts (1 seat), Science and Engineering (1 seat), Fine and Performing Arts (1 seat), Business (1 seat), Library (1 seat), and Professional Faculty (1 seat).

One (1) member shall be selected to serve from among the elected membership of the Budget, Goals and Plans Committee.

Four (4) members shall be student representatives.

Four (4) ex-officio members, selected to serve in advisory capacities, shall represent Facilities Management (1 seat), Environmental Health and Safety (1 seat), Office of the Vice President for Administration and Finance (1 seat), and will include the Campus Sustainability Officer (1 seat).

Minutes from Sustainability Committee meetings will be distributed to the Budget, Goals and Plans Committee, Facilities Management, Environmental Health and Safety, Office of the Vice President for Administration and Finance, the Campus Sustainability Officer, and the Faculty Governance Secretary.

It was explained that the ex-officio members had voting rights as implementation of Sustainability Committee projects would fall within their job descriptions. It was also explained that the Sustainability Committee was developed, in part, due to the American College & University Presidents' Climate Commitment signed by President Poskanzer, which calls for the creation of "institutional structures to guide the development and implementation of the plan" (the comprehensive plan to achieve climate neutrality). It was clarified that the Environmental Task Force (a volunteer group of faculty, students, and external members of the region) was a grass-roots group and not an official task force under campus governance.

Several issues of concern were debated. The pros and cons of the grass roots nature of the Environmental Task Force versus the more formal structure of the Sustainability Committee were discussed. While the Environmental Task Force allowed for greater student and community involvement, the Sustainability Committee would be better placed to affect campus policy and practices. Also discussed was whether or not the Sustainability Committee would replace or work in conjunction with the Environmental Task Force. The position of the Sustainability Committee within the campus governance structure was also discussed. The resolution was tabled for the Organization Committee (and the Budget, Goal and Plans) to gather more information and reconsider the proposed structure.

## **5. Report of the Presiding Officer**

The Presiding Officer attended the WONK+ (President's policy advisory committee, plus three governance representatives) meetings with the Chairs of the BG&P and the Organization Committees until personnel issues were discussed. At that time they excused themselves.

The Presiding Officer attended the meetings of the College Council and College Foundation. The College Council was briefed on budget issues.

Faculty governance will soon be holding campus elections and among the upcoming openings is the

University Senator position, which was a three-year term of service.

The Middle States decennial accreditation will be in 2011. The planning phase of it has begun. There will be a meeting with the Liaison on April 27. There will be meeting with the Steering Committee and representatives of academic and professional faculty, and students. There are 14 Standards that Middle States will evaluate our institution. Standard 4 is on Governance and Leadership of the institution. The Presiding Officer will be a co-chair of a group to research the topic. This standard includes more than the faculty governance. In regards to evaluation of the faculty governance, the Presiding Officer has brought to the Executive Committee the question of “what are the traits of sound governance?” which they will be working on. The Presiding Officer will also be working on gathering all departmental faculty bylaws and make them available on governance website.

A teaching evaluation focus group has been formed to develop a matrix for assessing effective teaching to implement the President's Vision Statement on teaching.

A Space Utilization Committee has been formed and the Presiding Officer has nominated three faculty members for the committee upon Jacqueline DiStefano’s request. The Presiding Officer asked VP DiStefano to describe the work of the committee. She explained that the committee will be looking into evaluation of the use of our buildings and answering questions such as “where are we as a campus and how does that fit with interior use of our buildings?”

**6. Unfinished Business.** None

**7. New Business.** None

**8. Adjournment.** The meeting was adjourned at 4:47.



Academic Senate Meeting

May 1, 2009

3:00-5:00

JFT 1010

AGENDA

- 1. Approval of the minutes of the April 3, 2009 meeting**
- 2. Announcements**
- 3. Report of the Provost**  
**Questions and action items from the floor**
- 4. Middle States Decennial Accreditation Self Study Plan:  
Linda Greenow, Co-Chair, Steering Committee**
- 5. Annual Reports:**  
**Academic Affairs: Devon Duhaney**  
**Curriculum Committee: Susan Lewis**  
**Graduate Council: Karen Bell**
- 6. Report of the Presiding Officer**  
**Questions and action items from the floor**
- 7. Unfinished business:**  
**BG&P and OC Resolution on Sustainability Committee (Fall 2009)**
- 8. New business**
- 9. Adjournment**

## Meeting of the Academic Senate

Minutes – May 1<sup>st</sup>, 2009

**Members present:** Jacqueline Andrews (Institutional Research), Carlos Aponte (Graduate School), Karen Bell (Graduate Council), Peter D.G. Brown (LA&S), Kerry Carso (F&PA), Shafiul Chowdhury (LA&S), Mary Beth Collier (Provost's Office), Thais B.P. daCunha (Education), Chris DeLape (BG&P), Francois Deschamps (F&PA), Jacqueline DiStefano (Finance & Administration), Devon Duhaney (Academic Affairs), Laura J. Dull (Education), David Eaton (Enrollment), Ghader Eftekhari (Engineering), Laurel M. Garrick Duhaney (Academic Affairs), Lisa Jones (Admissions), Mary L. Kahl (Organization Committee, LA&S, V.P. Academic Senate), Peter Kaufman (LA&S), Beth King (Career Resource Center), Jae Lee (Business), Susan Lewis (LA&S, Curriculum Committee), Johnathan Lewit (Computer Services), Bernadette Morris (Records & Registration), Lucien Mott (Academic Advising), Simin Mozayeni (Presiding Officer), Steven Poskanzer (President's Office), Spencer Salend (Education), Heather Whalen Smith (Library), Shelly Wright (President's Office)

The meeting was called to order at 3:16.

**1. Minutes.** The minutes for April 3<sup>rd</sup> 2009 were approved without corrections.

### **2. Announcements**

The Fall Open House will be held on October 10<sup>th</sup> and October 24<sup>th</sup>.

### **3. Report of the Provost**

The Provost was unable to attend.

### **4. Middle States Decennial Accreditation Self Study Plan**

The Vice President of Academic Affairs reported that the Middle States visit will be in Spring 2011. The steering committee has been established and every member of the steering committee chairs or co-chairs a working group based on one of the 14 Middle States standards. It was noted that there was broad representation across campus. Robert Snider, the Middle States liaison visited campus on April 27<sup>th</sup>.

