

GSC Policy Committee Special Meeting, Feb 23, 2017

Item A: Proposal to change the application deadlines for the MS in Marriage and Family Therapy

This proposal was passed as submitted by the GSC Policy Committee, then passed as submitted by the full GSC

Admission to the Master's program in Marriage and Family Therapy is made on a competitive basis. Two tracks are available: Evening Track and Weekend Cohort Track.

Admission for the **Evening Track** occurs two times per year (Fall and Spring). All applications must be completed and received by ~~March 1~~ **May 1** for Fall admission of the following academic year and by November 1 for admission for the following Spring semester. Approximately twenty (20) students are accepted for each academic semester (Fall and Spring).

Admission for the **Weekend Cohort Track** occurs once per year for summer matriculation. All applications must be completed and received by ~~March 1~~ **May 1** for admission for the following summer semester. Approximately twenty (20) students are accepted for the summer cohort.

Item B: Admission Policy for a new OCP in Gerontology

This proposal was passed with the modification and correction indicated below by the GSC Policy Committee, then passed as modified/corrected by the full GSC

Program Description

The Official Certificate Program (OCP) in Gerontology is designed to prepare students to meet the growing demand for professionals who understand the opportunities, concerns, and needs associated with our aging population. The program is geared toward a diverse group of students and professionals who desire to increase their aging literacy and find their niche in this growing and exciting field. The U.S. Department of Labor has identified careers in aging as a high-growth industry. The program curriculum is tailored to meet the needs of each student within this interdisciplinary field and can be applied to a wide variety of careers including medicine and caregiving, social service and non-profits, policy and outreach, business and marketing, architecture and urban planning, law and advocacy, exercise science, and management and administration. A graduate certificate in gerontology will provide graduates with a solid foundation in gerontology that will allow them to better meet the needs of the aging population within their particular field or industry.

Program Learning Outcomes

1. Utilize gerontological frameworks to examine the physical, psychological, and social factors underlying the aging process.
2. Understand and critically assess the social policies that affect diverse individuals, families, and societies and members age.
3. Engage in effective communication with older adults, families, and the community to promote well-being while adhering to the ethical principles of the field.
4. Engage with interdisciplinary research to advance knowledge and promote individual and community based interventions to benefit older adults.
5. Enhance one's ability to communicate their gerontological perspective through assessment and reflection upon past experiences.

Admission Requirements

Applicants must hold a bachelor's degree from a regionally accredited institution of higher education. Applicants must also have a minimum undergraduate GPA of 3.00 on a 4.00 point scale (where A is 4.00), or its equivalent. Applicants with a GPA between 2.40 – 2.99 who demonstrate potential and whose coursework and/or experiences relate to gerontology can be considered for conditional admission.

The admissions application, application fee, and official transcripts from each college and university attended (except Central Connecticut State University) must be submitted to the Graduate Recruitment and Admissions Office.

Additional Materials Required:

In addition to the regular admission requirements, an applicant for the graduate certificate in gerontology must submit **to the Chair of Psychological Science** a resume or CV and an essay that addresses his/her past experiences, career goals, and reason for ~~pursing~~ **pursuing** graduate training in gerontology.

Item C: Admission Policy for a New MS in Nursing

This proposal was passed with the modifications and corrections indicated below by the GSC Policy Committee, then passed with one further modification (the last one on the page) by the full GSC

Program Rationale:

The Master of Science in Nursing is designed to prepare nurses for professional competence in the field of hospice and palliative care.

Program Learning Outcomes:

Upon completion of the MS program in nursing, the graduate will be prepared to:

- (1) Utilize appropriate theories from nursing and related fields to respond to emerging health care challenges;
- (2) Understand how to influence health care policy for the purpose of advocating for clients and community;
- (3) Lead change to improve quality outcomes for clients, community, and the nursing profession;
- (4) Utilize best evidence research and translate it into practice to improve patient care;
- (5) Incorporate global nursing knowledge, attitudes, and skills in planning, implementing, and evaluating hospice/palliative care practice; and
- (6) Demonstrate praxis at an advanced level of nursing in hospice and palliative care.

