Graduate Studies Committee
Minutes of February 9, 2016

Members present: Sloane Burke (phone), Tom Cai, Ranita Chatterjee, Gina Giotta, Keiko Hirata, Sami Maalouf, Richard Moore, Merrill Simon, Mary-Pat Stein, Casey terHorst, Chelsea Turner, Andrew Weiss
Excused: Abraham Rutckick (sabbatical)
Executive Secretary: Crist Khachikian
Guests: Annette Besnilian, John Binkley, Matthew Cahn, Lauren Carris, Robert Espinoza, Dena Herman, Christopher Jones, Garry Lennon, Louis Rubino, Robert Ryan, Mary Jo Saricsany, Jackie Stallcup, Elizabeth Sussman
Staff: Hedy Carpenter, Lani Kiapos, Gloria Rocklin, Maggie Shiffar

I. Call to Order

The meeting was called to order at 2:00 p.m.

II. Approval of Minutes

Minutes of the December 8th meeting were approved.

III. Announcements

Maggie Shiffar reported that the Chancellor’s Office has approved our proposal to convert our pilot M.A. program in Humanities to permanent program status.

Hedy Carpenter reminded the committee that the 20th Annual Student Research & Creative Works Symposium is on Friday, February 19th in the USU, Northridge Center. She reported that 180 students will give an oral or poster presentation.

Carpenter also announced that the Graduate Student Leadership Council is working to improve the quality of the graduate student experience. She reported that they met with the Library to request longer hours and more study rooms. She also reported that the Council would like to meet with graduate program coordinators to discuss their concern that departments are not forwarding informational emails from Graduate Studies to graduate students.

IV. Institutional Learning Objectives

Jack Solomon, Director of Academic Assessment and Program Review informed the GSC that the CSU Chancellor’s Office is requiring that CSU campuses establish Institutional Learning Outcomes (ILO) for their graduate programs. He distributed a document entitled, “Proposal: Graduate Studies ILOs.” Solomon reviewed CSU Bakersfield’s Graduate ILOs, which was adapted from a Lumina Foundation model, but suggested that the GSC consider using a simpler model he drafted. He explained that data indicated that graduate students attend CSUN to be prepared and qualified
for careers specific to the departmental disciplines. The GSC agreed to start with Solomon’s simpler model and will meet in a couple of weeks to start developing graduate ILOs.

V. Curriculum Assignments and Schedule

The committee received curriculum from six colleges. Consistent with GSC practices, two or more 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 Health & Human Development: New Program for the M.S. in Human Nutrition** – Entire Committee – February

**College of Health & Human Development: Communication Disorders & Sciences and Two New Options for the M.S. in Family Consumer Sciences** – Ranita Chatterjee (English) and Richard Moore (Management) – March

**College of Science and Mathematics** – Tom Cai (Family & Consumer Sciences), Sami Maalouf (Civil Engineering & Construction Management), and Andrew Weiss (Oviatt Library) – March

**College of Social and Behavioral Sciences** – Sloane Burke (Health Sciences), Mary-Pat Stein (Biology), and Chelsea Turner (Communication Studies) – March

**College of Education and College of Engineering & Computer Science** – Keiko Hirata (Political Science) and Casey terHorst (Biology) – April

**College of Humanities** – Gina Giotta (Communication Studies) and Merril Simon (Educational Psychology & Counseling) – April

VI. Experimental Topics Courses

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

**College of Engineering and Computer Science**

*Computer Science*
1. COMP 595MC/L-Mobile Computing and Lab (3rd offering)

*Electrical and Computer Engineering*
1. ECE 695DFP-Microelectronics Devise Fabrication Principles (4th offering)
**Mechanical Engineering**
1. ME 595AMM-Advanced Measurements in Mechanical Systems (1st offering)

**College of Health and Human Development**

**Health and Human Development**
1. HHD 595LPC-Leadership/Professional Competencies for Health and Human Development Disciplines (1st offering)

**College of Humanities**

**Chicana/o Studies**
1. CHS 595H-Seminar in Hip-Hop (4th offering)
2. CHS 595PLC-Seminar in Post-Colonial Literature & Criticism (3rd offering)

**VII. Curriculum Review**

**A. College of Health and Human Development**

**Family and Consumer Sciences**
1. Course modification proposals for FCS 505-Nutrient and Drug Interactions, FCS 573-Seminar for Dietetic Interns, FCS 606-Vitamin and Mineral Metabolism, and FCS 607-Carbohydrate, Lipid and Protein Metabolism to change course description and requisites were approved.

2. 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 course description, requisites, basis of grading and number of times course may be taken were approved.

3. New course proposals for FCS 506-Readings in Human Nutrition, FCS 601-Food and Nutrition Policy and Regulations, FCS 605-Ethics and Social Justice in Human Nutrition, FCS 609-Nutrigenomics and Nutrigenetics were approved.

4. New program proposal and CSU degree proposal for the M.S. in Human Nutrition were approved with revisions.

**VIII. Discussion Items**

Shiffrrar discussed the language in the catalog relating to the Comprehensive Examinations. She explained that it is difficult for Graduate Studies to enforce the practice since item #6 has the word “normally” stated in the following sentence, “Once students have chosen the option of the comprehensive exam and enrolled in and/or attempted the comprehensive examination and failed it (or any part), they normally are not eligible to change to any of the thesis, dissertation, or graduate
project.” Therefore, she asked the GSC to remove the word “normally” from the sentence. The committee agreed and approved the requested revision.

Shiffrar distributed and reviewed the latest draft of the exit survey for graduate students, which is similar to the undergraduate students survey. She explained that undergraduate students are requested to complete an exit survey, however, there is no exit survey for graduate students. She asked the committee to send her feedback since Institutional Research requested the completed and approved survey by the end of March.

Shiffrar distributed a document entitled, “Graduate Students who took the WPE (Undergraduate Writing Proficiency Exam) from Fall 2013 to Spring 2015.” She reviewed the data and reported that international graduate students are failing the exam 50% of the time and domestic students are failing the exam 15% of the time. However, the data indicates the exams were given over a two-year period, which means that students may have taken and failed the exam multiple times. She recommended collecting new data for a year to get a clear and direct measure of the WPE pass/fail rates by having all incoming graduate students in Fall 2016 (who need to take the WPE) be required to take the exam in their first term. She explained that collecting new data will give a better understanding of the student’s English language and writing skills and the committee can determine what types of resources students need to succeed. She asked the committee to send her any feedback.

IX. Adjournment

The meeting was adjourned at 3:40 p.m.