### **5. Annual Reports:**

#### **A. Academic Affairs**

The academic affairs reported that in the last year they worked on Repeat Course Options, Academic Advising and SEI's. It was noted that Academic Affairs has not completed their work on SEI's at this point. The SEI's will eventually go online, allowing for changes to the instrument that are impossible or impractical in paper (i.e. randomized questions). It was noted that SEI's are just one tool of many to assess faculty teaching. See Appendices A for Academic Affairs' full report and draft SEI.

## **B. Curriculum Committee**

The curriculum committee reviewed: 24 new courses, 20 courses for GE III, 22 online courses, 8 program revisions, 3 program assessment plans, 2 writing intensive courses and 25 course revisions. The Curriculum Committee Annual Report (Appendices B & C) contains a detailed list.

## **C. Graduate Council**

The Graduate Council reports three new programs and fifteen new courses were approved at the graduate level. The council approved guidelines for master's thesis and changed the transfer credit policy. More details to this and other activities of the Graduate Council may be found in Appendix D.

## **6. Report of the Presiding Officer**

Faculty Elections - F&PA has finished faculty governance elections. The Presiding Officer has created Election Guidelines which are posted on the Faculty Governance Webpage under faculty governance documents. The Central Committees have a mixture of even year and odd year slots so that the entire committee is not replaced every other year. Over time, some schools have moved away from this and the Presiding Officer has suggested one year terms to balance this. There is only one nominee for University Senator.

Information is being gathered over the summer on the Sustainability Committee issue, as discussed at the previous Academic Senate meeting. The issue will be reintroduced to the Senate after more information on relevant issues are obtained.

The Presiding Officer is on the Middle States Committee and is co-chairing the working group for the fourth standard [Standard 4], Leadership and Governance. This includes both faculty governance and administration. The working group includes Mary Beth Collier, Mary Kahl, Rose Rudintski, Jan Hammond and SA President, Ben Olsen.

The incoming Provost will meet with the Executive Committee on May 19<sup>th</sup>.

**7. Unfinished Business:** BG&P and OC Resolution on Sustainability Committee (Fall 2009) Shelved to Fall 2009.

**8. New Business:** Election of University Senator.

Rose Rudnitski is currently running unopposed for the position of University Senator (her second term). As such, the following motion was put forth:

Given the uncontested election and as a onetime occurrence, this body elect by acclamation Rose Rudinski to serve a term of three years as our University Faculty Senator.

Concern that this may become a precedent was discussed. It was also stressed that this was due to the lack of other nominees for the position. The motion passed with one vote in opposition.

**9. Adjournment.** Meeting adjourned at 4:33 pm.

Respectfully submitted,  
Heather Whalen Smith

## **Appendix A**

Academic Affair Committee

Report for the Academic Year 2008-2009

### **Membership and Attendance:**

The committee suffered from vacancies in LA & S representation. 3 out of 5 slots remained vacant, and only one of the two elected LA & S representatives attended spring 2009 meetings. One student representative did not attend meetings, but the remaining two members were vocal, active, and indispensable members.

The Academic Affairs Committee deliberated this year on the following topics:

### **Repeat Course Option**

In response to a request from a faculty member, the Committee took up the question of whether grading policies could be changes so that students who had plagiarized would be prevented from exercising the repeat course option. We consulted with Provost Lavallee, who advised that

Departments would need to review Fs for plagiarism to see whether plagiarism was so severe that the department declines to have the student as a major;

There would have to be more consistency in giving out Fs for plagiarism and more departmental review of individual cases.

In short, we would need to have another level of review before we institute this policy affecting students' movements and major plans.

### **Academic Advising**

In response to a request from the Student Association, the Committee invited Ben Olsen to share students' concerns about Academic Advising. Ben reported that students would like to see some form of assessment on the quality of academic advising. We agreed to invite Jacqueline Andrews to an Academic Affairs meeting to hear about her work with focus groups. The Committee also recommends more consistent training for academic advisors and urges that deans and chairs prevent new advisors from becoming overloaded with advisees.

### **The SEI**

The Committee spent the vast majority of its time this year drafting revisions of the SEI instrument. This year, we focused almost entirely on how to make the SEI more informative and more useful to instructors. Our conception of a new instrument was informed by Jaqueline Andrews, who is working with Tim Roberson to design a summer session, pilot, online instrument; and by David Lavallee, who consulted with us about core questions that are useful to him. Below are the features of the new-instrument-in-progress. The committee had not completed work on the SEI at the close of its final semester meeting of April 29<sup>th</sup>.

### **Core questions**

The concept of core questions acknowledges that one function of the SEI is to flag any serious problems in instruction. Early in the spring, our thinking about the core questions represented criteria that we thought every instructor should meet. Our discussions focused on how to eliminate presuppositions in the questions—assumptions about good teaching that we felt not everyone might

agree to. The resulting questions were bland, but were meant to be supplemented by instructor-drafted questions. See **Addendum 1**: “Core Questions, version 1.” Our most recent “core” questions, however, are greater in number, reflecting requests that the SEI remain reasonably substantive and reasonably consistent for the purposes of personnel decisions, and that it offer some “subjective” criteria that students successfully lobbied to have added. See **Addendum 2**: “Revised Core Questions.”

## **Response Categories**

The revised response categories on the Revised Core Questions reflect comments from our constituents; discussions within the committee; discussions with Jackie Andrews; and discussions with Joel Lefkowitz and with Kit French, chairs of the central committees, respectively, on Salary Increase and on Reappointment, Tenure, and Promotion. To promote discussion, the Committee has drafted a variety of ways of asking questions and three different response categories. A few unresolved questions:

Is it statistically important to offer an odd number of response options?

Should all questions include either “Not Applicable” or “No Opinion” as an option?

Should the questions all be asked in the same format (e.g., as questions or as statements)?

Should all the questions require the same categories of response?

## **Instructor-Drafted or Instructor-Chosen Questions**

The Committee does not believe that any single instrument can capture the diversity of instructional aims and styles, but it believes that the SEI ought to enable instructors to make judgments about how to improve teaching. The committee thus encourages individual instructors to draft or choose questions that will be most meaningful to them. To that end, members met with their constituencies to hear responses to our proposed change in the way the SEI is used and to solicit sample questions for a bank from which some instructors might wish to choose questions. Sample questions from three schools are attached (**Addendums 3, 4, 5**). These are not meant to be prescriptive in any way. Rather, they individually or collectively 1) offer ideas; 2) suggest what one instructor might wish to know about a course he is teaching.

