

**Graduate Studies Meeting Minutes**

**October 27, 2011—3:00-4:30 Marcus White Living Room**

Attendees: P. Lemma, S. Seider, E. Retelle, R. Siporin, B. Nicholson, M. Jackson, R. Rollins, M. Davis, G. Fitzgerald, B. Panoutsopoulos, N. Zlatareva, R. Cohen, A. Hyman-Gregory, E. Leonidas, C. Button, R. Churchill, H. Wang, O. Perdomo, C. Parr, J. Thomas, C. Fallahi, J. Turner, B. Nelson, D. Mulcahy, M. Howell, D. Adams, H. Wang.

Guests: M. Jackson, R. Rollins

Attachments:

- 1) *Minutes* for GSC meeting of September 22, 2011 accepted. No changes.
- 2) *Minutes* from 10-20-11 Graduate Curriculum Committee Meeting,
- 3) From Policy Committee:
  - a. *Admission Requirements to DNAP Program for the Entry-level and Advanced Specializations* and
  - b. *Bylaws Revisions 10-6-11*

Susan Seider-Chair: Welcome


- Welcome and Minutes from September 22, 2011
  - **Meeting dates** for the remainder of **2011-2012** Academic Year- See grid below.
- All meetings held in Marcus White Living room at **3:00-4:30 p.m.** (*Note: start time.*)

**FALL 2011**

<b>FULL GSC MEETING MWLR (3-4:30)</b>	<b>CURRICULUM Subcom. Rvac 466 (2:30-4:00)</b>	<b>POLICY (meets Thurs. after full GSC mtg.) 2:30</b>
10/27		11/3
12/1	11/17	12/8
<b>SPRING 2012</b>		
1/26	2/16	2/2
2/23	3/15	3/1
3/29	4/19	4/5
4/26		5/3

Notes from Dean Paulette Lemma

1. Enrollments for fall 2011
  - a) Accepted and registered graduate students as of the Freeze Date: Full time student enrollments stayed the same as fall 2010 while Part time increased:

<b>Fall 2011 Total FT GR Enrollment</b>	<b>615</b>	<b>Fall 2010</b>	<b>615</b>
<b>PT GR Total Enrolled</b>	<b>1,814</b>		<b>1,777</b>

2. Graduate Forum will be held on Tuesday, 11-29-11 at 12:30 in CT room. Two people per program are invited to attend the GF. The theme will focus on advertising for and recruiting new students. Contact Dean Lemma if there are other suggestions.
3. Comprehensive exams. Results are due by December 1. Students need to be re-audited. Please let the office know if a student withdraws before comps are given so it does not count as a failed attempt. When a student does not show up for the exam and fails to let the department know, please note it at the bottom so we know how to mark the banner screen: failed attempt. Also, if a student fails to pay the CREG fee of \$40, charged when they are not taking classes, graduate studies will not be able to mark the students as passing. Please be sure to communicate both of these issues to your students.
4. For F-1 International students, no more than the equivalent of one online/distance education class OR 3 credits per session may count towards the “full course of study” requirement. A minimum of 9 credits are required each semester to maintain status. Only one 3-credit course can be done online if the student registers for a total of 9 credits. If a student registers for a total of 15 credits, the student may register for one 3-credit online course and three 3-credit face-to-face courses for their “full course of study”. The remaining 3 credits may be done online or face-to-face. The regulations are spelled out in 8 CFR 214.2(f)(6)(i)(G):

For F-1 students enrolled in classes for credit or classroom hours, no more than the equivalent of one class or three credits per session, term, semester, trimester, or quarter may be counted if taken on-line or through distance education in a course that does not require the student's physical attendance for classes, examination or other purposes integral to completion of the class. An on-line or distance education course is a course that is offered principally through the use of television, audio, or computer transmission including open broadcast, closed circuit, cable, microwave, or satellite, audio conferencing, or computer conferencing. If the F-1 student's course of study is in a language study program, no on-line or distance education classes may be considered to count toward classroom hours or credit.

The distance education provision does not limit the number of distance education credits that can be used towards a degree's requirements, but rather limits the number of such credits that can be used to satisfy the “full course of study” requirement in any given semester. However, over the student's academic career, more than half the student's credits must be completed face-to-face. And, as the regulations indicate, if the student's course of study is in a language study program, no online or distance education classes may be counted toward the full course of study requirement.
5. Open House: Pat Gardner, Associate Director of Graduate Admissions  
207 students attended the open house. If you want to know which students signed up, but did not attend the session, contact P. Gardner, Admissions of Graduate School.
6. The Graduate Student Association  
All Graduate Student Society Budget Requests must be submitted no later than Friday, December 2, 2011 to the Graduate Studies Office, 102 Barnard. The Society Budget Request form can be found on our website, <http://www.ccsu.edu/page.cfm?p=1285>. All requested information, signatures and materials as appropriate must be included in your request. Please allow at least 30 days from submission of budget requests for

approval. Upcoming GSA events will be announced within the next month. If any graduate students would like to suggest an event or speaker, please email Veronica, GSA President at st\_vy3332@ccsu.edu

