Graduate Studies Committee
Minutes of September 8, 2015

Members present: Sloane Burke, Ranita Chatterjee, Gina Giotta, Keiko Hirata, Sami Maalouf, Richard Moore, Merril Simon, Mary-Pat Stein, Casey terHorst, Chelsea Turner, Andrew Weiss
Excused: Tom Cai, Abraham Rutchick
Executive Secretary: Crist Khachikian
Guests: John Binkley, Matthew Cahn, Lauren Carris, Merav Efrat, Marilynn Filbeck, David Gray, Christine Hayashi, Deborah Heisley, Christopher Jones, Garry Lennon, Sheena Malhotra, Robert Ryan, Mary Jo Sariscsany, Diane Schwartz
Staff: Hedy Carpenter, Lani Kiapos, Gloria Rocklin, Margaret Shiffrar

I. Call to Order

The meeting was called to order at 2:01 p.m.

II. Senate Executive Committee Representative for the GSC

Diane Schwartz from the Computer Science Department has been appointed as the Senate Executive Committee representative. Schwartz is assigned to review the minutes for any new policies or policy changes approved by the GSC to send to the Senate Executive Committee. She explained the committee’s charge/mission and thanked the members for serving on the committee.

III. Announcements

Hedy Carpenter introduced Chelsea Turner, a graduate student from Communication Studies who was appointed by the Associated Students to serve on the GSC. Turner announced that she and other graduate students have begun the process to form a Graduate Student Leadership Council. Their first meeting will be tonight in the USU. The purpose of the organization is to assist and enhance the quality of the graduate student experience. She anticipates that officers will be selected and a constitution will be drawn up.

Hedy Carpenter announced that the Thesis/Dissertation Support Program application deadline is October 12th. She also announced that the Thesis/Dissertation Writing Workshop is on Saturday, October 17th and the Advancement to Graduate Education Conference is on Saturday, October 24th. In addition, Carpenter reported that the Graduate Studies Office will be recruiting at several CSU and UC graduate fairs and will be contacting departments for graduate program brochures.

Maggie Shiffrar discussed some of the issues surrounding Harry Hellenbrand’s decision for restricting graduate students from taking 100-300 level courses in Fall 2015. She provided examples of how some graduate programs responded to this decision including raising admission standards, upgrading 300-level to 400-level
courses, removing post-admission pre-requisites and advising potential applicants and newly admitted to take lower division preparatory courses at a community college.

In addition, Maggie Shiffrar discussed the federal financial aid issues for graduate students. She explained that graduate students are only financial aid eligible for 125% of the minimum number of units required to complete their degree. Graduate students enrolled in fewer than 4 units receive no financial aid and must start paying their student loans 6 months after taking fewer than 4 units. She also explained the disadvantages of late admission since it can take 3 months for financial aid to be approved for new students. She reported that some graduate programs have responded to financial aid constraints on their students by creating certificate programs, requested that the culminating experience units become inclusive of their program, removed unofficial coursework and changed the total number of units in the graduate program.

IV. Curriculum Assignments and Schedule

The committee received curriculum from seven colleges. Consistent with GSC practices, two members were assigned to lead the review and discussion of curriculum from each of the colleges. Additionally, the month/meeting of each review was determined. Following is a listing of the colleges, GSC representatives, and month of review.

**College of Arts, Media, & Communication and College of Science & Mathematics** – Sloane Burke (Health Sciences) and Ranita Chatterjee (English) – October

**College of Engineering & Computer Science** – Mary-Pat Stein (Biology) and Casey terHorst (Biology) – October

**College of Education** – Keiko Hirata (Political Science), Sami Maalouf (Civil Engineering & Construction Management), and Andrew Weiss (Oviatt Library) – November

**College of Health & Human Development** – Abraham Rutchick (Psychology), Merril Simon (Educational Psychology & Counseling), and Chelsea Turner (Communication Studies) – November

**College of Humanities and College of Social and Behavioral Sciences** – Gina Giotta (Communication Studies) and Richard Moore (Management) – November

V. Program Review Assignment

Communication Studies on September 29th – Ranita Chatterjee
VI. Experimental Topics Courses

GSC approved the following new and previously offered experimental topics course proposals for Spring 2016:

College of Business and Economics

Business Administration
1. GBUS 695L-Entrepreneurship (2nd offering)

College of Engineering and Computer Science

Electrical and Computer Engineering
1. ECE 595DEG-Distributed Alternative Energy Generation (4th offering)

College of Health and Human Development

Health Sciences
1. HSCI 595D-Public Health Policy: Processes and Development (3rd offering)
2. HSCI 595E-Women’s Global Health (1st offering)

College of Humanities

Chicana/o Studies
1. CHS 595IP-Identity and Performance (4th offering)

College of Science and Mathematics

Physics
1. PHYS 595MAE-Multiferroic Materials and Systems (1st offering)

College of Social and Behavioral Sciences

Sociology
1. SOC 496GL-Sociology of Globalization (1st offering)
2. SOC 496IM-Sociology of Immigration (1st offering)

VII. Curriculum Review

A. College of Health and Human Development

Health Sciences
1. New course proposal for HSCI 534-Lactation Education for the Healthcare Professional was tabled until the November meeting. The GSC requested that the department submit a program modification proposal to add the proposed elective course to the Catalog.
VIII. Discussion Items

Maggie Shiffrar presented data on international graduate students in poor academic standing (probation or disqualified). She discussed the problems with the business practice that was used for disqualified graduate students in Summer 2015. For future terms, Shiffrar suggested that students disqualified at the end of a term do not get an extra chance to raise their GPA to 3.0 with summer or winter grades. Disqualified students would still be able to take summer courses if they enrolled in them before their disqualification becomes official, but reinstatement requests must be processed before summer/winter grades appear. The committee agreed with Shiffrar’s new business practice for future terms. The graduate program coordinators will be informed of the new business practice (to be made effective at the end of the Fall 2015 semester).

Mary-Pat Stein requested three subcommittees to 1) revise the culminating experience rules for master’s and doctoral programs; 2) develop a business practice for over-aged courses, certificates and options; and 3) create an exit survey for graduate students. Ranita Chatterjee, Rick Moore, Maggie Shiffrar, John Binkley, and Chris Hayashi volunteered to serve on the culminating experience subcommittee. Keiko Hirata, Abe Rutchick, Casey terHorst, and Mary-Pat Stein will serve on the over-aged courses, certificates and options subcommittee. Gina Giotta, Sami Maalouf, Chelsea Turner, Andrew Weiss, and Maggie Shiffrar agreed to serve on the exit survey for graduate students subcommittee.

IX. Adjournment

The meeting was adjourned at 3:38 p.m.