TO: Dr. John R. Halstead, College President  
FROM: The College Senate: 12/09/2013  
RE: I. Formal Resolution (Act of Determination)  
II. Recommendation (Urging the Fitness of)  
III. Other, For Your Information (Notice, Request, Report, etc.)  
SUBJ: College Definition of Grad. Student FT Status  
(#11-13-14GC/SP)  
Signed: [Signature]  
Date: 12/20/13  
(Dawn Jones, 2013-14 College Senate President)  

Please fill out the bottom portion and follow the distribution instructions at the end of this page.

TO: Dawn Jones, College Senate President  
FROM: John R. Halstead, College President  
RE: I. Decision and Action Taken on Formal Resolution (circle choice)  
   a. Accepted - Implementation Effective Date**: Spring 2014  
   **Implementation of resolution requires final approval from SUNY- State Education Department.  
   b. Deferred for discussion with the Faculty Senate on ____/____/____  
   c. Unacceptable for the reasons contained in the attached explanation  
II, III. Response to Recommendation or Other/FYI  
   a. Received and acknowledged ____/____/____  
   b. Comment: [Comment]  
Signed: [Signature]  
Date: 1/9/14  
(Dr. John R. Halstead, President, The College at Brockport)  

DISTRIBUTION: Upon approval, the College President will forward copies of resolutions to his staff who will, in turn, forward copies to their staff. The College Senate Office will post resolutions to the College Senate Web at http://www.brockport.edu/collegesenate/resolutions.
### INSTRUCTIONS
- Use committee guidelines available at brockport.edu/collegesenate/proposal.html.
- Prepare ONE complete document in Word format: include this proposal cover page, proposal, attachments and support letters from your department chair and dean if applicable.
- Locate the Resolution # and date this proposal will replace at our “Approved Resolutions” page on our Web site.
- Email completed proposal to senate@brockport.edu. (General Education Proposals and questions go to dlamphron@brockport.edu in the Vice Provost's Office first.)
- Make revisions on the paperwork emailed to you from the Senate office that shows the assigned routing number on top. Submit updated document to senate@brockport.edu.
- Questions? Call the Senate office at 395-2586 or the appropriate committee chairperson.

#### 1. PROPOSAL TITLE:
Please be somewhat descriptive, i.e., Use a course number and/or title, indicate if for GED code, etc.

<table>
<thead>
<tr>
<th>College definition of graduate student full-time status</th>
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</thead>
</table>

#### 2. BRIEF DESCRIPTION OF PROPOSAL:
Proposed changes to College definition of graduate student full-time status

#### 3. WILL ADDITIONAL RESOURCES AFFECTING BUDGET BE NEEDED? __X__ NO __ YES  EXPLAIN YES

#### 4. DESCRIBE ANY DATA RELATED TO STUDENT LEARNING OUTCOMES ASSESSMENT USED AS PART OF THE RATIONALE FOR THE REQUESTED SENATE ACTION.

<table>
<thead>
<tr>
<th>N/A</th>
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#### 5. HOW WILL THIS AFFECT TRANSFER STUDENTS:
N/A

#### 6. ANTICIPATED EFFECTIVE DATE:
Spring 2014

#### 7. SUBMISSION & REVISION DATES:
PLEASE DATE ALL REVISED DOCUMENTS TO AVOID CONFUSION.

<table>
<thead>
<tr>
<th>First Submission</th>
<th>Updated on</th>
<th>Updated on</th>
<th>Updated on</th>
</tr>
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<tbody>
<tr>
<td>October 1, 2013</td>
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#### 8. SUBMITTED BY: (contact person)

<table>
<thead>
<tr>
<th>Name</th>
<th>Department</th>
<th>Phone</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>James Spiller, Dean</td>
<td>The Graduate School</td>
<td>5817</td>
<td><a href="mailto:jspiller@brockport.edu">jspiller@brockport.edu</a></td>
</tr>
</tbody>
</table>

#### 9. COMMITTEES: (Senate office use only)

<table>
<thead>
<tr>
<th>Standing Committee</th>
<th>Forwarded To</th>
<th>Dates Forwarded</th>
</tr>
</thead>
<tbody>
<tr>
<td>__ Executive Committee</td>
<td>Standing Committee</td>
<td>9/02/2013</td>
</tr>
<tr>
<td>__ Enrollment Planning &amp; Policies</td>
<td>Executive Committee</td>
<td>11/18/2013</td>
</tr>
<tr>
<td>__ Faculty &amp; Professional Staff Policies</td>
<td>Senate</td>
<td>11/25/2013, 12/09/2013</td>
</tr>
<tr>
<td>__ General Education &amp; Curriculum Policies</td>
<td>Passed GED's go to Vice Provost</td>
<td></td>
</tr>
<tr>
<td>__ Graduate Curriculum &amp; Policies</td>
<td>College President</td>
<td></td>
</tr>
<tr>
<td>__ Student Policies</td>
<td>OTHER</td>
<td></td>
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<tr>
<td>__ Undergraduate Curriculum &amp; Policies</td>
<td>REJECTED -WITHDRAWN</td>
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</tbody>
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NOTES:
PROPOSAL #1 Definition of a Full-Time Graduate Student

Existing Definition
A full-time graduate student at the College is an enrolled student who:
1. is registered for 12 graduate credits per semester, or
2. is registered for nine graduate credits per semester with an assistantship or internship of 15 or more contact hours per week, or
3. is engaged in full-time thesis research, or a graduate program final project, which:
   a. is registered for 12 graduate credits per semester, or
   b. requires effort which is the equivalent in Carnegie units to 12 credits of work; and
   c. has in his or her departmental file a letter from the department chairperson or graduate program director, indicating that said student is engaged in full-time thesis research for each semester or comparable summer period.

Proposed Definition
A graduate student at The College at Brockport has full-time status for Enrollment Verification purposes when:
enrolled for at least 9 graduate credits per semester and/or registered for thesis credit(s).

Full-time graduate student enrollment for tuition and federal financial aid purposes begins at 12 graduate credits per semester. Graduate student eligibility for federal student loans begins at 6 graduate credits per semester.

(Explanation- this proposed definition is accurate and clearer than the existing definition. The College at Brockport already reports to SUNY graduate full-time enrollment headcounts based on numbers of graduate students taking at least 9 graduate credits per semester. The proposed definition above aligns with this reporting, and it provides value to many graduate students. This is especially true for international students who would be better served taking a 9 graduate credit load per semester, but whose student visas require them to take the number of credits defined by the their college as full-time enrollment. This proposed definition is approved by the Provost and VPs and by the Graduate Council)