7. Notes from Susan Seider, Chair of GSC

- Social Security numbers should not be on planned programs for security purposes (please check to use the revised form).
- There are some department faculty that send planned programs to graduate studies with 400 level courses that are not in the graduate catalog. These cannot count on the planned program so please remind your department/program faculty to check the catalog before allowing a 400 level course to count on the program.
- Please remind faculty who agree to substitute transferred courses onto planned programs that 1) the courses must come from an accredited institution; 2) be graduate level (not professional development or continuing education courses); and, 3) the CCSU course name and number for which the course is substituted should be indicated on the substitution form that comes to Grad Studies.
- Reminder: Capstone letter on planned programs need to be included.
- Check for courses on planned programs that may exceed 6<sup>th</sup> year limit. (Extensions may be granted for a maximum of 8 years for programs of 30-35 credits; and for a maximum of 9 years for programs of 36+credits.)

8. Updates from members of Goals Committee working with Dean Lemma:

- **Goal:** *Promote existing degree programs to recruit more quality students; work with Marketing and Communications Office to market to target audiences.*  
Members: Drs. C. Button, G. Fitzgerald, S. Seider (Committee has not yet met)
- **Goal:** *Work with Bursar to have a later date when graduate students need to pay course fees; change payment plan arrangements to reduce late registrations.*  
Compared our policies to UCONN and SCSU. Time frames are very similar among all three universities. Fees are different. CCSU charges \$35 to participate; SCSU receives \$50. There is a date in which students are notified that if they owe \$750 or more, the students' courses will be dropped. Two reasons: 1) to avoid student registering for following semester and thus accumulating more debt; 2) if a student does not pay, a collection agency takes over the collection of the fees. Currently, there are 5 payment plans at CCSU. October 15 is the last day in fall term that students can pay. Bursar's office needs to close books for spring. A hold is put on their record. Student needs to get in touch with Bursar by November 4. D. Lemma sends email to department to notify students. There are mechanisms to afford students to be on a payment plan.  
Dean Lemma obtained statistics for how many students this affects. Data: Spring 2011 Sixteen students were dropped in the spring; 9 were put back into the system. Fall 2010 29 students were dropped; 11 students put back into system. Suggestions were made that Dean Lemma include the date when course will be cancelled in her

registration letter to graduate students. Also, add information about the payment plan in the letter.

Members: Drs. B. Nicholson and B. Nelson, S. Seider The committee will meet again to discuss any type of revision.

- **Goal:** *Work with Student Affairs to seek out Residence Hall Housing for out of state and International graduate students in the residence hall; establish a list of available housing close to campus for distribution to the same population of students needing housing.* Currently on campus housing is available only for undergraduates. Housing on CCSU campus is not conducive to graduate students. CCSU may build graduate housing on new land when they start building. There is a listing at residence life website for off campus housing. - . SSCU have 32 townhouses on campus for seniors and graduate students; 2 students/townhouse. Townhouses divided into four communities. Graduate and undergraduate policies are the same. \$3970/ semester for townhouses, \$3702/semester.

Links to the CCSU and the local housing opportunities are:

<http://www.ccsu.edu/page.cfm?p=4934>

There are also additional off campus apartment web sites not included in the link above:

<http://www.apartmentsatccsu.com/CCSU-Student-Apartments.html>

<http://www.ccsuhousing.com/Home.html>

<http://www.ccsuapartments.com/>

Members: Drs. H. Wang, A. Hyman-Gregory, and B. Panoutsopoulos, S. Seider

The committee will further review.

Sue Seider thanked the committees for their good work which will be further reviewed at the next GSC meeting.

#### 9. Committee Reports

- **GSA:** Student representative Kaitlyn Dyleski, GSA Vice President of Finance. See above.
- **Scholarship:** Dr. Oscar Perdomo (Chair); Drs. Wang, Siporin (Tentative), Voight. Deadline recommendations need to be in Dean's office on November 14. Only 4 students have been recommended thus far of all of the departments. Need to send name of student and signed form. O. Perdomo passed around the list of departments that have not submitted.
- **Policy:** Dr. Mike Davis (Chair); Members: Drs. Spector, Retelle, Seider, DNAP Admission Policy; Bylaws. - 1) Dr. Rollin shared - admission policies for the DNAP program: Entry and Advanced Specializations. Both the Entry and Advanced Specializations were approved. See policy below.
- Revision of GSC bylaws. Continued discussions that started in spring semester, 2011. Information distributed to GSC members. Dr. Davis shared. SEE BELOW revisions to GSC Bylaws: Approved.
- **Appeals:** Dr. Ralph Cohen (Chair); Drs. J. DeLaura, G. Fitzgerald, J. Thomas, S. Seider. No report. No Appeals.
- **Curriculum:** Dr. Carlotta Parr, Chair, Members: Drs. Leonidas, Nelson, Panoutsopoulos. (See attachment from Carlotta Parr- Minutes of 10/20/11 Meeting.)

