

CENTRAL CONNECTICUT STATE UNIVERSITY

Senate Motion Number FS-05-16-26-M

University Senate Motion

TO: President Robert Aebersold
FROM: President of the University Senate

1. The attached motion of the University Senate, dealing with Graduate Studies 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 05/16/05

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 05/23/05, Senate action reported to the President of University.
(Date)

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

b) By 06/04/05, President of the University to return the motion to the
(Date)

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

05/23/05 W. Ambrose for President Craine
(Date) President, University Senate

ENDORSEMENT:

TO: President of the University Senate

FROM: President Robert Aebersold

1. Motion Approved

2. Motion Disapproved _____
(Explanatory statement must be appended)

3. Action "is deferred" _____

4. Resolution Noted _____

5. Other _____

6-17-05
Date

Robert Aebersold
President

Graduate Studies Committee report

Motion to approve changes in admission requirements to following departments:

Music : (Halkin/Leake) – passed unanimously

Business Education : (Salinas/Mahony) – passed unanimously

Motion to approve a new Certificate Program:

· Post-Baccalaureate Certificate in Public Relations /Promotions in the department of Communication : (Leake/Mahony) – passed unanimously

Motion to add to MS in Elementary Education and MS in Early Childhood Education Programs the requirement that applicants must submit GRE scores that include all three subtests (analytical writing, verbal, and quantitative) : (Spector/Mahony):

Failed by a vote of 2 for and 16 against

Graduate Studies
Report to the Faculty Senate
May, 2005
Mary Anne Nunn
Interim Chair

Departmental Graduate Awards were presented on February 10, 2005:

Recipients of the Outstanding Scholar Award

Jennifer Fitting	M.S Counselor Education: School Counseling
Tanja Pihlblad	M. S. Communication

Recipients of the Academic Awards

Leigh Jones-Bamman	M.A. Psychology
Kelly Caldwell	M.S. Marriage & Family Therapy
Kristy Cardillo	M.S. Special Education
Stephanie Cherolis	M.A. English
David Dubiel	M.S. Criminal Justice
John Girard	M.S. Biological Sciences
Cruz Elena Jacobson	M.S. Elementary Education
Peter Jakubowski	M.S. Anesthesia
Randi Jones	M.S. Physical Education
Catherine Juozokas	M.S. TESOL
Mandi Latronio	M.S. Music
Linn Maxwell	M.S. Educational Foundations
Androkli Londo	M.A. Mathematics
Carrie O'Neill	M.S. Educational Leadership
Melissa Sirick	M.S. Public History
Carolyn Smith	M.A. Biological Sciences
James Steck	M.S. Data Mining
Joanne Thomas	M.A. History
Anne Wakelin	M.S. Early Childhood
Shaowei Wang	M.S. Information Design
Jennifer Young	M.S. Art

- The graduate enrollment management team developed a checklist for students accepted into graduate programs outlining processes to follow once they were accepted. This letter is sent to each student and appears on the web with appropriate links to facilitate the students' entry into the system.
- Graduate Open House was held on April 13 from 4:00-7:00 in Alumni Hall. Roughly 200 prospective students attended. All programs/departments were represented.
- The Spring Graduate Forum was held on April 5. The topic was "Graduating Graduates: Standards for Evaluating Graduate Coursework/Capstones." At this occasion the Annual Graduate Scholars Tribute Award was given to the Department of Music.
- The university Graduate Research and Creative Presentation Day was held on May 4.

Approximately 30 students presented the results of their work.

- Winner(s) of this year's GSA Scholarship will be announced at the Honors Convocation, May 12.
- This year for the first time there will be a Graduate Commencement held in December.

New Policies:

- In an effort to ensure that all graduate students without a planned program of study consult with their advisers before enrolling in courses, the GSC voted to make permanent the necessity for such students to enroll using a special PIN. Previously, after a certain pre-registration period the PIN's were turned off by the Registrar. Now they will simply be reissued from one semester to another and turned off only when the student files a planned program of study.

- The GSC passed the following redefinition/clarification of "Bridge" and "Link" courses:

"Bridge" course: an entry level graduate level course which may share lectures with a specific advanced undergraduate (400 level) capstone course **that is integral to each program (undergraduate and graduate)**. Each of these courses will have different numbers, titles, syllabi and requirements. **Undergraduate bridge courses must not have graduate credit.**

"Link" course: a graduate course which may share lectures with a specific advanced undergraduate (400 level) course on the same topic. **These courses may be electives.** Each of these courses will have different numbers, titles, syllabi and requirements. **Undergraduate link courses must not have graduate credit.**

Each department shall have no more than two bridge or two link courses and a total of no more than three such courses.

Changes in Admission Standards:

The Standing Policy Committee approved changes in admission requirements for the following departments:

- Music

DEPARTMENT OF MUSIC GRADUATE ADMISSION CRITERIA

A) APPLICATION FORM:

A completed application form that includes a 2-3 page typewritten essay should be sent to the Department of Music prior to the audition date (if possible). Your completed essay should be sent directly to the Department of Music office as part of your application package. The essay on your background and interest in the program should be double-spaced and address the following:

1. Describe your area of teaching expertise and activities relevant to the field of music and music

education.