Admission Requirements:

Applicants must hold a bachelor's degree (BSN in Nursing preferred) from a regionally accredited institution of higher education and have their RN license. Applicants must also have a minimum undergraduate GPA of 2.70 on a 4.00 point scale (where A is 4.00), or its equivalent, and good standing (~~3.000~~ 3.00 GPA) in all post-baccalaureate course work.

Conditional Admission: An applicant for this Master Program who does not meet regular admission standards but has an undergraduate GPA between 2.50 and 2.69 may be considered for conditional admission. The conditional admission program is an arrangement allowing a student to demonstrate successful performance during their first semester in the graduate program.

The Application process:

- A. Applicant must submit a completed application for admission to graduate study as well as official transcripts from all institutions where undergraduate and graduate work has been done to the Graduate Recruitment and Admissions ~~Office;~~ **Office.**
- B. Applicants must submit a narrative statement **to the Department Chair** describing their professional goals as well as any educational or professional experiences that may assist the department's admissions committee in reviewing the application.
- C. Applicants must also ~~submit~~ **have submitted** two letters of reference **directly to the Department Chair**, one preferably from a nursing employer and one from an academic source.
- D. Applicants must have a grade of C+ or higher in an undergraduate statistics course.
- E. The application deadline ~~is for~~ **for** the Summer ~~semester~~ **term** is ~~May~~ **March** 1.

Item D: Proposal to change the application deadlines for the MS in Technology and the MS in Construction Management

This first part of this proposal (MS Technology Management) was passed as submitted below by the GSC Policy Committee, then passed as submitted by the full GSC. The second part (MS Construction Management) was passed with corrections and one modification by the GSC Policy Committee, then passed as modified/corrected by the full GSC.

MS Technology Management Admissions Requirements:

Applicants must hold a bachelor's degree from a regionally accredited institution of higher education. Applicants must also have a minimum undergraduate GPA of 2.70 on a 4.00 point scale (where A is 4.00), or its equivalent, and good standing (3.00 GPA) in all post-baccalaureate course work.

The graduate application, application fee, and official transcripts are to be submitted to the Graduate Recruitment and Admissions Office. Official transcripts must be sent directly to the Graduate Recruitment and Admissions Office from each institution attended except Central Connecticut State University.
Contact: 860-832-1830

Application Deadlines for the M.S. Technology Management program are as follows:

Domestic students must apply by the following application deadlines:

August 1 for Fall Semester
December 1 for Spring Semester
May 1 for Summer Term

International students must apply by the following application deadlines (summer term is not available to international students):

May 1 for Fall Semester
November 1 for Spring Semester

MS Construction Management Admissions Requirements:

The application for admission to graduate study requires:

- Completion of a bachelor's degree from a regionally accredited institution of higher education.
- A minimum cumulative undergraduate GPA of 2.70 on a 4.0 **4.00** scale (where A is 4.0 **4.00**), or its equivalent, and good standing (3.00 GPA) in all post-baccalaureate course work is required. ~~When applicable, evidence of successful completion of a master's degree from an accredited institution with a minimum 3.00 GPA, on a four point scale (where A is 4.00), will make the student eligible for admission to the School of Graduate Studies and the undergraduate GPA will not be counted.~~

As part of the application and admission process, the applicant must request that official undergraduate and graduate transcripts be submitted from every institution attended except Central Connecticut State University. The admission application and official transcripts must be submitted to the Graduate Recruitment and Admissions Office.

Contact: 860-832-1830

Application Deadlines for the M.S. Construction Management program are as follows:

Domestic students must apply by the following application deadlines:

**August 1 for Fall Semester
December 1 for Spring Semester
May 1 for Summer Term**

International students must apply by the following application deadlines (summer term is not available to international students):

**May 1 for Fall Semester
November 1 for Spring Semester**

Item E: Proposal to Change the Admission Policy for the OCP in Data Mining
This was not considered by the GSC Policy Committee

Official Certificate Program in Data Mining

Program Prerequisites:

Applicants to the Graduate Certificate in Data Mining program are expected to have completed ~~a first semester course in undergraduate~~ two semesters of applied statistics (such as STAT 104/STAT 453, STAT 200/STAT 201, or graduate statistics. ~~Students may be admitted on condition that they complete these prerequisite courses~~ STAT 215/STAT 216) with ~~a grade of~~ grades B or better, , or two semesters of statistics approved by advisor with grades B or better, or permission of the Data Mining Program Director. The second semester course may be taken concurrently with STAT 521 Intro to Data Mining.