All curriculum items were approved include DNAP, Engineering, and Sociology-amend course description that graduate students need to find a repository for their research project. Humanities was postponed because no representative was at the committee. See below for Curriculum approvals.

***(\*PLEASE REMEMBER: Curriculum sheets need to be signed by the Dean, Graduate Studies in order to be considered at meeting.)***

New Business: none

**By-Laws of the  
Graduate Studies Committee  
10/27/11**

**I. Membership**

1. One member and alternate *shall be* elected for continuous terms at the discretion of the academic department offering graduate programs and of the University library. Elected alternates can serve as representatives of their departments only when elected members are unable to fulfill their responsibilities.
2. In addition, any department offering more than one degree program may select one member to represent each degree program. Similarly, the faculty committee or the departments offering an interdisciplinary or multidisciplinary degree program may each select a member to serve on the GSC.
3. The Chair of the Curriculum Committee, *ex officio*.
4. The Dean or designee of the School of Graduate Studies and the Deans or designees of the Academic Schools that offer graduate programs, *ex officio*.
5. One or two graduate students and their alternates selected for a one-year term by and from the matriculated graduate students in good standing according to procedures established by the Graduate Student Association.

**II. Organization and Procedures**

1. The GSC shall organize itself in the spring before the end of the academic year, electing its chair and secretary for three year terms from among those members representing academic departments and the University library. The chair and secretary shall serve no more than two consecutive terms.
2. The date and place of meeting shall be established at the organizational meeting. The GSC will ordinarily meet on the fourth Thursday of each month during the academic year.
3. The latest edition of "Robert's Rules of Order, Newly Revised" shall be the parliamentary authority for the GSC.
4. A quorum shall consist of forty percent of all voting GSC representatives as specified in Articles I. 1, I. 2 and I. 6.
5. The by-laws may be amended by a majority vote of GSC members present at any regular or special meeting of the GSC provided that written amendments are presented to the GSC members as part of the next GSC agenda.
6. An agenda of items to be considered in any meeting shall be sent by the Chair to members of the committee not less than three days prior to the call of the meeting. The by-laws shall be distributed to members prior to the first fall GSC meeting.
7. Meeting minutes and reports to the Senate (see Sec III. 6.) shall be posted on the Graduate Studies website under the appropriate GSC link.
8. Standing Committees shall be established to carry out the functions and responsibilities as described in the Standing Committees Structure Article IV.

### **III. Functions and Responsibilities**

1. To review and recommend to the Curriculum Committee all proposals and recommendations regarding graduate courses and programs.
2. To formulate and recommend to the Faculty Senate academic policies affecting graduate matters such as courses, programs, degree requirements, scholastic standards and admission policies.
3. To evaluate proposals and recommendations of faculty members, departments, and university committees for their effect on graduate program(s) and/or the School of Graduate Studies.
4. To hear appeals from the administrative decisions of the Dean of the School of Graduate Studies relative to admission to candidacy, meeting of degree requirements and similar matters.
5. To recommend to the Dean the names of graduate students eligible for scholarships, fellowships and other awards.
6. To present to the Faculty Senate a report of the activities of the committee prior to the close of each academic semester.
7. To advise the Dean regarding graduate programs, policies and procedures.

### **IV. Standing Committees**

1. Standing Committees are established to effectively carry out the business of the GSC. The standing committees shall include:
  - a. Appeals  
Definition: The Appeals Committee will meet on an as needed basis to review any appeals of nongraded performance-based assessments.
  - b. Curriculum  
Definition: The Curriculum Committee will meet at least one time per month during the academic semester to discuss changes in graduate curriculum to be forward to the Graduate Studies Committee.
  - c. Policy  
Definition: The Policy Committee will meet at least one time per month during the academic semester to discuss and forward changes in graduate policy to the Graduate Studies Committee as well as provide advice, input and feedback to the Dean of the Graduate School in a timely manner.
  - d. Scholarship and Awards  
Definition: The Scholarship and Awards Committee will meet on an as needed basis to determine the recipients of graduate academic awards, Community of Scholars tribute, and assist in reviewing candidates for the GSA Scholarship.
2. Assignment of members to standing committees will be carried out by the chairs of the standing committees at the beginning of the academic year. Members should be provided the opportunity to request specific committee assignments. Standing Committee membership shall be balanced by School.
3. Standing Committee membership will be balanced by School.

