

CENTRAL CONNECTICUT STATE UNIVERSITY

Senate Motion Number FS-05-17-3-B

University Senate Motion

17-3-B

TO: President Richard Judd  
FROM: President of the University Senate

1. The attached motion of the University Senate, dealing with  
GRADUATE Studies Report  
is presented to you for your consideration. Two additional copies are included for your use.

2. This motion was adopted by the University Senate on 5/17/04

3. After considering this motion, please indicate your action on this form, and return it together with the original copy to the President of the University Senate.

4. Under the By-Laws of the University Senate, Section 3.8, the following schedule of action is to be observed.

a) By 5/21/04, Senate action reported to the President of University.  
(Date)

(Within five school days of the session in which they are adopted).

b) By 6/20/04, President of the University to return the motion to the  
(Date)

President of the Senate. (Within 10 school days of its receipt).

6/16/04 [Signature]  
(Date) President, University Senate

ENDORSEMENT:

TO: President of the University Senate

FROM: President Richard Judd

1. Motion Approved [Signature]

2. Motion Disapproved \_\_\_\_\_  
(Explanatory statement must be appended)

3. Action "is deferred" \_\_\_\_\_

4. Resolution Noted \_\_\_\_\_

5. Other \_\_\_\_\_

6/17/04  
Date

[Signature]  
President

**Graduate Studies Committee**  
Semester-End Report  
Spring Semester 2004  
Academic Year 2003-2004

- I. During the Spring semester of 2004, the Graduate Studies Committee has held or will hold a number of significant events:
- a. A Graduate Open House was held on March 18, 2004.
  - b. The Graduate Studies Association awarded its annual scholarship to Anne Charlotte Silver of the M.S. in Marriage and Family Therapy Program.
  - c. The Spring Graduate Forum was held on May 6 at 12:30. The Departments of Art, and Modern Languages reported on their assessment program and their use of summer time, respectively. The Graduate Community of Scholars Tribute was awarded to the Department of Modern Languages for excellence in implementing the Mission and Tenets of the Graduate School.
  - d. The Graduate Research and Creative Day will be held on May 18 at 4:00. Graduate students from several departments and programs will present their research.
- II. The Graduate Studies Committee has approved the following policy changes, which I now submit for ratification by Senate.

A. Change in the School of Graduate Studies Admission Policy:

*The planned program should be developed with the advisor early in the student's graduate studies and must be approved prior to the completion of 16 credits of coursework. There is no assurance that course work completed before the planned program has been agreed upon with the academic advisor will be approved. However, no more than 9 credits at the 500 level taken as a non-matriculated student will be approved for programs requiring 30-35 credits (or 25% of the total credits for programs over the 36 credits).*

B. Change in Admissions Policy for the Department of Art

- POINT 1: *In addition to the requirements of the School of Graduate Studies, application to the Department of Art requires the student to submit evidence for:*
- 1) *An undergraduate major in art, or demonstrated equivalent proficiency*
  - 2) *A portfolio of work: If a student intends to focus on a particular area such as drawing, ceramics, painting, etc., it is recommended the student include in the portfolio samples of work that specifically relate to the designated area. If a specific area of concentration is not specified, then the student should submit samples of her or his best work.*
  - 3) *An essay.*

*The student should contact the Department of Art (860-832-2620) or check the Department website for more specific explanations of criteria for portfolios and essays.*

POINT 2: *The new policy will go into effect: Spring, 2005*

POINT 3: *For applications that come in during the summer before the July 1*

*deadline, students will submit portfolios as per the department's guidelines. The Chair or designee(s) will do a preliminary review and will, as in the spring semester review:*

- 1) Accept*
- 2) Accept the student conditionally, pending a successful portfolio and essay review by faculty during the fall semester, or*
- 3) Reject the student's application when the student does not meet departmental requirements.*

C. Changes in Admissions Policy for the Master of Science in Data Mining. The new policy will go into effect on July 2, 2004 for admission to Spring 2005.

*The minimum required undergraduate GPA for prospective candidates for the Master of Science in Data Mining is 3.0. Conditional admission may be granted to candidates with undergraduate GPA's as low as 2.4, conditioned on the student getting no grades lower than A- in their first three core courses in the program.*

*The following materials are required, in addition to materials required by the School of Graduate Studies.*

- (1) A formal application essay of 500 -1000 words that focuses on (a) academic and work history, (b) reasons for pursuing the Master of Science in Data Mining, and (c) future and professional aspirations. The essay will also be used to demonstrate a command of the English language.*
- (2) A detailed, itemized letter explaining whether and how the candidate has fulfilled each of the program prerequisites that applicants to the Master of Science in Data Mining program are expected to have completed, or be in the process of completing:*
  - Math 221 Calculus II;*
  - Math 218 Discrete Mathematics;*
  - Stat 315 Mathematical Statistics I;*
  - CS 152 Computer Science II or CS 500 Computer Science for CIT;*  
*and*
  - A second semester course in undergraduate statistics*

*Students may be admitted on condition that they complete these prerequisite courses with a grade of B or better.*

*In their letter, candidates are asked to show which courses on which transcripts are being used to fulfill each of these prerequisites. In particular, the candidate is asked to consider that mathematical statistics is calculus-based, and represents a different approach beyond the usual undergraduate statistics course. Therefore, a course description or syllabus for the mathematical statistics course should be attached to the letter. If a candidate has not had courses that would fulfill certain program prerequisites, the candidate should so indicate. The candidate is reminded that conditional admission may be granted for students needing to complete any or all of the program prerequisites.*

- (3) *Two letters of recommendation, one each from the academic and work environment (or two from academia if the candidate has not been employed).*

*The application and all transcripts should be sent to the Graduate Admissions Office. The other materials, including the formal application essay, the prerequisites letter, and the two letters of recommendation, should be sent to:*

*Dr. Daniel T. Larose RE: MS in Data Mining Admissions Materials  
Department of Mathematical Sciences – Marcus White 118  
Central Connecticut State University  
New Britain, CT 06050*

*Note that only hard copy materials are acceptable. No attachments to emails or other electronically transmitted material will be considered in admissions decisions.*

D. Addition to the Admission Policy for the Department of Educational Leadership's proposed program entitled: Official Certificate Program 504: Superintendent of Schools Graduate Program.

*Admission criteria: Evidence of Intermediate Administrator Certification and minimum of 50 months service in education, and permission of Chair.*

E. Addition of Plan E capstone requirement for programs that offer a course-embedded capstone option.

*Students who elect Capstone Plan E are enrolled in a program course or courses designated by the department as a Plan E option. They complete a body of work appropriate to the degree specialization. The faculty course instructor (and/or other faculty members) of the department supervises the project. The student's work will be evaluated by the course instructor and by other members of the department as appropriate. Students receive course credit commensurate with the hours associated with the course.*

Respectfully submitted by

Gustavo Mejia  
Chair, Graduate Studies Committee