Graduate Studies Committee
Minutes of March 10, 2015

Members present: Sloane Burke, Tom Cai, Ranita Chatterjee, Beth Halaas, Lesley Krane, Shahnam Mirzaei, Jared Rappaport, Abraham Rutchick, Merril Simon, Mary-Pat Stein, Andrew Weiss
Excused: Richard Moor
Executive Secretary: Crist Khachikian
Guests: Tami Abourezk, John Binkley, Bev Cabello, Robert Espinoza, Christine Hayashi, Dan Hosken, Chris Jones, Robert Ryan, Karin Stanford, Teri Todd
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. Approval of Minutes

Minutes of the February 10th meeting were approved.

III. Announcements

Hedy Carpenter reported that 14 Chancellor’s Doctoral Incentive Program applications and 27 California Pre-Doctoral Program applications were submitted to the Chancellor’s Office. She also reported that 71 graduate students applied for the Spring Thesis Support Program. She announced that 11 students were selected to participate in the Statewide Student Research Competition from May 1-2, 2015 at CSU, San Bernardino.

Maggie Shiffrar announced that she will be revising the approved GSC Program Procedures document. She explained that the Chancellor’s Office requested additional information, which was not included in the document. The revised document will be presented later for consideration.

Shiffrar reported that some departments would be submitting program modification proposals to bring their programs into compliance with Federal Financial Aid rules. The committee will review the proposals at the May meeting.

Shiffrar encouraged the committee to attend the graduate commencement ceremonies. This year, the Office of Student Development hired professional name readers.

IV. Informational Items

The M.S. in Chemistry and Biochemistry updated the program requirements for admission to the program and for classified status effective Fall 2015. The Masters in Social Work made changes to their application and admission requirements for the
state-side program and self-support program effective Fall 2015. The M.S. in Counseling, School Psychology option revised the application and admission requirements effective Spring 2015.

V. Curriculum Review

A. College of Health and Human Development

Communication Disorders and Sciences
1. Program modification proposal for the M.S. in Communicative Disorders to revise the catalog entry was withdrawn.

Kinesiology
1. New course proposal in KIN 453/L-Evaluation, Assessment and Program Development for People with Physical Disabilities and Lab was approved.

B. College of Science and Mathematics

Geology
1. Course modification proposals in GEOL 430A-Summer Field Geology A and GEOL 430B-Summer Field Geology B to change course classification, course description and requisites were approved.

Physics and Astronomy
1. Course modification proposals in PHYS 402-Analytical Mechanics II and PHYS 410-Electromagnetism II to change course description and requisites were approved.

2. Program modification proposal for the M.S. in Mathematics to delete the Mathematics for Educational Careers option was approved.

VI. Program Review Assignment

Assistive Technology Engineering on April 16th – Jared Rappaport

VII. Discussion Items

Maggie Shiffrar discussed the issue with graduate students taking 100-300 level courses. She explained that the two reasons why this is problematic is 1) Impaction: each semester, graduate students take 700-900 seats in undergraduate courses and 2) Financial aid laws: graduate students are only allowed to use their financial aid to take courses which count towards their degree. The Department of Education states that students cannot receive financial aid for more than 125% of the units required for their degree. Associate Dean Tami Abourezk attended the Provost’s Council meeting and reported that the Provost discussed this issue with the deans. Therefore, as of Fall 2015, graduate students will not be allowed to enroll in 100-399 courses. Elizabeth Adams, Associate V.P. for Undergraduate Studies will be sending a
notification to the deans and associate deans. The GSC and the associate deans discussed the challenges for graduate students not being able to take prerequisite courses. Shiffrar suggested that graduate students could take prerequisite courses at a community college or through Open University. She recommended that graduate programs should consider developing certificate programs offered through self-support. Certificate programs are eligible for financial aid if the program can prove gainful employment or if their successful completion is tied to admission into a masters program.

Mary-Pat Stein reported that the Faculty Senate passed the CSUN Syllabus policy. President Harrison approved the policy on March 17, 2015.

Beth Halaas reported that the Culminating Experience subcommittee needs additional information to finalize the language in the Catalog. She stated that the subcommittee has created a survey for graduate coordinators asking for more information about their program’s culminating experience. Halaas and Stein requested the committee to follow-up with their assigned graduate coordinator to ensure the program’s information is correctly and accurately reflected.

VIII. Adjournment

The meeting was adjourned at 2:58 p.m.