4. Chairs of the standing committees for the new academic year will be appointed by the chair of the GSC prior to the end of the previous academic year. It is recommended that standing committee chairs will have previously served on the GSC before chairing a standing committee. However, chairs of the Policy and Curriculum Committees will have previously served on the Policy or Curriculum Committees, respectively.
5. The Standing Committees shall review all proposals emanating from any of the constituencies and make recommendations to the GSC membership. The Standing Committees shall possess the power to recommend amendments, subject to the limitations of the GSC itself.
6. The Standing Committees shall meet prior to all GSC meetings where pertinent items are on the agenda.
7. A written report shall be presented to members of the GSC as to the results of the standing committee deliberations or recommendations, in advance of GSC meetings whenever practical.
8. *Ad hoc* committees chaired by a GSC member and including GSC members and other University faculty as appropriate may be appointed by the GSA Chair or the Dean of the School of Graduate Studies.

#### **V. Graduate Studies Committee Approval Procedures**

1. Requests for Curriculum Changes
  - a. All requests for curriculum changes shall be governed by the University Curriculum Committee by-laws.
  - b. Requests from a Department or School shall be signed by the Department Chair and the Deans of both the Academic School and the Graduate School.
  - c. Copies of requests submitted to the Chair of the University Curriculum Committee shall be forwarded concurrently to the Chair of the Graduate Curriculum Committee at least one week in advance of the Graduate Curriculum Committee meeting at which they are to be considered.
  - d. Requests affecting more than one department shall carry appropriate endorsement by the other group(s) concerned.
  - e. Department representatives shall be present at the Graduate Curriculum Committee meeting to discuss the proposed changes and respond to questions from members of the Graduate Curriculum Committee.
  - f. All proposals approved by the Graduate Curriculum Committee shall be submitted to the next regularly scheduled Graduate Studies Committee meeting for approval prior to referral to the Faculty Senate.
  - g. Procedures for effecting minor curriculum changes shall be in accordance with the University Curriculum Committee by-laws.
2. Requests for Changes in Scholastic Standards or Admissions Policies
  - a. Requests for changes that deviate from current graduate scholastic standards or admissions policies shall be made according to the latest Graduate Studies Committee format (Attachment I).



- b. Requests for changes to graduate scholastic standards or admission policies shall be approved by the Graduate Studies Committee prior to referral to the Faculty Senate.
- c. Following approval by department faculty, requests should be referred to the Chair of the Graduate Policy Committee before the Monday prior to its regularly scheduled meeting. A copy of the request shall be forwarded concurrently to the Chair of the Graduate Studies Committee.
- d. Requests affecting more than one department shall carry appropriate endorsement by the other group(s) concerned.
- e. Department representatives must be present at the Graduate Policy Committee meeting to review the proposed changes and respond to questions from members of the Graduate Policy Committee.
- f. All proposals approved by the Graduate Policy Committee shall be submitted to the next regularly scheduled Graduate Studies Committee meeting for approval prior to reporting to the Faculty Senate.

#### **Attachment I**

##### Recommended Format for GSC Submissions Relating to Scholastic Standards or Admissions Policies

Requests for changes to Graduate scholastic standards or admissions policies shall include the following:

- a. Nature of request
- b. Documented approval of Department, including date approved
- c. Rationale for recommended change
- d. A copy of the existing standards or policies and the exact new wording that will go into Graduate Catalog

Approved: **10-27-2011**

## **Admission requirements to DNAP**

### **Admission requirements to DNAP: Entry-level Specialization**

All Applicants must demonstrate:

1. Bachelor's degree from a regionally accredited institution of higher education and satisfy both the University's and the affiliated hospital school of nurse anesthesia's criteria for acceptance. The BSN from an NLN or AACN accredited baccalaureate program in nursing or another appropriate baccalaureate degree (biology, chemistry, etc.) from a regionally accredited institution of higher education must be completed at the time of application.
2. Cumulative GPA 3.00 or higher on a 4.00 scale (A is 4.00).
3. Completed a year in chemistry (this must include inorganic *and* organic chemistry or biochemistry), a year in anatomy and physiology, and one course in microbiology. *Please note* one course in chemistry and one course in anatomy and physiology must be less than 10 years old.
4. Current unencumbered licensure as a registered nurse in one of the 50 states and a current certification in basic life support (BLS).
5. A minimum of one year of critical care experience at the time of application in which the applicant has had the opportunity to develop independent decision making, demonstrate psychomotor skills and the ability to use and interpret advanced monitoring, based on a knowledge of physiologic and pharmacologic principles as evidence by a letter from a supervisor.
6. Graduate Record Examination
7. A satisfactory interview with the admissions committee from an affiliated hospital school of nurse anesthesia, if selected as finalist.

