Graduate Studies Committee
Minutes of November 10, 2015

Members present: Ranita Chatterjee, Gina Giotta, Keiko Hirata, Sami Maalouf, Richard Moore, Abraham Rutnick, Merril Simon, Mary-Pat Stein, Casey terHorst, Chelsea Turner, Andrew Weiss

Excused: Sloan Burke, Tom Cai

Executive Secretary: Crist Khachikian

Guests: Jodi Brown, Matthew Cahn, Lauren Carris, Yreina Cervantez, Cathy Costin, Brian Foley, Julie Gainsburg, Diane Gehart, David Gray, Gabriel Gutierrez, Christine Hayashi, Deborah Heisley, Ed Jackiewicz, Carolyn Jeffries, Christopher Jones, Garry Lennon, Amy Levine, Regan Maas, Sheena Malhotra, Mary Pardo, Kathryn Peckham-Hardin, Robert Ryan, Tovah Sands, Mary Jo Sariscsany

Staff: Hedy Carpenter, Gloria Rocklin, Margaret Shiffrar

I. Call to Order

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

II. Approval of Minutes

Minutes of the October 13th meeting were approved.

III. Announcements

Hedy Carpenter reported that 250 CSUN students attended the AGE Conference. Based on the student’s evaluation, it was a very successful event. She announced that the Student Research Symposium will be on Friday, February 19, 2016 and will be contacting the committee, associate deans, and faculty to serve as judges. In addition, Carpenter reported that the Graduate Studies Office has been recruiting applicants for CSUN graduate programs at several graduate fairs and the office has been sending the prospective students’ contact information to departments and the graduate program coordinators.

Chelsea Turner announced the Associated Students (A.S.) 100-Day Initiative. She explained that the objective of the initiative is to educate students about A.S and encourage greater involvement of students in the issues of the campus. She asked that faculty contact her if they would like her to give a 5-10 minutes presentation to inform graduate students about the Student Travel and Academic Research (STAR) funding program.

Maggie Shiffrar reported that the curriculum proposals from the College of Health and Human Development originally scheduled for today will be tabled until the December meeting. She also announced that all CSUN graduate students are now required to complete the online Title IX training program. All graduate students were
informed by email of the training requirement and the deadline for completion is November 13th.

IV. Curriculum Review Deadlines

There was significant concern about members of the GSC not being given sufficient time to review program proposals and/or proposal revisions. Going forward, the committee agreed to send the associate deans the revisions/recommendations at least three weeks before each GSC meeting. It was also agreed that the associate deans must upload the revised proposals at least one week before the corresponding GSC meeting. The specific deadlines will be noted on documents at the start of each term.

V. Curriculum Review

A. College of Education

*Educational Psychology and Counseling*

1. Course modification proposals for EPC 690A, EPC 690B, EPC 690C-Advanced Fieldwork and Professional Development to change course description and basis of grading were approved.

2. New course proposal for EPC 616-Seminar: Current Trends in Instructional Design and Adult Learning was approved.

3. New course proposal for EPC 621-Collaboration and Consultation for School Counselors was approved with revisions.

4. New course proposal for EPC 698D-Graduate Culminating Project was tabled for revisions.

5. New program proposal for the M.A. in Instructional Design was tabled.

6. Program modification proposal to change program requirements for the M.S. in Counseling, School Counseling Option was approved with minor revisions.

7. The Educational Psychology and Counseling department promised to submit a program modification proposal to restructure the common core courses for the M.S. in Counseling program in order to come into compliance with the updated EO-1071 no later than Fall 2016.

*Secondary Education*

1. Course modification proposals for SED 554/S-Supervised Field Experience for Single Subject Credential, SED 555-Supervised Practicum for the Single Subject Credential, SED 555BL-Supervised Practicum for the Single Subject Credential with BCLAD Emphasis, and SED 555S-Practicum Seminar for the Single Subject Credential to change course description and requisites were approved.
2. New course proposal for SED 505-Completing the Induction Experience was approved.

Special Education
1. Course modification proposals for SPED 400-Developmental Differences and Implications in Special Education and SPED 404-Teaching Diverse Learners with Social Communication Disabilities including Autism to change the course description were approved.

