Graduate Studies Committee
Minutes of May 12, 2015

Members present: Tom Cai, Ranita Chatterjee, Beth Halaas, Lesley Krane, Richard Moore, Jared Rappaport, Abraham Rutchick, Merril Simon, Mary-Pat Stein, Andrew Weiss
Excused: Sloane Burke, Shahnam Mirzaei
Executive Secretary: Crist Khachikian
Guests: Tami Abourezk, Kent Baxter, John Binkley, Bev Cabello, Lauren Carris, Deborah Cours, Robert Espinoza, Christine Hayashi, Jennifer Kalfsbeek, Tim Karels, Evelyn McClave, Robert Ryan, Patricia Seymour, Steve Sinclair, Jack Solomon, Jackie Stallcup, Karin Stanford, Staff: 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 April 14th meeting were approved.

III. Announcements

Gloria Rocklin announced that a graduate student in Family and Consumer Sciences won second place at the CSU Student Research Competition at CSU, San Bernardino. She also announced that a graduate student from Political Science would be appointed as a member of the GSC for 2015-2016.

IV. Institutional Learning Objectives

Jack Solomon, Director of Academic Assessment and Program Review informed the GSC that WASC and the CSU Chancellor’s Office have now turned their attention to graduate assessment. He stated that WASC is requiring Institutional Learning Outcomes (ILO) across the campus for graduate programs; however, he has been communicating with WASC to suggest that the ILO requirement is not suitable for graduate education. Solomon discussed a couple of suggestions the GSC should consider if they endeavor to create campuswide ILOs for all graduate programs. He recommended the committee review the Geological Sciences catalog webpage as an excellent example of well developed and assessable Program Learning Outcomes and Student Learning Outcomes. Beth Halaas and Rick Moore suggested contacting Social Work, Business, Education and Physical Therapy for examples of assessment models that have passed accreditation.
V. Informational Items

The M.S. program in Biology, Masters in Business Administration, M.S. in Mechanical Engineering, and the M.M. in Music: Collaborative Piano Performance Option revised their admission requirements effective Fall 2015.

VI. Curriculum Review

A. College of Health and Human Development

Assistive Technology Studies and Human Services
1. CSU template proposal to convert the pilot program to regular program status for the M.S. in Assistive Technology Studies and Human Services was approved.

Communication Disorders and Sciences
1. New program proposal regarding the Certificate of Preparation for Advanced Studies in Communication Disorders and Sciences was approved.

2. Program modification proposal to update the catalog entry for the M.S. in Communicative Disorders program, Speech-Language Pathology Services Credential, and include the Certificate of Preparation for Advanced Studies in Communication Disorders and Sciences was approved.

Recreation and Tourism Management
1. Course modification proposal for RTM 693B-Supervised Internship II to change course units, course classification, and course description was approved.

2. Course modification proposal for RTM 697-Directed Comprehensive Studies to change course units and course classification was approved.

3. Program modification to change program requirements in the options for the M.S. in Tourism, Hospitality, and Recreation Management was approved.

B. College of Humanities

English
1. Program modification proposal in M.A. in English to change the catalog copy to reflect new course and to correct an error was approved.

Linguistics/TESL
1. New course proposals for LING 510-Foundational Concepts in Linguistics, LING 517-Foundational Concepts of Language Development and Acquisition and LING 541-Seminar in Sociolinguistics were approved.

2. Program modification proposal in M.A. in Linguistics to increase the total units in the program from 30 to 39 units was approved.
3. Program modification proposal in M.A. in TESL to decrease the total units in the program from 42 to 39 units was approved.

VII. Program Review Reports

Jared Rappaport attended the Assistive Technology Engineering program review meeting and Hedy Carpenter attended the Cinema and Television Arts MOU meeting. The GSC and the Graduate Studies representatives reported that the external reviewers comments were very positive and encouraging.

VIII. Discussion Items

Mary-Pat Stein reported that the majority of the graduate coordinators have completed the Culminating Experience survey. The committee will be able to review the data and understand what each graduate program is doing as a culminating experience in order to revise the Culminating Experience language in the Catalog.

Maggie Shiffrar discussed Risk Management’s concern with current or newly admitted graduate students being restricted from enrolling in 100-300 level courses as of Fall 2015. She stated that in order to help with the transition of the new restriction, the Provost and Risk Management are asking departments to consider, for a limited time, giving current graduate students permission numbers to enroll in necessary 100-300 level courses so they are able to complete their prerequisites. Graduate programs need to remember, however, that graduate students can save significant money by taking 100 and 200 level courses at a community college than at CSUN.

Shiffrar distributed a document entitled, “Degree Programs: Meaning, Quality, and Integrity of Degrees” from the current WASC handbook. She also reminded the GSC that the Chancellor’s Office document entitled, “One degree, one curriculum” states that the in degrees with options, a common core of courses that are required for all students in all options must add up to the majority of the units in the degree. Shiffrar suggested that GSC and associate deans distribute the WASC document to departments who are developing new degree programs with options.

Shiffrar discussed the practice of some graduate programs of not counting the units of the culminating experience (typically the comp exam) towards the number of units required for the degree. This creates problems for students on financial aid since financial aid eligibility reflects only the number of units required for the degree. She explained that some graduate programs have multiple culminating experiences and count the units from one experience (e.g. thesis), but not from the other experience (e.g. comprehensive exam) and will have to submit additional paperwork. The following programs submitted a memo requesting that the culminating experience units become inclusive of the graduate program: School Psychology, History, Mathematics, Political Science, and Spanish effective for Fall 2015.
IX. Election of Chair

Mary-Pat Stein from the Biology Department was elected as the GSC Chair for 2015-2016.

X. Adjournment

The meeting was adjourned at 3:28 p.m.