All Applicants must send the following to a director of affiliated hospital school of nurse anesthesia\*:

1. Official transcripts of all undergraduate and graduate coursework;
2. Copy of licensure as a registered nurse in one of the 50 states and a current certification in basic life support (BLS);
3. Three letters of recommendation from employers or educators familiar with your academic or professional experience; one must be from the Office of the Dean or Director of your school of nursing and one from a current supervisor; one of these letters must demonstrate your years of critical care experience;
4. Resume or Curriculum Vitae outlining work experience;
5. Graduate Record Examination scores;
6. Narrative statement covering career goals, reason for pursuing doctorate, life/work experience relevant as part of your educational experience, ability to pursue study during summer, fall and spring semesters;
7. Application form for affiliated hospital school of nurse anesthesia.
8. Application materials are due October 15 for summer matriculation into the DNAP: Entry-level Specialization Program\*. If selected, application must be made to Central Connecticut State University no later than March 1.

\*Until 2017, send application materials to Judy Thompson, CRNA, MS, DNAP, Director; Hospital of Saint Raphael School of Nurse Anesthesia; 1423 Chapel Street, New Haven, CT 06511.

Students not meeting admissions requirements will not be allowed to take course(s) in the program on a conditional or provisional basis. Conditional or provisional acceptance into the program is not an option.

TO: Members of the Graduate Studies Curriculum Subcommittee  
 FROM: Carlotta Parr, Chair  
 832-3317; parrc@ccsu.edu  
 SUBJ: October 20, 2010, Meeting at 2:30 in Vance, Room 466

----- AGENDA

I. New Business

<b>Biology</b>		
1	Graduate Course Addition: <a href="#">ACP 500</a>	[AS][SEPS][GS]
	ACP 500 Basic Principles of Nurse Anesthesia Practice 0 Prereq.: Completion of 24 credits in DNAP program or 21 credits in M.S. Biological Sciences: Anesthesia Program. Overview of current anesthetic practice (45 hours). Topics include pre-anesthesia evaluation, fluid and blood therapy, monitoring the anesthesia machine, acid-base balance, pain management, post anesthesia care unit, and regional anesthesia. Conducted at affiliated hospital school of nurse anesthesia. Spring, Summer.	
2	Graduate Course Addition: <a href="#">ACP 501</a>	[AS][SEPS][GS]
	ACP 501 Anesthesia Clinical Practicum 0 Prereq.: Completion of 33 credits in DNAP program or 21 credits in M.S. Biological Sciences: Anesthesia Program and 3.0 cumulative GPA. Structured, supervised clinical training and experience to learn how to organize, administer, and manage anesthesia in a wide range of ages of patients. Conducted at affiliated hospital school of nurse anesthesia or their affiliated sites. Includes clinical practice (360 hours), advanced principles of nurse anesthesia practice (30 hours), applied pharmacology (10 hours), physics (24 hours), and professional aspects of nurse anesthesia practice (15 hours). Summer.	
3	Graduate Course Addition: <a href="#">ACP 502</a>	[AS][SEPS][GS]
	ACP 502 Anesthesia Clinical Practicum 0 Prereq.: ACP 501 and 3.0 cumulative GPA. Continuation of ACP 501. Conducted at affiliated hospital school of nurse anesthesia or their affiliated sites. Includes clinical practice (480 hours), advanced principles of nurse anesthesia practice (30 hours), applied pharmacology (10 hours), and professional aspects of nurse anesthesia practice (15 hours). Fall.	
4	Graduate Course Addition: <a href="#">ACP 503</a>	[AS][SEPS][GS]