### **D. Student Signature**

After discussions with constituents and with David Lavalley, the Committee recommends removing the student signature from the student comment side of the instrument. Some students do not feel able to express themselves frankly while still adding their signature to their comments. It is our understanding that instructors would be able to share unsigned student comments as long as a revised SEI form makes it clear that student comments may be passed on to readers other than the instructor.

### **E. Endorsement of Pilot SEI for Summer 2009**

The Academic Affairs Committee has endorsed the proposed pilot of an online SEI for summer

session 2009. In so doing, we did not express a preference for an online over a paper instrument. Instead, we understand from our work with the Office of Institutional Research that should SUNY New Paltz decide to adopt an online SEI, we would first need to conduct a number of tests and pilots to ensure the design of a good and reliable online instrument. As Jackie points out, conducting the pilot during the summer is best because in the summer, experimental SEI surveys carry no consequences for faculty personnel decisions.

Submitted by Stella Deen  
Chair, Academic Affairs Committee 2008-2009

**Addendum 1: Academic Affairs Committee  
Core SEI Questions, version 1 [Draft January 2009]**

To the student: Your responses on the Student Evaluation of Instruction are very useful in helping your instructor understand your perceptions of this course and subsequently improving her or his teaching. Instructors value your responses. Please take your time to be reflective on this course and to provide feedback that will contribute toward continuous improvement in the teaching and learning process.

1. This is a required course for me.    Yes    No    Unsure
2. This course is in my major field of study?    Yes    No    Unsure
3. The objectives of the course were clearly stated on the syllabus.
4. The course covered the material described on the syllabus.
5. The syllabus clearly informed the students about how they would be evaluated.
6. The students had the opportunity to ask questions in this course.
7. Students' work/exams were returned within a reasonable time frame.
8. If I chose to visit the instructor during office hours, the instructor was present.

\_\_\_\_\_ ?  
Student Signature (not required).

**Addendum 2: Academic Affairs Committee SEI Revised Core Questions**

To the student: Your responses on the Student Evaluation of Instruction are very useful in helping your instructor understand your perceptions of this course and subsequently improving her or his teaching.

Instructors value your responses. Please take your time to be reflective on this course and to provide feedback that will contribute toward continuous improvement in the teaching and learning process.

1. Status of this course in your program (circle all that are appropriate):

Major	Required or Elective
Minor/concentration	Required or Elective
General Education	Required or Elective
Other	

2. What is your expected grade in this course? A B C D F

3. Describe how clearly the syllabus informed students about how they would be evaluated.

Excellent Good Average Weak Poor No Opinion

4. Describe how well the course covered the material described on the syllabus.

Excellent Good Average Weak Poor No Opinion

5. Describe how well the classroom instruction was organized.

Excellent Good Average Weak Poor No Opinion

6. The students had the opportunity to ask questions in this course.

Agree Somewhat Agree Undecided Somewhat Disagree Disagree No Opinion

7. Students' work/exams were returned within a reasonable time frame.

Agree Somewhat Agree Undecided Somewhat Disagree Disagree No Opinion

8. If I chose to visit the instructor during office hours, the instructor was helpful.

Agree Somewhat Agree Undecided Somewhat Disagree Disagree No Opinion



Did this course challenge you?

Very Much    Moderately    Average    A Little    Not At All    No Opinion

10. Did the course material engage your interest?

Very Much    Moderately    Average    A Little    Not At All    No Opinion

11. Describe how well the course contributed to making you a more educated person.

Excellent    Good    Average    Weak    Poor    No Opinion

## **Appendix B**

### Curriculum Committee Annual Report 2008-2009

During the 2008-09 school year, the curriculum committee met weekly, reviewing numerous course proposals and program revisions. There will be two additional meetings 4/29/09 and 5/6/09.

Totals as of 4/28/09:

New Courses – 24

Courses for General Education – 20

Online Courses - 22

Program Revisions – 8

Program Assessment Plans – 3

Writing Intensive Courses – 2

Minor Course Revisions – 25

By School :

#### Liberal Arts & Science

Program Revisions Passed –

Philosophy

German Studies

German Studies, Adolescent Ed

New Courses Passed –

HIS318 - History of Women in US-1880

GER314 - German Culture Through Film

GER315 - Multicultural Germany

SOC387 - Sociology of Sport

SOC318 - Sociology of Culture

BLK417 - The African Diaspora in World History

HIS378 - Latinos in the US

GEO330 - Geography of Soils

BLK221 - The Black Woman

New Courses/GEIII Passed –

SOC316 - Race & Ethnicity

HIS161 - Youth Culture in Europe

ANT216 - Language and Culture

HON375 - Alternate Epistemologies

Existing Course Approved for GEIII –

ANT214 - Cultural Anthropology

Courses Rejected for GEIII -

GER314 - German Culture Through Film

GER315 - Multicultural Germany

BLK417 - The African Diaspora in World History

BLK269 - Black Poetry & Drama

BLK396 - Black English: Language & Culture

Courses Passed for Writing Intensive –

CMD420 - Seminar in Communication Disorders

Online Courses Passed –

CMD312 - Intro to Communication Disorders

CMD407 - Speech Perception & Hearing Impairment

CMD417 - Audiology

CMM355 - Nonverbal Communication

CMM360 - Organizational Communication I  
ENG211 - Great Books: Asian Classics  
ENG331 - American Literature I  
GEO273 - Physical Geography  
HIS303 - Empire State  
NUR300 - Perspectives in Professional Socialization  
NUR315 - Business Environment of Nursing  
NUR445 - Pathophysiology  
NUR443 – Pharmacology  
PSY272 - Intro to Psychology  
PSY313 - Psych of Personality  
SOC407 - Organizations & Work

Minor Course Changes Reviewed –

ANT414 - Ritual Drama  
CMM221 - Intro to Advertising  
ECO305 - State and Local Public Finance  
ECO425 - Managerial Economics  
ENG160 - Composition I  
ENG180- Composition II  
ENG206 - General Honors English 2  
ENG226 - Practical Grammar  
PSY275 - Psychological Statistics  
PSY301 - Experimental Psychology  
PSY312 - Research Methods Laboratory  
PSY320 - Behavioral Modification: Principles & Procedures  
PSY407 - Evolutionary Psychology  
SOC220 - Social Inequality  
SOC350 - Intro to Human Services