Admission Criteria:

Students must hold a bachelor's degree from a regionally accredited institution of higher education. The undergraduate record must demonstrate clear evidence of ability to undertake and pursue studies successfully in a graduate field.

A minimum undergraduate GPA of 3.00 on a 4.00 point scale (where A is 4.00), or its equivalent, and good standing (3.00 GPA) in all post-baccalaureate course work is required. Conditional

admission may be granted to a candidate with an undergraduate GPA as low as 2.40, only if the student receives no grades lower than a B in his/her first three core courses in the program.

The following materials, in addition to those required by the School of Graduate Studies, are required:

- a formal application essay of 500-1000 words, focusing on (a) academic and work history, (b) reasons for pursuing the Graduate Certificate in Data Mining, (c) future professional aspirations, and (d) where and how the applicant has completed the program ~~prerequisite: a first-semester course in statistics~~prerequisites. The essay will also be used to demonstrate a command of the English language; and
- two letters of recommendation.

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](#)

[Director of the Data Mining Program](#)

Re: Graduate Certificate in Data Mining Admissions
Materials

Department of Mathematical Sciences

Marcus White ~~118~~[128](#)

Central Connecticut State University

New Britain, CT, 06050

Note: Only hard copy materials are acceptable. No attachments to emails or other electronically transmitted material will be considered in admission decisions.

Item F: Admission Policy for a new MS in Software Engineering

This proposal was passed with corrections and modifications by the GSC Policy Committee, then passed as modified/corrected by the full GSC.

Program rationale:

The Master of Science in Software Engineering will provide students with a high level of competency in understanding and applying emerging concepts, principles, methods, and theories necessary for the design and implementation of software systems, and is geared toward meeting the needs of Connecticut business and industry.

Admission Requirements

1. BS in Computer Science degree from a regionally accredited institution of higher education with an undergraduate GPA of 2.70 or higher and a minimum of 3.00 or higher in any post baccalaureate coursework, or
2. BS in a related information technology field (with GPA as stated above) with a minimum of ~~18 credits~~ **six courses** of relevant computer science courses (Computer Science 1, Computer Science 2, Data Structures, Computer Architecture, and two advanced computer science electives). May require an extra semester or a summer ~~semester~~ **term** to satisfy the expected computer science background by taking CS 501 Foundations of Computer Science and/or CS 502 Computing and Communications Technology as prerequisite courses (not part of the program), or
3. BS in a STEM field (with GPA as stated above) with a minimum of ~~17 credits~~ **five courses** of relevant mathematics and computer science courses (Calculus 1, Calculus II, Discrete Math, Computer Science 1, and Computer Science 2). Will require an extra semester to satisfy the expected computer science background by taking CS 501 Foundations of Computer Science, CS 502 Computing and Communications Technology and CS 464 Programming Languages (not part of the program).

Conditional Admission

An applicant for the MS in Software Engineering program who does not meet regular admission standards in terms of the GPA but has an undergraduate GPA between 2.40 and 2.69 may be considered for conditional admission. ~~Students admitted conditionally are notified of pre-admission requirements.~~

Additional Materials Required

Applicants with a BS degree different ~~than~~ **from** Computer Science (**see 2 and 3 above**) must submit a resume and two letters of recommendation to be used in reviewing their computer science related background. Additional materials should be sent to the Department of Computer Science, Maria Sanford Hall, Room 303, Central Connecticut State University, New Britain, CT 06050.