	<p>ACP 503 Anesthesia Clinical Practicum 0  Prereq.: ACP 502 and 3.0 cumulative GPA. Continuation of ACP 502. Conducted at affiliated hospital school of nurse anesthesia or their affiliated sites. Includes clinical practice (480 hours), advanced principles of nurse anesthesia practice (30 hours), applied pharmacology (10 hours), and professional aspects of nurse anesthesia practice (15 hours). Spring.</p>	
5	Graduate Course Addition: <a href="#">ACP 504</a>	[AS][SEPS][GS]
	<p>ACP 504 Anesthesia Clinical Practicum 0  Prereq.: ACP 503. Continuation of ACP 503. Conducted at affiliated hospital school of nurse anesthesia or their affiliated sites. Summer.</p>	
6	Graduate Course Addition: <a href="#">ACP 505</a>	[AS][SEPS][GS]
	<p>ACP 505 Anesthesia Clinical Practicum 0  Prereq.: ACP 504. Continuation of ACP 504. Conducted at affiliated hospital school of nurse anesthesia or their affiliated sites. Fall.</p>	
7	Graduate Course Addition: <a href="#">ACP 733</a>	[AS][SEPS][GS]
	<p>ACP 733 Advanced Anesthesia Clinical Practicum I 3  Prereq.: ACP 503 or previous anesthesia clinical experience, and 3.0 cumulative GPA. Structured, supervised clinical training and advanced experiences to organize, administer, and manage anesthesia in a general or specialty setting. Professional portfolio with written case studies of clinical experiences; focus on methods for determining best clinical practices through identification of problems, review and systematic evaluation of current research, interdisciplinary collaboration, and consideration of economic and other factors that may impact patient outcomes. Conducted at affiliated hospital school of nurse anesthesia or other approved clinical sites. Summer.</p>	
8	Graduate Course Addition: <a href="#">ACP 734</a>	[AS][SEPS][GS]
	<p>ACP 734 Advanced Anesthesia Clinical Practicum II 3  Prereq.: ACP 733 and 3.0 cumulative GPA. Continuation of ACP 733. Continuation of professional portfolio at more advanced level. Conducted at affiliated hospital school of nurse anesthesia or other approved clinical sites. Fall.</p>	
9	Graduate Course Addition: <a href="#">ACP 735</a>	[AS][SEPS][GS]
	<p>ACP 735 Advanced Anesthesia Clinical Practicum III 3  Prereq.: ACP 734 and 3.0 cumulative GPA. Continuation of ACP 734. Continuation of professional portfolio at more advanced level. Conducted at affiliated hospital school of nurse anesthesia or other approved clinical sites. Spring.</p>	

10	Graduate Course Addition: <a href="#">BIO 525</a>	[AS][SEPS][GS]
	<p>BIO 525 Advanced Physical Health Assessment for Nurse Anesthetists 3</p> <p>Prereq.: Admission to M.S. Biological Sciences: Anesthesia Program; or Admission to DNAP Program. Lectures, demonstrations, group discussions and simulations presenting advanced physical health assessment of all body systems. Includes principles of peri-anesthetic care of patients with emphasis on cardiovascular, pulmonary, neurologic, renal and endocrine function; interpretation of lab data and selected specialty examinations such as pulmonary function studies, chest X-rays, 12-lead EKGs, and cardiology studies. Spring.</p>	
11	Graduate Course Addition: <a href="#">BIO 725</a>	[AS][SEPS][GS]
	<p>BIO 725 Bioethics and Nurse Anesthesia 3</p> <p>Prereq.: Admission to DNAP program. Ethical issues in biomedical research and health policy. Foundational knowledge and skills in responsible bioethical decision making behavior to reflect upon, address and resolve the ethical and socio-cultural issues confronted during their training and professional practice. Fall.</p>	
12	Graduate Course Addition: <a href="#">BIO 730</a>	[AS][SEPS][GS]
	<p>BIO 730 Human Factors and Patient Safety for Nurse Anesthetists 3</p> <p>Prereq.: ACP 501 or previous anesthesia clinical experience.</p> <p>Explores human error and patient safety in anesthesia care. Introduces a systems approach to error investigation and analysis; use of multidisciplinary teamwork for prevention of errors and crisis management; and use of simulation and monitoring systems and other techniques in improving safety in anesthesia practice. Spring.</p>	

13	Graduate Course Addition: <a href="#">BIO 736</a>	[AS][SEPS][GS]
	<p>BIO 736 Evidence-Based Practice and Biostatistics 3</p> <p>Prereq.: BIO 598 or equivalent and admission to DNAP program.</p> <p>Review of statistical techniques and their benefits and limitations for clinical research; Emphasis on reviewing medical literature. Includes translation of research in practice, evaluation of practice, and improvement and reliability of nurse anesthesia practice and outcomes. Spring.</p>	
14	Graduate Course Addition: <a href="#">BIO 739</a>	[AS][SEPS][GS]