Program Assessments Plans Passed –

Asian Studies  
Journalism

Science & Engineering

New Courses Passed –

GLG303 – Geomorphology

New Courses/GEIII Passed –

BIO119 - Inheritance  
BIO130 - Cancer Biology  
BIO135 - Evolution for Everyone  
BIO140 - Modern Biotechnology  
BIO150 - Insects and Human Society

Course Passed for Writing Intensive

GLG331 - Stratigraphy-Sedimentation

Minor Course Changes Reviewed –

GLG220-221 - Physical Geology  
GLG346 - Environmental Impact Assessment  
MAT251 - Calculus I  
MAT252 - Calculus II  
MAT353 - Calculus III

Business

Program Revisions Passed –

Business

Minor Course Changes Reviewed –

BUS368 - Intermediate Accounting I  
BUS371 - Concepts in Federal Income Taxation  
BUS373 - Cost Accounting  
BUS455 - Workplace Aggression & Counterproductive Behavior

Fine & Performing Arts

Program Revisions Passed –

Music - History & Literature Concentration  
Music - BS - Music Studies  
Music - Theory & Composition Concentration

Online Courses Passed –

ARH202 - Art of the Western World II  
MUS160 - History of Jazz  
MUS260 - History of Rock  
THE233 - Western Drama I

THE271 - Page to Stage: Dramatic Text an

Education

New Courses/GEIII Passed –

SED358 - Education Across Borders

**Appendix C**

**Curriculum**

**Committee -**

**Fall 08**

<b>Course/Program Name</b>	<b>Course #</b>	<b>Name</b>	<b>Action</b>	<b>Received</b>	<b>Reviewed</b>	<b>Passed</b>	<b>Rejected</b>
Philosophy Program			Revision	5/08	9/17/08	9/17/08	
German Studies Program			Revision	5/08	9/17/08	9/17/08	
Educational Studies	EDS103	US Drug & Education Policy	New	5/08	10/15/08	Withdrawn	
Communication Disorders	CMD420	Seminar in Communication Disorders	Writing Intensive	5/08	10/08/08	10/29/08	
Latin American Studies Program			Assessment	5/08	9/24/08		
Black Studies	BLK396	Black English: Language & Culture	GEIII	5/08	10/08/08	10/08/08	
Geology	GLG331	Stratigraphy-Sedimentation	Writing Intensive	5/08	10/15/08	10/15/08	

Geology	GLG303	Geomorphology	New	4/08	10/15/08	10/22/08
Math	MAT251	Calculus I	Minor	5/08	10/15/08	10/15/08
Math	MAT252	Calculus II	Minor	5/08	10/15/08	10/15/08
Math	MAT353	Calculus III	Minor	5/08	10/15/08	10/15/08
History	HIS318	History of Women in US-1880	New	5/08	10/15/08	10/15/08
Biology	BIO119	Inheritance	New/GEIII	9/08	10/22/08	10/29/08
Biology	BIO130	Cancer Biology	New/GEIII	9/08	10/22/08	10/22/08
Biology	BIO135	Evolution for Everyone	New/GEIII	9/08	10/22/08	10/22/08
Biology	BIO140	Modern Biotechnology	New/GEIII	9/08	10/29/08	10/29/08
Biology	BIO150	Insects and Human Society	New/GEIII	9/08	10/29/08	10/29/08
Economics	ECO305	State and Local Public Finance	Minor	9/08	10/29/08	10/29/08
Economics	ECO425	Managerial Economics	Minor	9/08	10/29/08	10/29/08
Psychology	PSY275	Psychological Statistics	Minor	9/08	10/29/08	10/29/08
Psychology	PSY301	Experimental Psychology	Minor	9/08	10/29/08	10/29/08
Psychology	PSY312	Research Methods Laboratory	Minor	9/08	10/29/08	10/29/08
Psychology	PSY320	Behavioral Modification : Principles &	Minor	9/08	10/29/08	10/29/08

		Procedures				
Psychology	PSY407	Evolutionary Psychology	Minor	9/08	10/29/08	10/29/08
Sociology	SOC220	Social Inequality	Minor	10/08	10/29/08	10/29/08
German Studies, Adolescent Ed	Program		Minor	10/08	10/29/08	10/29/08
Sociology	SOC350	Intro to Human Services	Minor	10/08	10/29/08	10/29/08
Music - History & Literature	Concentration		Revision	10/08	11/5/08	11/5/08
Music	BS - Music Stud		Revision	10/08	11/5/08	11/5/08
Music - Theory & Composition	Concentration		Revision	10/08	11/5/08	11/5/08
Art History	ARH202	Art of the Western World II	Online	10/08	11/5/08	12/03/08
Theatre Arts	THE271	Page to Stage: Dramatic Text and	Online	10/08	11/12/08	11/12/08
Journalism	Program		Assessment	10/08	11/12/08	11/12/08
Business	BUS368	Intermediate Accounting I	Minor	11/08	11/12/08	11/12/08
Business	BUS371	Concepts in Federal Income Taxation	Minor	11/08	11/12/08	11/12/08
Business	BUS373	Cost Accounting	Minor	11/08	11/12/08	11/12/08

		Workplace Aggression & Counterproductive Behavior	Minor	11/08	11/12/08	11/12/08
Business	BUS455		Minor	11/08	11/12/08	11/12/08
Business	Program		Minor	11/08	11/12/08	11/12/08
Anthropology	ANT414	Ritual Drama	Minor	11/08	12/3/08	12/3/08

**Spring 09**

Course/Program Name	Course #	Name	Action	Received	Reviewed	Passed	Rejected
Psychology	PSY313	Psych of Personality	Online	12/08	1/21/09	2/4/09	
Communication and Media	CMM355	Nonverbal Communication	Online	12/08	1/21/09	1/21/09	
Music	MUS160	History of Jazz	Online	12/08	2/4/09	3/11/09	
Music	MUS260	History of Rock	Online	12/08	2/4/09	3/11/09	
Communication Disorders	CMD312	Intro to Communication Disorders	Online	1/09	1/21/09	2/4/09	
Communication Disorders	CMD417	Audiology	Online	1/09	1/21/09	1/21/09	
Sociology	SOC407	Organization & Work	Online	1/09	1/21/09	1/21/09	
Political Science	POL340	African Politics	Online	1/09	2/4/09		
English	ENG211	Great Books: Asian Classics	Online	2/09	2/18/09	3/11/09	
English	ENG331	American	Online	2/09	2/18/09	2/25/09	



