Graduate Studies Committee
Minutes of November 18, 2014

Members present: Sloane Burke, Tom Cai, Ranita Chatterjee, Lesley Krane, Shahnam Mirzaei, Richard Moore, Jared Rappaport, Abraham Rutlich, Merrill Simon, Mary-Pat Stein, Andrew Weiss

Excused: Beth Halaas

Executive Secretary: Crist Khachikian

Guests: Tami Abourezk, John Binkley, Beverly Cabello, Matthew Cahn, Cathy Costin, Deborah Cours, Jimmy Gandhi, David Gray, Christine Hayashi, Dan Hosken, Chris Jones, Jennifer Kalfsbeek, Robert Ryan

Staff: Hedy Carpenter, Lani Kiapos, Gloria Rocklin, Margaret Shiffrar

I. Call to Order

The meeting was called to order at 2:02 p.m.

II. Approval of Minutes

Minutes of the October 14th meeting were approved.

III. Announcements

Hedy Carpenter announced that the 19th Annual Student Research & Creative Works Symposium would be held on Friday, February 13, 2015. The application deadline for students to participate in the event is on December 22, 2014. Carpenter will be contacting the committee, associate deans, and faculty to participate as judges.

Maggie Shiffrar announced that the first session of the Thesis/Dissertation Writing Workshop was held on November 15th. She explained that the Office of Graduate Studies developed two Saturday workshops to assist graduate students at the writing stage of their thesis or dissertation. The second session is scheduled on November 22nd.

Gloria Rocklin reported that 142 CSUN undergraduate and graduate students attended the Southern California Diversity in Graduate Education Conference at UC, San Diego on November 8th. She also reported that CSUN’s graduate recruitment tables were very successful.

IV. Curriculum Review

A. College of Arts, Media, and Communication

   Communication Studies
   1. New course proposal in COMS 406-Performance Composition was approved.
B. College of Business and Economics

Business Administration
1. New program proposal to add new concentrations (not to appear on the diploma) in Entrepreneurship, Human Resources and Sustainability to the Masters in Business Administration program was approved.

C. College of Education

Elementary Education
1. Course modification proposals in EED 520-Teaching Reading in the Elementary School and EED 651-Curriculum Assessment to change course title, course abbreviation, course description, and requisites were approved.

2. Course modification proposal in EED 565M-Mathematics Curriculum and Methods to change course description and requisites was approved.

3. Course modification proposal in EED 577-Language Arts and ESL Instruction to change course title, course abbreviation, and course description was approved.

4. New course proposal in EED 502-Advancing Student Learning and Achievement: Systematic Formative Assessment, Research-Based Pedagogy, and Universal Access was approved.

5. New program proposal to General Education Induction Credential for Multiple and Single Subject was approved.

D. College of Engineering and Computer Science

Manufacturing and Systems Engineering Management
1. New course proposals in MSE 540-Sustainability for Engineers, MSE 600-Decision Tools for Engineering Managers, MSE 606-Production and Operations Management for Engineers, MSE 610-Engineering Supply Chain Systems, and MSE 698D-Engineering Management Graduate Project were approved.

5. New program proposal for the Graduate Certificate in Entrepreneurship and Innovation Management for Engineering Professionals was approved.

6. New program proposal to add a new option in Entrepreneurship and Innovation for the M.S. Engineering Management was approved.

7. Program modification proposal to change program requirements for the M.S. in Engineering Management was approved.
E. College of Health and Human Development

*Health Sciences*
1. New program proposal to add a new option in Applied Epidemiology for the M.P.H. program was approved.

F. College of Social and Behavioral Sciences

*Anthropology*
1. Program modification proposal to increase the total units from 30 to 33 units for the M.A. in Anthropology, General Track continued to be tabled.

V. Elevation of an Option Proposal

Tom Cai and Rick Moore will review the new program proposal to elevate the M.A. in Psychology, Behavioral Clinical Psychology Option to an M.S. in Applied Behavior Analysis for the December meeting.

VI. Program Review Reports

Rick Moore attended the Computer Science and Software Engineering MOU meeting, Merrill Simon attended the Humanities MOU meeting, and Hedy Carpenter attended the Linguistics and TESL MOU meeting. The GSC and Graduate Studies representatives reported that the external reviewers had minor recommendations, but the comments were very positive.

VII. Discussion Items

The culminating experience subcommittee revised the culminating experience language from the University Catalog. Andrew Weiss distributed and discussed the draft document. Weiss explained that the revisions were mostly formatting changes and updating the language. Hedy Carpenter reported that Title V delineates clearly the difference between a thesis and a graduate project. The subcommittee will continue to revise the document and send it to the GSC for feedback.

Mary-Pat Stein reported that the options/concentrations subcommittee is in the process of developing a model to help assist programs.

VIII. Adjournment

The meeting was adjourned at 3:25 p.m.