

MINUTES
Graduate Studies Committee
December 14, 2011

Present: Dean Fayne; Professors Brown; DeSimone, Georges, Lebbon; Peloso; and Ms. Worth, Director of Graduate Studies; Guest: Prof. Levitt

- Prof. DeSimone called the meeting to order at 10 a.m.
- The committee approved the minutes from the meeting of November 16, 2011.
- In the absence of a quorum, the committee agreed to send the following proposals to the Senate for approval:

Department of Health Sciences

- New Advanced Certificate in Applied Research Methods in Public Health
- Change in degree requirements for M.A. Program in Health Education and Promotion
- Change in degree requirements for M.S.Ed Program in Recreation

Department of Mathematics and Computer Science

- Changes to M.A. Program for Secondary School Teachers of Mathematics

Office of Graduate Studies

- Changes to the following policies: “Transfer of Credit” and “Incomplete Grades.” Graduate faculty was asked for feedback, on numerous occasions, prior to revising these policies.
- The committee decided to hold back a proposal for an addition of two new concentrations in creative writing submitted by the Department of English. The committee had some questions and issues that needed to be addressed further, so we decided to speak with the chairperson first and review again at our February meeting.
- The committee discussed one informational item, which will be brought to the Senate:
 - Department of Physics and Astronomy
 - Experimental course: PHY 606 - Astrophysics
- Lastly, the chair of the graduate studies committee thanked Prof. Levitt for making a consistent effort to always have proposals in the proper format and for attending meetings, when her departmental proposals are discussed, which makes the curriculum revision and approval processes much faster and more collaborative.
- The meeting adjourned at 11 a.m.

Respectfully submitted,

Janet R. DeSimone, Chair