		Literature I					
Anthropology	ANT214	Cultural Anthropology	GEIII	12/08	2/18/09	2/18/09	
Nursing	Online Plan			12/08	2/18/09	2/18/09	
Nursing	NUR300	Perspectives in Professional Socialization	Online	12/08	2/18/09	2/18/09	
Nursing	NUR315	Business Environment of Nursing	Online	12/08	2/18/09	2/18/09	
Nursing	NUR445	Pathophysiology	Online	12/08	2/25/09	2/25/09	
Nursing	NUR443	Pharmacology	Online	12/08	2/25/09	2/25/09	
German	GER314	German Culture Through Film	New/GEIII	12/08	2/25/09	4/1/09	GE
German	GER315	Multicultural Germany	New/GEIII	12/08	2/25/09	4/1/09	GE
Sociology	SOC316	Race & Ethnicity	New/GEIII	1/09	2/25/09	3/11/09	
History	HIS161	Youth Culture in Europe	New/GEIII	12/08	2/25/09	2/25/09	
Asian Studies	Program		Assessment	12/08	3/4/09	3/4/09	
Psychology	PSY272	Intro to Psychology	Online	3/09	3/4/09	3/4/09	
Sociology	SOC387	Soc of Sport	New	12/08	3/4/09	3/11/09	
Sociology	SOC276	Social Problems in Global Context	GEIII	12/08	4/8/09		

Geography	GEO272	People- Environment Relations	New/GEIII	12/08	4/8/09		
Secondary Education	SED358	Education Across Borders	New/GEIII	12/08	4/15/09	4/15/09	
Sociology	SOC318	Sociology of Culture	New	12/08	4/22/09	4/22/09	
Anthropolog y	ANT216	Language and Culture	New/GEIII	12/08	3/4/09	3/4/09	
Black Studies	BLK417	The African Diaspora in World History	New/GEIII	12/08	4/22/09	4/22/09	GE
Linguistics	LIN355	Syntax	New/GEIII	12/08	4/1/09		
Geography	GEO310	Gender & Environment	New/GEIII	12/08	4/22/09		
Communicat ion and Media	CMM360	Organization al Communicat ion I	Online	3/09	3/11/09	4/1/09	
History	HIS378	Latinos in the US	New	12/08	3/25/09	3/25/09	
Geography	GEO273	Physical Geography	Online	3/09	3/25/09	4/1/09	
Communicat ion Disorders	CMD407	Speech Perception & Hearing Impairment	Online	3/09	3/25/09	3/25/09	
Theater	THE233	Western Drama I	Online	3/09	3/25/09	4/1/09	
Linguistics	Program		Revision	1/09	4/15/09		
Geography	GEO330	Geography of Soils	New	1/09	4/15/09	4/15/09	
Honors	HON375	Alternate Epistemologi	New/GEIII	1/09	4/22/09	4/22/09	

		es				
Black Studies	BLK269	Black Poetry & Drama	GEIII	2/09	4/15/09	4/15/09
Black Studies	BLK221	The Black Woman	New	3/09	3/25/09	3/25/09
History	HIS303	Empire State Online		4/09	4/1/09	4/1/09
English	ENG160	Composition I	Minor	4/09	4/8/09	4/8/09
English	ENG180	Composition II	Minor	4/09	4/8/09	4/8/09
Geology	GLG220-221	Physical Geology	Minor	4/09	4/8/09	4/8/09
Geology	GLG346	Environment al Impact Assessment	Minor	4/09	4/8/09	4/15/09
English	ENG206	General Honors English 2	Minor	4/09	4/8/090	4/8/09
Communicat ion and Media	CMM221	Intro to Advertising	Minor	4/09	4/8/09	4/8/09
English	ENG226	Practical Grammar	Minor	4/09	4/8/09	4/8/09
Business	BUS458	Entrepreneu rship & Business Planning	New	4/09		
Honors	HON372	US Drug Education & Policy	New	4/09		
Art Studio	ARS317	Ceramics Seminar	Minor	4/09		
History	HIS331	American Nationalisms	New	1/09		

Computer Science	CPS315	Computer Science III	New	2/09
Computer Science	CPS415	Discrete & Continuous Computer Algorithms	New	2/09
Computer Science	CPS425	Language Processing	New	2/09
Computer Science	CPS441	Database Principles II	New	2/09
Computer Science	CPS471	Computer Communicat ion Networks II	New	2/09
History	HIS243	Middle East to 1798	New/GEIII	12/08
History	HIS244	Middle East since 1798	New/GEIII	12/08

**Appendix D**

**Report of the Graduate Council**  
**Academic Year 2008-09**  
**May 1, 2009**

**Program Approvals**

M.S. in School Counseling (295)

M.S. in Communications Disorders, Speech Language Pathology Concentration (090S)

M.S. in Communications Disorders, Disabilities Concentration (090I)

**Course Approvals**

GLG509 Water Resources Management

SPE 798 Young Children with Disabilities

COU590 Thesis

COU781 Ethics and Professional Orientation: SC Internship 1

COU782 Ethics and Professional Orientation: SC Internship 2

SPE753 Practicum in Early Childhood Special Education

SED565 World History Institute

COU585 Contemporary Issues in Counseling (online course)

EDS549 Issues in Literacy for Diverse Learners (online course)

XXX599 Comprehensive Exam Workshop

CMD520 Augmentative Communication Systems

CMD525 Advanced Diagnosis Speech-Language Disorders

CMD526 Diagnostic Practicum in Speech-Language Pathology

CMD534 Foundations of Language 2

CMD553 Research Practicum

**Events**

Graduate Coordinators and Advisors Brunch: November 12, 2008

Graduate School Open House: February 19, 2009

**Graduate Student Issues/Grading Policies**

The Graduate Students' Association is now an officially recognized campus club with by-laws.

Mert Sanivar, Chris Vivas, and Kierstin Egge are the officers.

Replace Course Grading Option

The replace course grading option will be in effect and will be calculated into the GPA. All courses will still appear on the transcript. A written request must be made to the Dean of the Graduate School for

the Replace Course Grading Option. The second grade will always replace the original grade regardless of whether it is higher or lower, if a graduate student requests to use the replace option. The policy will allow only one course replacement. More than one course can be repeated, but only one can be replaced.

#### Satisfactory/Fail Grading Option

The S/F option (formerly listed as the S/U Option) may be granted once for graduate students who wish to take an undergraduate course outside of their discipline, but only with the permission of the Dean of the Graduate School. Graduate students may not elect the S/F Option for graduate classes.

