

MINUTES  
Graduate Studies Committee  
November 22, 2010

Present: Dean Eldridge; Professors, DeSimone, Lebbon, Smith Gabig; Ms. Worth, Director of Graduate Studies and guest Professor Joye Smith

- Prof. DeSimone called the meeting to order at 11 a.m.
- The committee approved the minutes from the meeting of October 20, 2010.
- The committee revisited the discussion from the October meeting, regarding inaccuracies of Lehman's various sources of program information (e.g., online bulletin, SIMS, New York state records). Ms. Worth suggested that the committee more closely track our minutes with the Provost's Reports (Chancellor's reports), to ensure that the approved changes are being submitted.
- The committee also discussed the limitations of SIMS (e.g., students are not allowed to matriculate into two programs at once.) It is our understanding that this is a Lehman policy only and is mainly because SIMS does not allow dual program coding. The committee believes that this is problematic, since there are cases where students can and should be allowed to matriculate into dual programs. At this time, the committee agreed that there was nothing that could be done, if indeed, this is a SIMS issue. Once CUNY FIRST is implemented fully, the committee is hoping that this policy will change.
- Another issue raised was when - or rather if - students' records are ever officially closed out if they simply drop out of a program for a long period of time. For example, it is the committee's understanding that if a student drops out of a program, and after five years or longer, decides to return, his/her prior courses are still listed in the student's active program file and still count in his/her GPA. It appears that the only way a student is officially closed out of a program is when he/she graduates. The committee agreed that there should be a specific time period when these courses are moved into a "non-program file" for each student. Ms. Worth said she would write up a policy on this issue, which the committee could review at a later meeting. Before approving any policy, the committee wants to make sure there are no implications for moving a student's coursework into a non-program file.
- In the absence of a quorum, the committee agreed to send the following proposals to the Senate for approval:

Department of Middle and High School Education

- Changes to the Advanced Certificate - Bilingual Extension



- New Advanced Certificate - Bilingual Extension for Intensive Teacher Institute
- New Advanced Certificate - Middle School Extension, grades 5-6

Department of Early Childhood and Childhood Education

- Change in course descriptions and prerequisites for the following courses: EDC 738; EDC 739; EDE/EDC 727; EDE 738; EDE 739; and EDC/EDE 727.
- The meeting adjourned at 12:10 p.m.
  - The next meeting of the graduate studies committee is Wednesday, February 9, 2011, at 11 a.m. in Carman, B33A.
  - Let it be noted that although Professors Bullaro and Kelly were not able to attend the meeting, they did provide Prof. DeSimone with constructive feedback on the proposals.

Respectfully submitted,



Janet R. DeSimone, Chair