2. Discuss your philosophy of music education, your professional goals and how you feel the curriculum at CCSU could help you achieve your goals. You may also discuss future areas of research, pedagogy or performance you would like to explore.
3. Personal and professional characteristics you believe will contribute to your success as a masters in music education candidate.

B) GRADE POINT AVERAGE for all undergraduate courses (GPA). Minimum requirement is a 2.70 grade point average (GPA) based on a 4.00 point scale where A is 4.00.

C) MUSIC THEORY EXAMINATION:

A music theory examination will be given the day of the interview. While this examination is primarily a placement examination, a low score could influence the decision about the applicant's acceptance.

D) PERSONAL INTERVIEW:

A personal interview with members of the Department of Music's Graduate Committee will be conducted on the day of the Theory Examination. The committee will assess the student's ability to analyze and synthesize their life experiences as indicators of the student's potential for Masters in Music Education candidacy.

E) PORTFOLIO:

A Portfolio must be brought to the interview. The content and rationale for entries in the portfolio are as follows:

1. Vitae or Resume
2. Two or three written recommendations from individuals able to testify to the student's suitability as a master's candidate in music education.
3. Evidence of Teaching Experience and Musicianship: Examples of programs, student work and/or performances to demonstrate the applicant's competency as a teacher particularly as they relate to the implementation of the National Standards for Music and/or the candidate's local curriculum, (i.e., CD's of your performance, your students' performances/concerts, compositions, etc.).
4. Unofficial Transcript to document undergraduate coursework.
5. **OPTIONAL:** Examples of competency in technology to demonstrate the applicant's competency in using notation software, and other examples of how the applicant uses technology as a teaching tool or as a management tool may be included in the portfolio.

- Business Education:

Policy Change for Admissions to Certification Program in Business Education: Business Education is now codifying the practice that has been in effect.

A requirement of an overall GPA of 3.00 in the following courses or equivalents and not less than a 2.00 in any course: Financial Accounting, Managerial Accounting, Managerial Finance, Macroeconomics, Microeconomics, Business Law, Principles of Management, Principles of Marketing, Introduction to MIS, Managerial Communication, Business Statistics I and II, and Applied Calculus for Business. Applicants not satisfying this requirement may be required to complete additional coursework with a B or better.

- MS in Elementary Education and MS in Early Childhood Education Programs:

ADDITION:

Applicants must submit GRE scores that include all three subtests (analytical writing, verbal, and quantitative). A writing score of 3.5 or higher is required for regular admission. GRE scores and transcripts are examined to determine the general level of academic preparation. In some cases, conditional admission may be offered pending satisfactory completion of additional coursework. Submit official copy of GRE scores to Graduate Admissions, 115 Davidson Hall, CCSU, 1615

Stanley St., New Britain, CT 06050.

An unofficial copy of GRE scores should be sent to Chairperson, Department of Teacher Education, HB 277, 1615 Stanley Street, New Britain, CT 06050

Admissions decisions are based on review of GPA, TRE scores, and relevance of prior study and experience. Certification in elementary, early childhood, or a K-12 area is required for admittance to the Elementary Education MS [program. Certification in elementary, early childhood, or a K-12 area or relevant preparation is required for admittance to the Early Childhood MS program.

Approval of a new Certificate Program:

- Post-Baccalaureate Certificate in Public Relations /Promotions:

Program Overview

This non-degree certificate program offered by the Department of Communication is designed for college graduates wishing to expand or update their knowledge of public relations/promotions, but who are not ready to commit to a graduate program leading to a Master's degree. The program provides students with a formal option for post-baccalaureate studies. Courses completed as a part of the certificate program may later be applied toward the department's Master program if admission requirements for that program are successfully met.

Admission

Students must have completed a Bachelor's degree to participate in the program. Interested students should contact the Office of Graduate Admissions to request an application packet. The application requires official transcripts from all colleges and universities attended, a current resume, and an essay describing why the student is interested in the program.

Students seeking admission to the post-baccalaureate certificate program must have an undergraduate GPA of 3.00 (B). Students with an undergraduate GPA of 2.70 through 2.99, or who have been out of school for five years and possess significant professional experience, may apply to be considered for conditional acceptance.

Once accepted to the program, the student will be assigned a faculty advisor.

Program Requirements

The post-baccalaureate certificate program in Public Relations/Promotions will require the student to complete a four course, 12 credit, sequence consisting of COMM 505 Social and Behavioral Dimensions of Persuasive Communication, COMM 506 Principles and Processes of Communication Campaigns, COMM 507 Campaign Monitoring and Evaluation, and COMM 508 Public Relations Writing Strategies. One other course from the Department's Master's Degree program can be substituted for one of the four courses listed above with the permission of the student's academic advisor. More information about these courses can be found at www.communication.ccsu.edu/grad.htm. The student must achieve a 3.00 (B) GPA in order to receive the post-baccalaureate certificate.