#### General Thesis Guidelines

After considerable work during the 2007-08 academic year, in Sept. 2008 the Council approved a set of general guidelines for the completion of a master's thesis. These guidelines are consistent with all departments that currently require/offer thesis credit.

#### Transfer Credit Policy

Change in policy to the following:

*Graduate students are only eligible to receive transfer credits for courses in which they earned a grade of "B" or better.*

This policy is consistent with other institutions and insures that students who enter with transfer courses start with the status of "good standing." This policy prevents students, particularly those who have taken courses at New Paltz as non-matriculated graduate students, from being penalized. When a student matriculates into New Paltz with credits taken as a non-matriculated student, the credits are considered transfer credits. For these students, the grade is transferred along with the credit.

#### Graduate School General Admissions Policy

The graduate faculty met on November 21, 2008 to discuss some general standards for admission to New Paltz graduate programs. Currently standardized tests, such as the GRE, GMAT, and MAT, are used to supplement the applications of those with undergraduate GPAs that are marginal (2.8-2.99).

No students should be admitted to graduate programs, if they do not meet stated program requirements. If we ever got audited, we would have to show documented rationales for exceptions. This policy is consistent with other college policies. At New Paltz, if a student wants to return for another undergraduate degree, undergraduate admissions require a GPA of 2.75 and will accept 90 credits in transfer. Departments, schools, and programs have been asked to develop policies for the review of marginal applicants. Continuation of the discussion will be held on Friday, May 8, 2009, 1:00-2:30 pm in CSB110. Please encourage interested parties to attend this meeting. If anyone wishes to submit ideas/proposals and is unable to attend, submissions may be made to Karen Bell at [HYPERLINK "mailto:bellk@newpaltz.edu" bellk@newpaltz.edu](mailto:bellk@newpaltz.edu) and she will read the comments to the group and they will be included in the notes from the meeting.

#### Comprehensive Exam Policy

Students in master's programs requiring a Comprehensive Exam must obtain approval from their graduate program director or department chair to take the exam. If approval is granted, they must

register for the Comprehensive Exam Workshop (XXX599), a zero-credit (no fee) course. Students are permitted to register for this course only once, and those who do not pass the exam on the first attempt must register for one credit of Continued Registration (XXX799) in each subsequent semester until the exam is passed, they are prevented from registering, or have maximized the seven years they are allowed for the completion of their master's degree.

### **Research and Creative Projects Award**

Application documents have been updated and simplified by adding a check list to insure that all applications are complete. The Council agreed to have two subcommittees, one to review applications in fall and the other to review applications in spring. The annual review process previously completed in fall was a problem for students who wished to attend conferences during the spring or summer.

### **Online and Blended Course Guidelines for Approval and Assessment**

A consulting group was established to provide input to the Council about online course offerings. Using the Curriculum Committee's assessment form as a basis, the Council is in the process of developing a set of guidelines for the assessment and delivery of online and blended courses. Some of the highlights of these new guidelines are the inclusion of multimedia as a requirement, a definition of blended courses and their contact hours, and assessment rubrics for the evaluation of online discussions.

### **Frequently Asked Questions Web Page**

The Council is currently in the process of creating a FAQ page to be added to the Graduate School website. Program coordinators are requested to submit questions and their answers to Vika Shock for inclusion on this website.

### **New Graduate School Forms**

The Council approved a number of new forms for the Graduate School which are available online ( [HYPERLINK "http://www.newpaltz.edu/graduate/forms.html"](http://www.newpaltz.edu/graduate/forms.html) [www.newpaltz.edu/graduate/forms.html](http://www.newpaltz.edu/graduate/forms.html)) and in the Graduate School office.

Deferral of Matriculation

Graduate School Leave of Absence/Withdrawal from College

Graduate Transfer Credit Request

Non-matriculated Student Waiver

Request for Extension of Time

Waiver for the Release of Information

Curriculum Committee  
Annual Report  
2008-2009

During the 2008-09 school year, the curriculum committee met weekly, reviewing numerous course proposals and program revisions. There will be two additional meetings 4/29/09 and 5/6/09.  
Totals as of 4/28/09:

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Program Revisions – 8  
Program Assessment Plans – 3  
Writing Intensive Courses – 2  
Minor Course Revisions – 25

By School :

Liberal Arts & Science

Program Revisions Passed –  
    Philosophy  
    German Studies  
    German Studies, Adolescent Ed

New Courses Passed –  
    HIS318 - History of Women in US-1880  
    GER314 - German Culture Through Film  
    GER315 - Multicultural Germany  
    SOC387 - Sociology of Sport  
    SOC318 - Sociology of Culture  
    BLK417 - The African Diaspora in World History  
    HIS378 - Latinos in the US  
    GEO330 - Geography of Soils  
    BLK221 - The Black Woman

New Courses/GEIII Passed –  
    SOC316 - Race & Ethnicity



HIS161 - Youth Culture in Europe  
ANT216 - Language and Culture  
HON375 - Alternate Epistemologies

Existing Course Approved for GEIII –  
ANT214 - Cultural Anthropology

Courses Rejected for GEIII -  
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GER315 - Multicultural Germany  
BLK417 - The African Diaspora in World History  
BLK269 - Black Poetry & Drama  
BLK396 - Black English: Language & Culture

Courses Passed for Writing Intensive –  
CMD420 - Seminar in Communication Disorders

Online Courses Passed –  
CMD312 - Intro to Communication Disorders  
CMD407 - Speech Perception & Hearing Impairment  
CMD417 - Audiology  
CMM355 - Nonverbal Communication  
CMM360 - Organizational Communication I  
ENG211 - Great Books: Asian Classics  
ENG331 - American Literature I  
GEO273 - Physical Geography  
HIS303 - Empire State  
NUR300 - Perspectives in Professional Socialization  
NUR315 - Business Environment of Nursing  
NUR445 - Pathophysiology  
NUR443 – Pharmacology  
PSY272 - Intro to Psychology  
PSY313 - Psych of Personality  
SOC407 - Organizations & Work

Minor Course Changes Reviewed –  
ANT414 - Ritual Drama

CMM221 - Intro to Advertising  
ECO305 - State and Local Public Finance  
ECO425 - Managerial Economics  
ENG160 - Composition I  
ENG180- Composition II  
ENG206 - General Honors English 2  
ENG226 - Practical Grammar  
PSY275 - Psychological Statistics  
PSY301 - Experimental Psychology  
PSY312 - Research Methods Laboratory  
PSY320 - Behavioral Modification: Principles & Procedures  
PSY407 - Evolutionary Psychology  
SOC220 - Social Inequality  
SOC350 - Intro to Human Services