Current Program	Proposed Revisions
<p>Program:</p> <p>Special Education M.S.: Specialization for Teachers Seeking Cross Endorsement</p> <p>Program Rationale:</p> <p>The Master of Science in Special Education: Specialization for Teachers Seeking Cross Endorsement is designed to prepare general education teachers to possess the knowledge, skills, and professional dispositions to develop effective teaching and learning environments for individuals with disabilities. Designed for students who have initial, provisional, or professional certification in elementary education or a 7-12 secondary subject certificate in biology, business, chemistry, earth science, English, history/social studies, mathematics, or physics, this Specialization leads to a master's degree and provides coursework that leads to a cross endorsement in Special Education. Students in this Specialization must have a current Connecticut teaching certification. The curriculum for this program is aligned with standards of the Council for Exceptional Children (CEC) and meets certification requirements of the Connecticut State Department of Education.</p> <p>Program Learning Outcomes:</p> <ol style="list-style-type: none"> 1. Students will demonstrate knowledge of foundational issues in special education and their impact on the field. 2. Students will demonstrate knowledge of the development and characteristics of learners, individual learning differences, and appropriate instructional strategies. 3. Students will demonstrate the ability to analyze multiple forms of standardized and curriculum-based assessments and use that information 	<p>Program:</p> <p>Special Education M.S.: Specialization for Initial Certification and Teachers Seeking Cross Endorsement</p> <p>Program Rationale:</p> <p>The Master of Science in Special Education: Specialization for Initial Certification and Teachers Seeking Cross Endorsement serves two audiences: applicants who, after receiving an undergraduate degree that did not lead to teacher certification, want to pursue coursework leading to teacher certification in special education, as well as teachers who hold a current Connecticut Teaching certificate in elementary, secondary, or K-12 education. This master's-level Specialization provides coursework that leads to initial certification or a cross endorsement in Special Education. Students in this Specialization must have a current Connecticut teaching certification. Nationally accredited by the Council for Exceptional Children (CEC), this program also meets certification requirements of the Connecticut State Department of Education.</p> <p>Program Learning Outcomes:</p> <ol style="list-style-type: none"> 1. Possess strong knowledge of content, content pedagogy, and learner development (typical and atypical). 2. Create an inclusive and culturally responsive learning environment. 3. Use data, content knowledge, and evidence-based pedagogical content knowledge to critically examine practice for the purpose of improving student learning. 4. Design and deliver instructional and assessment strategies that facilitate significant learning for struggling

- for a variety of educational decisions.
4. Students will demonstrate the ability to use their knowledge of general and specialized curricula to individualize learning for students with exceptional learning needs.
 5. Students will demonstrate the ability to select, adopt, and use instructional strategies to promote learning and to modify learning environments for students with exceptional learning needs.
 6. Students will promote professional, ethical, and collaborative practices in the field of special education.

Admission Requirements:

Applicants must hold a bachelor's degree from a regionally accredited institution of higher education. Applicants must also have a minimum undergraduate GPA of 2.70 on a 4.00 point scale (where A is 4.00) or its equivalent, and good standing (3.00 GPA) in all post-baccalaureate course work.

Your official CCSU transcript as well as official non-CCSU transcripts from all institutions you have attended even if coursework did not transfer to CCSU. If you have taken AP courses in high school that are listed under another college, you will need to get an official transcript from that college also. Have transcripts sent directly to you and submit them with the application. "Issued to Student" transcripts with official signatures and/or on transcript paper may be submitted. If e-transcripts are available that is your best option, they upload very easily into TaskStream.

Timelines:

Fall Semester - Deadline: June 1

Spring Semester - Deadline: November 1

- learners and those with disabilities.
5. Design, deliver, and assess literacy/language strategies to deepen literacy and content learning.
 6. Act collaboratively, ethically, and responsibly to ensure student growth and advance the profession.

Admission Requirements:

Since applicants seeking **Cross Endorsement** already hold a current Connecticut Teacher Certification in Elementary, Secondary, or K-12 Education, admission typically occurs in a single stage upon application to the Graduate School. Such application must include a copy of a Current Connecticut Teaching Certificate as well as official transcripts from every institution that the applicant has attended, other than CCSU. Applications are accepted year round and processed according to Graduate School Timelines. Please note that applicants holding a teaching certificate in secondary or K-12 education may require additional prerequisites.