	<p>BIO 739 Advanced Topics in Pharmacology 3  Prereq.: ACP 733 Advanced Anesthesia Clinical Practicum I. Study of current topics in pharmacology and nurse anesthesia practice. Topics will vary. Fall.</p>	
15	Graduate Course Addition: <a href="#">BIO 740</a>	[AS][SEPS][GS]
	<p>BIO 740 Leadership in Nurse Anesthesia Education 3  Prereq.: ACP 733 Advanced Clinical Practicum I or may be taken concurrently with permission of coordinator. Principles of teaching and learning applicable to the anesthesia didactic and clinical environment. Strategies in teacher/learner communication, presentation development and strategies, curriculum design and methods of evaluation pertinent to nurse anesthesia education. Spring.</p>	
16	Graduate Course Addition: <a href="#">BIO 742</a>	[AS][SEPS][GS]
	<p>BIO 742 Advanced Topics in Nurse Anesthesia 3  Prereq.: ACP 501 Anesthesia Clinical Practicum or previous anesthesia clinical experience. Topics will vary as relevant to discipline of nurse anesthesia. Topics may include healthcare policy developments, needs of ethnically and culturally diverse populations, nutrition, simulation learning, medical and legal issues in anesthesia and health care, and leadership skills in anesthesia. Lectures, seminars, discussions, independent readings and reports as appropriate for the topic will be utilized. Fall.</p>	
17	Graduate Course Addition: <a href="#">BIO 745</a>	[AS][SEPS][GS]
	<p>BIO 745 Doctoral Capstone Project I 3  Prereq.: BIO 733 Advanced Clinical Practicum I, 3.0 cumulative GPA, and successful completion of Doctoral Comprehensive Exam. Capstone project proposal, including literature review and methodology. Capstone project is expected to be relevant to clinical practice, education, or leadership, and use evidence-based practice to improve clinical practice and patient outcomes. Students work with their doctoral capstone project advisor and committee members both individually and in small group meetings. Fall, Spring, Summer.</p>	
18	Graduate Course Addition: <a href="#">BIO 746</a>	[AS][SEPS][GS]
	<p>BIO 746 Doctoral Capstone Project II 3  Prereq.: BIO 745 and 3.0 cumulative GPA. Doctoral capstone project research, writing and capstone defense if ready. Students work with their doctoral capstone advisor and committee members both individually and in small group meetings.</p>	
19	Graduate Course Addition: <a href="#">BIO 747</a>	[AS][SEPS][GS]

	<p>BIO 747 Doctoral Capstone Project III 1  Prereq.: BIO 746 and 3.0 cumulative GPA. Required continuation of BIO 746 for students who have not completed their doctoral capstone projects and defense. May be repeated for up to 6 credits over three calendar years. Students work with their dissertation advisor and committee members both individually and in small group meetings. Fall, Spring, Summer.</p>	
20	<p>Graduate Program Revision: <a href="#">Master of Science in Biological Sciences: Anesthesia</a></p>	[AS][SEPS][GS]
	<p>Coordinator: Ruth Rollin  Program Rationale:  The MS Biological Sciences: Anesthesia Program is designed for registered nurses who wish to become nurse anesthetists and to expand their background in the areas of biology specific to their disciplines.  Program Learning Outcomes:  Graduate students will:</p> <ul style="list-style-type: none"> <li>• demonstrate a thorough understanding of physiology, pathophysiology, pharmacology, immunology, and the anesthesia-specific areas of patient safety, anesthetic management, and professional role;</li> <li>• describe scientific methodology and conduct experiments;</li> <li>• be able to read and comprehend primary literature;</li> </ul> <p>38 SCHOOL OF ARTS AND SCIENCES</p> <ul style="list-style-type: none"> <li>• deliver effective oral presentations (poster or PowerPoint); and</li> <li>• effectively communicate on research in written format.</li> </ul> <p>Course and Capstone Requirements:  Major Field Requirements (21 credits):  BIO 500 Seminar in Biology  BIO 517 Human Anatomy, Physiology and Pathophysiology  BIO 518 Applied Physiology  BIO 519 Advanced Neuroscience  BIO 525 Advanced Physical Health Assessment for Nurse Anesthetists  BIO 528 Pharmacology  BIO 530 Immunology  CHEM 550 Basic Organic and Biological Chemistry</p>	



	<p>Clinical Practicum(1000 hours of clinical practicum and is 17 months in length):  ACP 500 Basic Principles of Nurse Anesthesia Practice  ACP 501 Anesthesia Clinical Practicum  ACP 502 Anesthesia Clinical Practicum  ACP 503 Anesthesia Clinical Practicum  ACP 504 Anesthesia Clinical Practicum  ACP 505 Anesthesia Clinical Practicum</p> <p>Research (4-6 credits):  Plan A Capstone:  BIO 598 Research in Biology  BIO 599 Thesis (3 credits)  and thesis defense  or  Plan B Capstone:  BIO 590 Focused Study in Advanced Biology  BIO 598 Research in Biology  Comprehensive exam</p> <p>Note to prospective anesthesia students: The student must be a licensed registered nurse and satisfactorily complete the program of study in anesthesia at an affiliated hospital-based school of nurse anesthesia which includes 1000 hours of clinical practicum. Admission to this program is contingent upon admission to one of the following affiliated schools: New Britain School of Nurse Anesthesia, New Britain, CT: John Satterfield, M.D., medical director, and Joan Dobbins, M.S., CRNA, program director. Hospital of St. Raphael, New Haven, CT: Philip J. Noto, M.D., medical director, School of Anesthesia; and Judy Thompson, M.S., CRNA, program director. Memorial Hospital of Rhode Island, Pawtucket, R.I.: Peter Baziotis, M.D., medical director, School of Anesthesia; and Mark Foster, M.A., CRNA, program director. Note: Additional work, as described in the course syllabi, will be required for graduate credit in 400-level courses. Students may take no more than nine credits of 400-level courses.</p>	
<b>Engineering</b>		
21	Undergraduate/Graduate Course Revision: <a href="#">ETM 467</a> - <b>change title, description and cycling</b>	[SET][GS]
	<p><i>Change course to the following:</i></p> <p>ETM 467 Applied Finite Element Analysis 3  Prereq.: ENGR 257 (C- or higher) or ET 357 (C- or higher) or permission of instructor. Application of the finite element method to structural engineering problems. Study of truss, beam, plane stress, plane strain, shell, and solid continuum finite elements; mesh</p>	