Program Assessments Plans Passed –

Asian Studies  
Journalism

Science & Engineering

New Courses Passed –

GLG303 – Geomorphology

New Courses/GEIII Passed –

BIO119 - Inheritance  
BIO130 - Cancer Biology  
BIO135 - Evolution for Everyone  
BIO140 - Modern Biotechnology  
BIO150 - Insects and Human Society

Course Passed for Writing Intensive

GLG331 - Stratigraphy-Sedimentation

Minor Course Changes Reviewed –

GLG220-221 - Physical Geology  
GLG346 - Environmental Impact Assessment  
MAT251 - Calculus I  
MAT252 - Calculus II

MAT353 - Calculus III

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Program Revisions Passed –

Business

Minor Course Changes Reviewed –

BUS368 - Intermediate Accounting I

BUS371 - Concepts in Federal Income Taxation

BUS373 - Cost Accounting

BUS455 - Workplace Aggression & Counterproductive Behavior

Fine & Performing Arts

Program Revisions Passed –

Music - History & Literature Concentration

Music - BS - Music Studies

Music - Theory & Composition Concentration

Online Courses Passed –

ARH202 - Art of the Western World II

MUS160 - History of Jazz

MUS260 - History of Rock

THE233 - Western Drama I

THE271 - Page to Stage: Dramatic Text an

Education

New Courses/GEIII Passed –

SED358 - Education Across Borders

## **Report of the Graduate Council**

**Academic Year 2008-09**

**May 1, 2009**

### **Program Approvals**

M.S. in School Counseling (295)

M.S. in Communications Disorders, Speech Language Pathology Concentration (090S)

M.S. in Communications Disorders, Disabilities Concentration (090I)

### **Course Approvals**

GLG509 Water Resources Management

SPE 798 Young Children with Disabilities

COU590 Thesis

COU781 Ethics and Professional Orientation: SC Internship 1

COU782 Ethics and Professional Orientation: SC Internship 2

SPE753 Practicum in Early Childhood Special Education

SED565 World History Institute

COU585 Contemporary Issues in Counseling (online course)

EDS549 Issues in Literacy for Diverse Learners (online course)

XXX599 Comprehensive Exam Workshop

CMD520 Augmentative Communication Systems

CMD525 Advanced Diagnosis Speech-Language Disorders

CMD526 Diagnostic Practicum in Speech-Language Pathology

CMD534 Foundations of Language 2

CMD553 Research Practicum

## Events

Graduate Coordinators and Advisors Brunch: November 12, 2008

Graduate School Open House: February 19, 2009

## Graduate Student Issues/Grading Policies

- The Graduate Students' Association is now an officially recognized campus club with by-laws. Mert Sanivar, Chris Vivas, and Kierstin Egge are the officers.
- Replace Course Grading Option  
The replace course grading option will be in effect and will be calculated into the GPA. All courses will still appear on the transcript. A written request must be made to the Dean of the Graduate School for the Replace Course Grading Option. The second grade will always replace the original grade regardless of whether it is higher or lower, if a graduate student requests to use the replace option. The policy will allow only one course replacement. More than one course can be repeated, but only one can be replaced.
- Satisfactory/Fail Grading Option  
The S/F option (formerly listed as the S/U Option) may be granted once for graduate students who wish to take an undergraduate course outside of their discipline, but only with the permission of the Dean of the Graduate School. Graduate students may not elect the S/F Option for graduate classes.

## General Thesis Guidelines

After considerable work during the 2007-08 academic year, in Sept. 2008 the Council approved a set of general guidelines for the completion of a master's thesis. These guidelines are consistent with all departments that currently require/offer thesis credit.

## Transfer Credit Policy

Change in policy to the following:

*Graduate students are only eligible to receive transfer credits for courses in which they earned a grade of "B" or better.*

This policy is consistent with other institutions and insures that students who enter with transfer courses start with the status of "good standing." This policy prevents students, particularly those who have taken courses at New Paltz as non-matriculated graduate students, from being penalized. When a student matriculates into New Paltz with credits taken as a non-matriculated student, the credits are considered transfer credits. For these students, the grade is transferred along with the credit.

## **Graduate School General Admissions Policy**

The graduate faculty met on November 21, 2008 to discuss some general standards for admission to New Paltz graduate programs. Currently standardized tests, such as the GRE, GMAT, and MAT, are used to supplement the applications of those with undergraduate GPAs that are marginal (2.8-2.99).

No students should be admitted to graduate programs, if they do not meet stated program requirements. If we ever got audited, we would have to show documented rationales for exceptions. This policy is consistent with other college policies. At New Paltz, if a student wants to return for another undergraduate degree, undergraduate admissions require a GPA of 2.75 and will accept 90 credits in transfer. Departments, schools, and programs have been asked to develop policies for the review of marginal applicants. Continuation of the discussion will be held on Friday, May 8, 2009, 1:00-2:30 pm in CSB110. Please encourage interested parties to attend this meeting. If anyone wishes to submit ideas/proposals and is unable to attend, submissions may be made to Karen Bell at [bellk@newpaltz.edu](mailto:bellk@newpaltz.edu) and she will read the comments to the group and they will be included in the notes from the meeting.

## **Comprehensive Exam Policy**

Students in master's programs requiring a Comprehensive Exam must obtain approval from their graduate program director or department chair to take the exam. If approval is granted, they must register for the Comprehensive Exam Workshop (XXX599), a zero-credit (no fee) course. Students are permitted to register for this course only once, and those who do not pass the exam on the first attempt must register for one credit of Continued Registration (XXX799) in each subsequent semester until the exam is passed, they are prevented from registering, or have maximized the seven years they are allowed for the completion of their master's degree.

## **Research and Creative Projects Award**

Application documents have been updated and simplified by adding a check list to insure that all applications are complete. The Council agreed to have two subcommittees, one to review applications in fall and the other to review applications in spring. The annual review process previously completed in fall was a problem for students who wished to attend conferences during the spring or summer.

## **Online and Blended Course Guidelines for Approval and Assessment**

A consulting group was established to provide input to the Council about online course offerings. Using the Curriculum Committee's assessment form as a basis, the Council is in the process of developing a set of guidelines for the assessment and delivery of online and blended courses. Some of the highlights of

these new guidelines are the inclusion of multimedia as a requirement, a definition of blended courses and their contact hours, and assessment rubrics for the evaluation of online discussions.

