Central Connecticut State University (CCSU) > **Grad Studies Subcommittee**

TO: Members of the Graduate Studies Curriculum Subcommittee FROM: Carlotta Parr, Chair   832-3317; parrc@ccsu.edu
SUBJ: Minutes of the meeting held on February 16, 2012, Meeting at 2:30 in RVAC 466
--- Members in Attendance: Carlotta Parr,
Chair (Music); Oscar Perdomo (Math); Eric Leonidas (English); William R. Nelson (Special Education); Basile Panoutsopoulos
(Computer Elect. & Graphics Tech.); Eleanor Thornton (Design); Don Adams (Chair, Curriculum Committee)
I. II.
Minutes of October 20, 2011: Approved
NEW BUSINESS
A.   The committee approved as amended the following course revisions from the English Department (Stephen Cohen,
Representative). The revisions are described below.
English
1.
Undergraduate/Graduate Course Revision: ENG
  448:
ENG 448: Advanced Studies in American Literature   3
Approved as Amended
[AS][GS]
Prereq.: ENG 398, or permission of instructor for non-majors; or Graduate Standing. Topics in American literature, with a focus
on individual authors, literary theory/method, or other specialized subjects. Attention to literary criticism, interpretation, and
research. May be taken under different topics for a maximum of 6 credits. Cross listed with AMS 448. No credit given to students
with credit for AMS 448. [GR]
2.
Undergraduate/Graduate Course Revision: ENG
  458:
ENG 458   Advanced Studies in British Literature   3
Approved as Amended
[AS][GS]
ENG 458   Advanced Studies in British Literature   3
Prereq.: ENG 398, or permission of instructor for non-majors; or Graduate Standing. Topics in British literature, with a focus on
individual authors, literary theory/method, or other specialized subjects. Attention to literary criticism, interpretation, and
research. May be taken under different topics for a maximum of 6 credits. [GR]
3.
Undergraduate/Graduate Course Revision: ENG 488:
ENG 488   Advanced Studies in World Literature   3
Approved as Amended
[AS][GS]
ENG 488   Advanced Studies in World Literature   3 Prereq.: ENG 398, or permission of instructor for non-majors; or Graduate
Standing. Topics in World literature, with a focus on individual authors, literary theory/method, or other specialized subjects.
Attention to literary criticism, interpretation, and research. May be taken under different topics for a maximum of 6 credits. [I]
[GR]
4.
Undergraduate/Graduate Course Revisions
Approved as Amended
[AS][GS]
Change prerequisites to make ENG 398 a prerequisite for all 400-level courses
Change the prerequisites of all the following courses to: "Prereq.: ENG 398, or permission of instructor for non-majors; or
Graduate Standing." ENG 445, 448, 449, 450, 451, 458, 461, 462, 463, 464, 470, 474, 475, 476, 477, 478, 480, 486, 487, 488

B.   The committee discussed the following Proposal for a single yearly catalog (Don Adams, Chair of University Curriculum
Committee). The comments raise by committee member are as follows.
1. 2. 3.
Some members did not feel a need for printing copies of the catalog. Other member felt a need for printing copies of the catalog.
The suggestion was made to have the catalog in PDF format so it could be printed by those who wanted a hard copy.

Proposal for a single yearly catalog [all subcommittees]:
The Faculty requests that the Office of Marketing and Communications re-design the CCSU Graduate and Undergraduate
Catalogs in the following five ways.
(1) Eliminate dangerous duplications where the catalog might give outdated or contradictory information to students. Instead, the
catalog should merely provide links to websites that are updated in a timely fashion by the appropriate key officers. This applies
especially, though not exclusively, to information regarding Admissions, Financial Aid and the Bursar. Consult with each
department or office affected before deleting information from the catalog.

(2) Re-design the online catalog, optimizing the layout so the content is native to a web browser. The
  primary goal of the re-design should be to make easily accessible the information that advisors and students need. Through the
Curriculum Committee, consult with the Faculty and with CACE on the effectiveness of the new design.
(3) While keeping absolutely clear the distinction between Graduate and Undergraduate programs, as well as the distinction
between Graduate and Undergraduate courses, produce one unified CCSU catalog instead of separate, and possibly conflicting,
Graduate and Undergraduate catalogs. The target date for going live should be June 1 of every year. An archive of earlier
catalogs should be easily accessible, but the main link to the CCSU catalog should take users directly to the current catalog.
(4) Work with the Chair of the Curriculum Committee to develop a process by which corrections are made and checked for
accuracy through the academic year instead of all at once, as was necessary in the proofreading process prior to a print run.
(5) Continue looking for inexpensive ways to print a small number of copies of the Graduate and Undergraduate catalogs for
advisors, Department Chairs and Dean's Offices.
The meeting adjourned a 3:30 p.m.