

**Central Connecticut State University**  
UNIVERSITY SENATE ACTION

**Senate Motion Number FS 20.21.027B**

TO: President Zulma Toro

FROM: President of the University Senate

1. The attached motion of the University Senate, dealing with: **Graduate Studies Committee report, Spring 2021**, is presented to you for your consideration.
2. This motion was adopted by the University Senate on **05/03/2021**.
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 3.7, the following schedule of action is to be observed.
  - a) By **05/28/2021**, Senate action reported to the President of the University. (Within five school days of the session in which they are adopted).
  - b) By **06/14/2021**, the President of the University to return the motion to the President of the Senate. (Within ten school days of its receipt).

**05/28/2021**

Date

*Frederic Latour*

Frederic Latour, President, University Senate

ENDORSEMENT:

TO: President of the University Senate

FROM: President Zulma Toro

1. Motion Approved : \_\_\_\_\_ ✓
2. Motion Disapproved: \_\_\_\_\_ (Explanatory statement must be appended).
3. Action "is deferred": \_\_\_\_\_
4. Resolution Noted: \_\_\_\_\_
5. Other: \_\_\_\_\_

Date

*6/25/2021*

President Zulma Toro

*Zulma Toro*

**Graduate Studies Committee**  
Activity Report and Policy Changes Proposed to Senate, Spring 2021

**I. Activity**

- Continued effort to collect and distribute best practices regarding student admission and progress toward degree.
- GSC worked with SGS to recruit representatives for and promote a Graduate Student Assembly to replace the former Graduate Student Association.
- Lobbied for reinstatement of lost Graduate Assistant positions.
- Awarded 3 CCSU Foundation Scholarships to 6 students, 2 URCAD Research Awards, and 4 SGS Achievement Awards.
- Aided development of additional AccelerateCentral combined undergraduate and graduate degrees.
- Organized graduate participation in URCAD (begins April 30<sup>th</sup>).
- Laura Jacobson elected new Chair of GSC

**II. General policy changes proposed to Senate**

Proposed Revision of the Graduate School Policy for Incomplete Grades

*Passed unanimously by GSC, April 22, 2021*

The [current policy](#) description for incomplete grades in Theses and Special Projects needs updating to include the CREG 001 course registration.

**Incomplete Grades**

A grade of Incomplete may be recorded at the discretion of the instructor when a student, for circumstances which cannot be controlled, is unable to complete the requirements of a course in which he or she is registered during the current semester or session.

The student who receives a grade of Incomplete will be responsible for assuring that all course requirements are completed within one calendar year of issuance, or sooner if required by the instructor. A grade of Incomplete which has not been changed by the instructor within the year allowed for course completion will become an F (failure) automatically.

This latter policy does not refer to grades of Incomplete received for capstone theses or special projects. However, ~~a Continuing Registration Fee (CREG) of \$40 will be issued each semester that a student~~ **students must register for CREG 001 in each semester** ~~they~~ maintains an incomplete in ~~his or her~~ a capstone thesis or special project. Letters will be sent to students owing the CREG fee **who do not register for CREG 001** each semester; failure to ~~pay~~ register **and pay the associated fee** will result in being withdrawn from the program. Students who are withdrawn will then have to re-enroll and pay a \$50 re-enrollment fee.

**III. Policy changes within specific programs**

A: Proposed Revision of the Admission Policy for the Ed.D Program in Educational Leadership

*Passed at GSC, April 22, 2021*

- New heading added simply to highlight the specific strand and cohort details separately from the admission requirements.
- Personal statement language was modified to be more general. It previously applied disproportionately to the P12 strand.
- Clarify admissions deadline.

### Admissions Requirements:

To be considered for admission to the Ed.D. in Educational Leadership, applicants must have earned a master's degree in an appropriate discipline or professional field and have career aspirations that are consistent to the goals and standards of the program.

~~Admission to the cohort in either strand of the program is available in alternate years. The deadline for submission of applications is November 1.~~

The following minimum criteria have been established for admission into either strand of the Ed.D. program:

1. Master's degree from a regionally accredited institution of higher education in a discipline or professional field that is relevant to the Ed.D. Program.
2. Minimum GPA 3.00 on all graduate coursework.
3. ~~Two positive letters of reference~~ from leaders in education familiar with the applicant's work.
4. Submission of a resume that illustrates work-related experiences.
5. Graduate Record Examination scores (within five years of admission).
6. A personal statement covering three important topics:
  - a. Career goals
  - b. Reasons for pursuing the Ed. D. in Educational Leadership at CCSU
  - c. Ability and commitment to devote ~~four weeks to summer study for the first two summers of the program and some additional on-campus summer study during the third or fourth summers~~
7. If selected as a finalist, a satisfactory interview with an admission panel.
8. PreK-12 strand only: An additional requirement is completion of EDL 590 Leaders as Learners or an equivalent

### Applying to the Program:

Applications to the P12 strand are accepted due each fall, with cohort courses beginning the following summer. Applications to the Higher Education strand are accepted in the fall on odd numbered years (e.g. 2021, 2023), with cohort courses beginning the following summer. The deadline for submission of applications is November 1.

### Admissions Requirements:

To be considered for admission to the Ed.D. in Educational Leadership, applicants must have earned a master's degree in an appropriate discipline or professional field and have career aspirations that are consistent to the goals and standards of the program.