### **Frequently Asked Questions Web Page**

The Council is currently in the process of creating a FAQ page to be added to the Graduate School website. Program coordinators are requested to submit questions and their answers to Vika Shock for inclusion on this website.

### **New Graduate School Forms**

The Council approved a number of new forms for the Graduate School which are available online ([www.newpaltz.edu/graduate/forms.html](http://www.newpaltz.edu/graduate/forms.html)) and in the Graduate School office.

- Deferral of Matriculation
- Graduate School Leave of Absence/Withdrawal from College
- Graduate Transfer Credit Request
- Non-matriculated Student Waiver
- Request for Extension of Time
- Waiver for the Release of Information

**Curriculum Committee - Fall****08**

<b>Course/Program Name</b>	<b>Course #</b>	<b>Name</b>	<b>Action</b>
Philosophy	Program		Revision
German Studies	Program		Revision
Educational Studies	EDS103	US Drug & Education Policy	New Writing
Communication Disorders	CMD420	Seminar in Communication Disorders	Intensive
Latin American Studies	Program		Assessment
Black Studies	BLK396	Black English: Language & Culture	GEIII Writing
Geology	GLG331	Stratigraphy-Sedimentation	Intensive
Geology	GLG303	Geomorphology	New
Math	MAT251	Calculus I	Minor
Math	MAT252	Calculus II	Minor
Math	MAT353	Calculus III	Minor
History	HIS318	History of Women in US-1880	New
Biology	BIO119	Inheritance	New/GEIII
Biology	BIO130	Cancer Biology	New/GEIII
Biology	BIO135	Evolution for Everyone	New/GEIII
Biology	BIO140	Modern Biotechnology	New/GEIII
Biology	BIO150	Insects and Human Society	New/GEIII
Economics	ECO305	State and Local Public Finance	Minor
Economics	ECO425	Managerial Economics	Minor
Psychology	PSY275	Psychological Statistics	Minor
Psychology	PSY301	Experimental Psychology	Minor
Psychology	PSY312	Research Methods Laboratory	Minor
Psychology	PSY320	Behavioral Modification: Principles & Procedures	Minor
Psychology	PSY407	Evolutionary Psychology	Minor
Sociology	SOC220	Social Inequality	Minor
German Studies, Adolescent Ed	Program		Minor
Sociology	SOC350	Intro to Human Services	Minor
Music - History & Literature	Concentration BS - Mus		Revision
Music	Stud		Revision
Music - Theory & Composition	Concentration		Revision
Art History	ARH202	Art of the Western World II	Online
Theatre Arts	THE271	Page to Stage: Dramatic Text an	Online
Journalism	Program		Assessment
Business	BUS368	Intermediate Accounting I	Minor
Business	BUS371	Concepts in Federal Income Taxation	Minor
Business	BUS373	Cost Accounting	Minor
Business	BUS455	Workplace Aggression & Counterproductive Behavior	Minor
Business	Program		Minor
Anthropology	ANT414	Ritual Drama	Minor



**Spring 09**

<b>Course/Program Name</b>	<b>Course #</b>	<b>Name</b>	<b>Action</b>
Psychology	PSY313	Psych of Personality	Online
Communication and Media	CMM355	Nonverbal Communication	Online
Music	MUS160	History of Jazz	Online
Music	MUS260	History of Rock	Online
Communication Disorders	CMD312	Intro to Communication Disorders	Online
Communication Disorders	CMD417	Audiology	Online
Sociology	SOC407	Organizations & Work	Online
Political Science	POL340	African Politics	Online
English	ENG211	Great Books: Asian Classics	Online
English	ENG331	American Literature I	Online
Anthropology	ANT214	Cultural Anthropology	GEIII
Nursing	Online Plan		
Nursing	NUR300	Perspectives in Professional Socialization	Online
Nursing	NUR315	Business Environment of Nursing	Online
Nursing	NUR445	Pathophysiology	Online
Nursing	NUR443	Pharmacology	Online
German	GER314	German Culture Through Film	New/GEIII
German	GER315	Multicultural Germany	New/GEIII
Sociology	SOC316	Race & Ethnicity	New/GEIII
History	HIS161	Youth Culture in Europe	New/GEIII
Asian Studies	Program		Assessment
Psychology	PSY272	Intro to Psychology	Online
Sociology	SOC387	Soc of Sport	New
Sociology	SOC276	Social Problems in Global Context	GEIII
Geography	GEO272	People-Environment Relations	New/GEIII
Secondary Education	SED358	Education Across Borders	New/GEIII
Sociology	SOC318	Sociology of Culture	New
Anthropology	ANT216	Language and Culture	New/GEIII
Black Studies	BLK417	The African Diaspora in World History	New/GEIII
Linguistics	LIN355	Syntax	New/GEIII
Geography	GEO310	Gender & Environment	New/GEIII
Communication and Media	CMM360	Organizational Communication I	Online
History	HIS378	Latinos in the US	New
Geography	GEO273	Physical Geography	Online
Communication Disorders	CMD407	Speech Perception & Hearing Impairment	Online
Theater	THE233	Western Drama I	Online
Linguistics	Program		Revision
Geography	GEO330	Geography of Soils	New
Honors	HON375	Alternate Epistemologies	New/GEIII
Black Studies	BLK269	Black Poetry & Drama	GEIII
Black Studies	BLK221	The Black Woman	New
History	HIS303	Empire State	Online
English	ENG160	Composition I	Minor
English	ENG180	Composition II	Minor
Geology	GLG220-221	Physical Geology	Minor
Geology	GLG346	Environmental Impact Assessment	Minor
English	ENG206	General Honors English 2	Minor
Communication and Media	CMM221	Intro to Advertising	Minor

English	ENG226	Practical Grammar	Minor
Business	BUS458	Entrepreneurship & Business Planning	New
Honors	HON372	US Drug Education & Policy	New
Art Studio	ARS317	Ceramics Seminar	Minor
History	HIS331	American Nationalisms	New
Computer Science	CPS315	Computer Science III	New
Computer Science	CPS415	Discrete & Continuous Computer Algorithms	New
Computer Science	CPS425	Language Processing	New
Computer Science	CPS441	Database Principles II	New
Computer Science	CPS471	Computer Communication Networks II	New
History	HIS243	Middle East to 1798	New/GEIII
History	HIS244	Middle East since 1798	New/GEIII