Graduate Studies Committee
Minutes of December 8, 2015

Members present: Ranita Chatterjee, Gina Giotta, Keiko Hirata, Richard Moore, Abraham Rutchick, Mary-Pat Stein, Casey terHorst, Chelsea Turner, Andrew Weiss
Excused: Sloane Burke, Tom Cai, Sami Maalouf, Merrill Simon
Executive Secretary: Crist Khachikian
Guests: John Binkley, Matthew Cahn, Lauren Carris, Cathy Costin, Jody Dunlap, Merav Efrat, David Gray, Christine Hayashi, Deborah Heisley, Christopher Jones, Alicia Kinne-Clawson, Robert Ryan, Mary Jo Saricscany, Elizabeth Sussman
Staff: Hedy Carpenter, Lani Kiapos, Gloria Rocklin, Maggie Shiffrar

I. Call to Order

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

II. Approval of Minutes

Minutes of the November 10th meeting were approved.

III. Announcement

Maggie Shiffrar reported that the Chancellor’s Office has approved our proposal to convert our pilot M.S. program in Assistive Technology Studies and Human Services to permanent program status.

IV. Curriculum Review

A. College of Education

Educational Leadership and Policy Studies


2. New course proposal for ELPS 697HE-Directed Comprehensive Studies was approved with revisions.

3. New program proposal for the M.A. in Higher Education Leadership was approved with minor revisions.
B. College of Engineering and Computer Science

Engineering Management
1. Program modification proposal to change the program requirements and offer the existing program through self-support for the M.S. in Engineering Management was approved.

C. College of Health and Human Development

Family and Consumer Sciences
1. Course modification proposals for FCS 570-Practicum in Nutrition Therapy, FCS 571-Practicum in Food Service Systems Management, and FCS 572-Practicum in Community Nutrition to change unit value, course classification, and course description were approved.

2. New program proposal for a temporary Certificate of Dietetic Internship was approved.

Health Sciences
1. New course proposal for HSCI 534-Lactation Education for the Healthcare Professional was approved.

2. Program modification proposal to add the electives to DARS and the catalog for the Master in Public Health, Community Health Education Option was approved.

D. College of Social and Behavioral Sciences

Geography
1. New course proposal regarding GEOG 483-Transportation Planning is tabled until the proposal for the cross-listed course for URBS 408 is submitted for review in spring 2016.

V. Discussion Items

Shiffrar distributed a document entitled “Quick Guide for CSUN Faculty Advising International Graduate Students.” She explained that graduate students do not have the same access to professional academic advisors as undergraduate students. As a result, faculty must serve as professional academic advisors for graduate students, which requires current knowledge of Financial Aid and Visa requirements, in addition to degree program requirements. Therefore, a cheat sheet was created to help graduate program coordinators and faculty when advising graduate students international students.

Alicia Kinne-Clawson, a Ph.D. candidate from the University of Washington conducted a study of three U.S. graduate schools and CSUN was one of the universities selected. She explained that her research focuses on the connections between graduate programs and local workforce needs. She presented her research
findings entitled, “CSUN: Leading in Graduate Education Among Regional Comprehensives.”

VI. Adjournment

The meeting was adjourned at 3:35 p.m.