

5-18-1998

# Proposal for Dean of Graduate Studies

The College at Brockport, College Senate

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# FACULTY SENATE

State University of New York  
College at Brockport  
Brockport, NY 14420-2925  
(716) 395-2586 (Fax) 395-2246

**Resolution #22**  
**1997-98**

TO: Dr. Paul Yu, College President

FROM: The Faculty Senate Meeting on: **May 18, 1998**

RE:  I. Formal Resolution (Act of Determination)  
 II. Recommendation (Urging the fitness of)  
 III. Other (Notice, Request, Report, etc.)  
For your information

SUBJ: **Proposal for Dean of Graduate Studies**

Signed: Anne H. Parsons Date Sent: 5/22/98  
(Anne H. Parsons, Faculty Senate President)



TO: The Faculty Senate

FROM: Dr. Paul Yu, College President

RE: I. Decision and Action Taken on Formal Resolution  
a. Accepted. Effective Date: \_\_\_/\_\_\_/\_\_\_  
b. Deferred for discussion with the Faculty Senate on \_\_\_/\_\_\_/\_\_\_  
c. Unacceptable for the reasons contained in the attached explanation

II, III.

a. Received and acknowledged

b. Comment: *This item merits study and will be referred to the Vice President for Academic Affairs.*

DISTRIBUTION: to Administrative Group

Distribution Date: 6/10/98 Signed: Paul Yu  
(President of the College)

Resolution Disk:9798-22.RES:ayk

## Proposal for Dean of Graduate Studies

The Graduate Curriculum and Research Policies Committee of the Faculty Senate, after considerable research and discussion, wishes to recommend to the Faculty Senate and the Administration that a graduate school be created and a Dean of Graduate Studies be appointed.

Our research revealed that area sister schools (Fredonia, Buffalo, Oswego) as well as area private schools (Nazareth) have Deans of Graduate programs.

It would be our expectation that a Dean of Graduate Studies would be helpful in marketing our programs, supporting our College-wide initiative, serving as a liaison to administration, etc.

### The Proposal:

The Graduate Curriculum and Research Policies Committee of the Faculty Senate recommends the establishment of a School of Graduate Studies with the appointment of a Dean to administer this entity with the following responsibilities:

1. Manage graduate program development of the College including:
  - a. Serve as representative of the Graduate Office for functions at SUNY Brockport.
  - b. Represent graduate education beyond the College at SUNY Central and at state, regional and national levels.
  - c. Provide liaison with SUNY Central for development of international graduate programs and graduate student recruitment.
  - d. Maintain and enhance communications with graduate program chairs and coordinators.
  - e. With the Office of Research and Sponsored Programs at Brockport, encourage the graduate faculty to seek federal private funding for research and development projects.
2. Supervise the School of Graduate Studies
  - a. Oversee record-keeping functions of the Graduate Office.
  - b. Assist in preparation of material for the graduate catalog.
  - c. Oversee the maintenance of the records on current courses offered at the graduate level.
  - d. Monitor all new course proposals and offerings at the graduate level.

- e. Serve as Chair member of the Graduate Council.
  - f. Serve on the Council of Academic Affairs.
3. Assist the departments of the College with:
- a. Graduate faculty recruitment
  - b. Graduate student recruitment
  - c. Program evaluation
  - d. Publicity and promotion for new and ongoing programs
4. Distribution of responsibilities  
Assigned to the School of Graduate Studies for the 1998-99 year. Twelve month Management/Confidential appointment.

committee diskideengrad.0898/05/14jayk

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