The following minimum criteria have been established for admission into either strand of the Ed.D. program:

1. Master's degree from a regionally accredited institution of higher education in a discipline or professional field that is relevant to the Ed.D. Program.
2. Minimum GPA 3.00 on all graduate coursework.
3. Two letters of reference from leaders in education familiar with the applicant's work.
4. Submission of a resume that illustrates work-related experiences.
5. Graduate Record Examination scores (within five years of admission).
6. A personal statement covering three important topics:
  - a. Career goals
  - b. Reasons for pursuing the Ed. D. in Educational Leadership at CCSU
  - c. Ability and commitment to devote the required time for courses and dissertation research to complete the program in a timely manner
7. If selected as a finalist, a satisfactory

## B: Proposed Admission Criteria for the new Official Certificate Program in Software Engineering

*Passed at GSC April 22, 2021*

The Admission Requirements, Conditional Admission, and Additional Materials Required sections duplicate those for [the existing MS Program in Software Engineering](#).

### **Admission requirements:**

- 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
- BS in a related information technology field (with GPA as stated above) with a minimum of 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 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
- BS in a STEM field (with GPA as stated above) with a minimum of five courses of relevant mathematics and computer science courses (Calculus I, Calculus II, Discrete Math, Computer Science I, Computer Science II). 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 Admissions**

An applicant for the MS [Official Certificate Program](#) in Software Engineering program who does not meet regular admission standards in terms of GPA, but has an undergraduate GPA between 2.40 and 2.69 may be considered for conditional admission.

### **Additional Materials Required**

Applicants with a BS degree different 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. [Instructions for submitting the resume and references can be found within the online graduate application.](#)

## C: Proposal for admissions policy for OCP in Commercial Lending

Passed at GSC March 11, 2021

Official Certificate Program in Commercial Lending  
Admissions Requirements

Applicants must hold a bachelor's degree from a regionally accredited institution of higher education (or the international equivalent) with an overall undergraduate GPA of at least 2.70 or higher. No GMAT is required. Applicants with a GPA between 2.40 and 2.69 may be considered for conditional admission.

#### **International Students**

~~In addition to the above, international applicants must meet University standards for international admission including submission of:~~

- ~~• Unless waived by the University, TOEFL or IELTS scores;~~
- ~~• Course-by-course evaluation of foreign credentials from a NACES member evaluation service; and~~
- ~~• Original translations of foreign academic record.~~

D. Proposal to remove reference to international students from OCPs in Business Leadership and Supply Chain Analytics

*Passed at GSC April 22, 2021*

#### i. OCP Business Leadership

##### Current.

Proposed:

##### *International Students*

~~In addition to the above, international applicants must meet University standards for international admission including submission of:~~

- ~~• Unless waived by the University, TOEFL or IELTS scores;~~
- ~~• Course-by-course evaluation of foreign credentials from a NACES member evaluation service; and~~
- ~~• Original translations of foreign academic record.~~

#### ii OCP Supply Chain Analytics

##### Current.

Proposed:

##### **International Students**

~~In addition to the above, international applicants must meet all University standards for international admission.~~

## E. Proposal to modify admissions policy of the Master's in Family Therapy

*Passed GSC April 22, 2021*

Admission Requirements:

Admission to the MFT program is made on a competitive basis one time per year. All applications for must be completed with all required materials and received by February 1 for fall only admission. Applicants must hold a bachelor's degree from a regionally accredited institution of higher education.

Candidates for admission will be selected on the basis of the following criteria:

**1. Grade Point Average (GPA):** Minimum 2.70 grade point average (GPA) for all undergraduate courses and a 3.00 for all graduate courses, based on a 4.00 point scale where A is 4.00

**2. Two recommendations** from individuals who know your academic competence, character, or professional work. *Note:* Personal references from family members, friends, neighbors, or personal therapist will not be accepted.

**3. Personal essay** regarding **your** motivation and readiness to pursue a degree in Marriage and Family Therapy. Candidates will be asked to respond to **Please include**

the following questions (three pages maximum, double-spaced, 12-point Times New Roman font):

- a. Personal and professional experiences and reasons that influenced you to pursue the field of Marriage and Family Therapy.
- b. Personal characteristics you believe will contribute to your educational success in the CCSU Marriage and Family Therapy program as well as your success as a
- c. Comment on your definition of family.
- d. Comment on any personal and/or professional experiences you have had with people from diverse cultural backgrounds.

**4. Resume:** Submit a current resume

~~**5. Transcript**~~

~~**6. TOEFL scores (international students)**~~

**5. Interview:** After reviewing application materials, qualified applicants will be invited to interview with the Marriage and Family Therapy Faculty ~~on campus~~.

~~Marriage and Family Therapist after graduation.~~

~~The three versions of the TOEFL that a prospective student may take are listed here with minimum acceptable scores: Internet: minimum score 61~~

~~Computer: minimum score 173~~

~~Paper: minimum score 500~~

The online graduate application, application fee, and official transcripts from each institution attended except Central Connecticut State University are to be submitted directly to Graduate Recruitment and Admissions Office.

Instructions for uploading the personal essay and resume and for submitting the recommendation letters will be found within the online application.