2. Course modification proposals for SPED 501MM-Special Education Assessment of Diverse Learners with Mild/Moderate Disabilities, SPED 505MS- Curriculum and Instruction for Diverse Learners with Moderate/Severe Disabilities, SPED 535-Collaboration with Families in Early Childhood Special Education, SPED 580ECI-Advanced Specialist Fieldwork in Early Childhood Special Education, SPED 580MM-Student Teaching and Seminar in Mild/Moderate Disabilities, SPED 672-Advanced Assessment, SPED 683-Current Trends in Special Education, and SPED 683EC-Current Trends in Early Childhood Special Education to change course description and requisites were approved.

3. Course modification proposal for SPED 697-Directed Comprehensive Studies was tabled for revisions.

4. New course proposal for SPED 625-Adapting Curriculum and Instruction to Facilitate the Development of Language and Academic Skills was approved.

5. Program modification proposal to add SPED 625 to the Education Specialist Clear Credential program was approved.

6. Program modification proposal to add SPED 625 to the M.A. in Special Education was approved.

7. The Special Education department promised to submit a program modification proposal to restructure the common core courses in its graduate program in order to come into compliance with the updated EO-1071 no later than Fall 2016.

B. College of Humanities

Chicana/o Studies
1. Course modification proposal for CHS 312-Chicana/o Art Studio in Painting to change course description and subject abbreviation number was approved with a minor revision.

2. New course proposals for CHS 509-Chicanas and Feminism, CHS 514-Performance & Identity, and CHS 596A-Z-Selected Graduate Topics in Chicana/o Studies were approved.
3. Program modification proposal to add new courses to the electives for the M.A. in Chicana/o Studies was approved.

C. College of Science and Mathematics

*Physics and Astronomy*
1. Course modification proposal for PHYS 697-Directed Comprehensive Studies to change unit value, course description, requisites, and basis of grading was approved.
2. Program modification proposal to change the catalog description for the M.S. in Physics was approved.

D. College of Social and Behavioral Sciences

*Anthropology*
1. Course modification proposal regarding ANTH 601-Seminar in Anthropological Theory to change the catalog description was approved.

*Geography*
1. New course proposals for GEOG 408H/L-GIS in Water Resource Management and Lab, GEOG 470-The Geography of Aquatic Ecosystems, GEOG 472-Water Transfers in the American West, GEOG 473-Water Quality in the Managed Environment, GEOG 474-Water in Dryland Environments, and GEOG 476-Principles of River Restoration were approved with revisions.
2. New course proposal regarding GEOG 483-Transportation Planning was tabled until the December meeting.
3. The Geography department promised to submit a program modification proposal to restructure the common core courses in its graduate program in order to come into compliance with the updated EO-1071 no later than Fall 2016.

*Social Work*
1. Course modification proposal for SWRK 698-Capstone was approved with revisions.

VI. Program Review Report

Merril Simon attended the Mathematics program review meeting. She reported that the external reviewers comments were positive.

VII. Discussion Items

The GSC approved the following motion regarding the reinstatement of inactive courses: Active courses that have not been offered in seven years will be removed from the printed Catalog. Except in special circumstances as requested by the Department Chair and/or Graduate Program Coordinator and approved by the GSC chair, courses that have not been offered in ten years must go through a GSC reactivation process.
The GSC continued to discuss over-aged certificates and graduate degree programs/options that have not been offered for several years or have never been implemented. The committee deliberated over a reasonable time limit to inactivate over-aged certificates and programs in order to remove them from the printed Catalog. The committee agreed to table the discussion until they review the data on inactive programs.

Shiffrar distributed Assembly Bill No. 716 that was signed by Governor Jerry Brown in September of this year. She explained that AB 716 prohibits graduate and undergraduate programs from requiring students in state support programs to take coursework in special sessions (summer and winter) in order to complete their degree requirements.

Shiffrar distributed an internal document entitled “CSU recommendations on lecturers serving as committee members on master’s theses, doctoral, graduate projects, or comprehensive exams.” She reported that the CSU strongly discourages graduate programs from allowing lecturers to volunteer to serve as a committee member or a committee chair on master’s theses, doctoral dissertations, graduate projects or comprehensive exams. She explained that lecturers should only serve on such graduate committees if that service represents a part of their formal workload. The committee discussed the issues surrounding the recommendations and suggested inviting the Provost to a GSC meeting to address their concerns. The GSC requested that Shiffrar send them the citation as to where the recommendations derived from.

**VIII. Adjournment**

The meeting was adjourned at 3:57 p.m.