	generation; proper element density and element interfacing; and composite modeling problems. Two hours lecture and two hours laboratory, course meets four hours per week. [GR]	
<b>Humanities and International Studies</b>		
22	Undergraduate Course Revision: <a href="#">HUM 490</a> - <b>change number, title, description, credits</b>	AS][GE][GS]
	<p><i>Change course to the following (delete this course from the Grad catalog, remove Grad credit in undergrad catalog):</i></p> <p>HUM 330 Selected Topics in Global Cultures 3 or 6 Advanced interdisciplinary approach of selected topics in the culture of a particular country as reflected in its language, music, literature, art, folklore, politics and history. The country covered may vary from section to section. Offered in English. May be repeated with different topics or country. Cross-listed with IS 330. No credit will be given to students with credits for IS 330 on the same topic. [I]</p>	
23	Undergraduate Course Revision: <a href="#">HUM 494</a> - <b>change number, title, description</b>	AS][GE][GS]
	<p><i>Change course to the following (delete this course from the Grad catalog, remove Grad credit in undergrad catalog):</i></p> <p>HUM 360 International Studies Through Travel 3 or 6 Classroom and study abroad exploring special cultural topics taken from any world region. Offered in English. May be repeated with different topics or countries. Cross-listed with IS 360. No credit will be given to students with credit for IS 360 focusing on the same topic. [I]</p>	

### **Admission requirements to DNAP: Advanced Specialization**

All Applicants must demonstrate

1. Graduation from a nurse anesthesia educational program accredited by the Council on Accreditation of Nurse Anesthesia Educational Programs (COA).
2. Master's degree from a regionally accredited institution of higher education;
3. Cumulative GPA 3.00 or higher on a 4.00 scale (A is 4.00).
4. Current unencumbered licensure as a registered nurse in one of the 50 states, a current certification in basic life support (BLS), and advanced practice nurse (if required by home state).
5. Either certification by the Council on Certification of Nurse Anesthetists (certified registered nurse anesthetist, CRNA); or current recertification by the Council on Recertification of Nurse Anesthetists (if past initial certification period).
6. Graduate Record Examination (May be waived if applicant has demonstrated evidence of advanced scholarship, teaching, leadership, and/or ability to conduct research as evidenced by a letter from a supervisor, resume, or other documentation).
7. A satisfactory interview with the admissions committee from an affiliated hospital school of nurse anesthesia, if selected as finalist.

All Applicants must send the following to a director of affiliated hospital school of nurse anesthesia \*:

1. Official transcripts of all undergraduate and graduate coursework;
2. Copy of licensure as a registered nurse in one of the 50 states, a current certification in basic life support (BLS), and advanced practice nurse (if required by home state);
3. Copy of either certification by the Council on Certification of Nurse Anesthetists (certified registered nurse anesthetist, CRNA); or current recertification by the Council on Recertification of Nurse Anesthetists (if past initial certification period);
4. Graduate Record Examination scores; for demonstration of advanced scholarship, teaching, leadership, and/or ability to conduct research, a letter from a supervisor.
5. Three letters of recommendation from employers or educators familiar with your academic or professional experience; one must be from the Office of the Dean or Director of your school of nurse anesthesia and one from a current supervisor;
6. Resume or Curriculum Vitae outlining work experience;
7. Narrative statement covering career goals, reason for pursuing doctorate, life/work experience relevant as part of your educational experience, ability to pursue study during summer, fall and spring semesters;
8. Application form for affiliated hospital school of nurse anesthesia.
9. Application materials are due January 1 for fall matriculation into the DNAP: Advanced Specialization Program\*. If selected, application must be made to Central Connecticut State University no later than May 1.

\*Until 2017, send application materials to Judy Thompson, CRNA, MS, DNAP, Director; Hospital of Saint Raphael School of Nurse Anesthesia; 1423 Chapel Street, New Haven, CT 06511.

Preference will be given to those with a previous course in statistics.

Students not meeting admissions requirements will not be allowed to take course(s) in the program on a conditional or provisional basis. Conditional or provisional acceptance into the program is not an option.