For applicants seeking **Initial Certification**, admission typically occurs in two stages. In the first stage, applicants apply to the Graduate School and upon Conditional Admission are assigned an Academic Advisor. In Conditional Admission status, applicants develop a Planned Program in consultation with their Academic Advisor, complete three prerequisite courses, and compile the portfolio of materials required to apply to the Professional Program. Applications for Conditional Admission are accepted year round and are processed according to Graduate School Timelines.

	<p>Applications for the Professional Program are considered twice per year: September 10th and February 10th.</p> <p>Applicants for Conditional Admission must: hold a bachelor's degree from a regionally accredited institution of higher education; have a minimum undergraduate GPA of 2.70 on a 4.00 scale; and maintain a GPA of at least 3.00 in all graduate course work.</p> <p>Materials Required for Professional Program Application:</p> <p>The following materials are submitted via TaskStream (see SEPS website):</p> <ul style="list-style-type: none"> • SPED 501, SPED 502, and RDG 508 with grades of B or better • SAT, ACT, Praxis Core test scores, or an Official Waiver based on GRE scores • Documentation of experience with children in schools. See Statement of Experience with Children in Schools Form • Two references from those who can best assess your potential as a teacher. See Recommendation Form • Resume highlighting education and work experiences • Evidence of current Connecticut Criminal Background Check (see SEPS website) • Copy of approved Planned Program of Study • Evidence of ability to write at a graduate school level as demonstrated by Departmental Essay Assessment • Departmental Interview
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APPENDIX

Recommendation Form

To be completed by applicant:

Last Name _____ First
Name _____

Date of Birth_____

Email address_____

Phone_____

Statement of confidentiality: Federal law gives students the option of waiving their right to see specific letters of recommendation. If applicant has waived this right by signing the waiver below, this letter will be confidential. If the applicant has not signed the waiver, it will be assumed that this letter may be seen by the applicant.

Waiver: In accordance with the Family Education Rights and Privacy Act of 1974, I waive my right to review this letter

Applicant's

Signature_____date_____

To be completed by recommender:

Name_____Position_____

Email

address_____Phone_____

How long have you known
applicant?_____

In what
capacity?_____

Please rate the applicant's potential in the following areas in comparison to others you have observed or known. A candid evaluation of this candidate's potential as a teacher will be most helpful. The recommendation must be a signed original to be accepted.

Candidate demonstrates:	Highest 10%	Next Higher 20%	Next Higher 20%	Bottom 50%	Unable to Judge
Academic Ability:					
Mastery of subject matter					
Oral communication skills					
Written communication skills					
Intellectual potential					
Character:					
Responsibility					
Maturity					
Leadership ability					
Honesty					
Work Ethic					
Ability to work with other adults					
Ability to work with children/youth					
Motivation to become a teacher					
Suitability for teaching					

Signature_____Date_____

Please comment on the applicant's strengths and weaknesses on the back of this form or on a separate sheet.

Enclose your recommendation in a sealed envelope, sign across the seal, and return to the applicant.

THANK YOU FOR YOUR ASSISTANCE

SPECIAL EDUCATION PROGRAM

VERIFICATION OF EXPERIENCE IN SCHOOLS FORM

Before applying for acceptance into the professional program, you are required to complete a total of **forty (40) hours** of experience in a public school setting. **Thirty (30) hours** of this experience must consist of observations in ***special education*** settings and **ten (10) hours** of experience must be done in ***general education*** settings. These observations might consist of:

1. Direct observation of students
2. Shadowing of administrator or related services staff member
3. Tutorial/aide/paraprofessional/volunteer worker

You may need to complete more than one of these forms. A principal or person supervising your experience must complete and sign below. Attach this form to your Professional Program application.

Applicant Name: Banner ID:

Principal or supervisor verification:

I certify that (*student's name*) has completed (*check one or both of the following*):

☐ **Thirty (30) hours or _ hours** of experience in this **special education** setting.

☐ **Ten (10) hours or _ hours** of experience in this **general education** setting.

Signature of Principal or Supervising Person:

Print Name: Title:

School and District:

Phone Number of School: