Graduate Studies Committee
Minutes of November 8, 2011

Members present: Owen Doonan, Craig Finney, Leilani Hall, Richard Moore, Bruno Osorno, Jared Rappaport, Jennifer Romack, Abraham Rutchick, Merril Simon, Jackie Stallcup, Mary-Pat Stein, Mary Woodley

Executive Secretary: Mack Johnson

Guests: Nagwa Bekir, Peter Bellin, Deborah Cours, Darrick Danta, Claudia Fajardo-Lira, Marilynn Filbeck, John Kephart, Brian Malec, Juana Mora, Maureen Rubin, Patricia Seymour, Kathleen Young

Staff: Hedy Carpenter, Gloria Roberts

I. Call to Order

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

II. Approval of Minutes

Minutes of the October 11th meeting were approved.

III. Announcements

Hedy Carpenter reminded the committee that the 13th Annual Advancement to Graduate Education (AGE) Conference would be held on Saturday, November 12, 2011 at the USU. She reported that the Princeton Review presented two GRE Boot Camps for CSUN students. The application deadline to participate in the Student Research Symposium is on December 9th. In addition, Carpenter announced that Owen Doonan was selected as the Jerome Richfield Scholar.

Merril Simon requested that departments contact her to participate in the Career Center Graduate Fair next year. She reported that this year there were no graduate programs representing CSUN.

IV. Curriculum Review

A. College of Arts, Media and Communication

Communication Studies
1. Course modification proposals in COMS 401-Performance and Social Change, COMS 404-Theories of Interpretation, COMS 425-Theories of Argument and Deliberation, COMS 431-Persuasion, COMS 442-Rhetoric of Peace and Conflict, COMS 444-Political Rhetoric, COMS 445-Communication and Popular Culture, and COMS 448-Rhetoric of Extraordinary Claim to change requisites were approved.
2. New course proposals in COMS 410-Community-Based Performance, COMS 440-Performance and Cultural Studies Criticism, and COMS 634-Applied Rhetorical Studies were approved.

**Music**
1. Course modification proposal in MUS 640A-660A-Individual Performance Lessons and MUS 640B-660B-Individual Performance Lessons to change course type was approved.

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

**Communication Disorders and Sciences**
1. Course modification proposal in CD 659-Aphasia, Apraxia and Dysarthria, CD 660-Structural-Organic Disorders of Speech and Swallowing, and CD 663-Neurogenic Disorders of Swallowing and Cognition to change the course title, course abbreviation, course description, and requisites were approved.

2. Course modification proposal in CD 661-Voice and Disorders of Voice to change requisites was approved.

**Environmental and Occupational Health**
1. Course modification proposal in EOH 699A-C-Independent Study to change course classification was approved.

2. New course proposals in EOH 556-Advanced Toxicology and EOH 569-Advanced Risk Analysis were approved.

3. Program modification proposal for the M.S. in Environmental and Occupational Health to change program requirements by changing the minimum number of required 500-600 elective units was approved.

**Family and Consumer Sciences**
1. Course modification proposal in FCS 699A-C-Independent Study to change course classification was approved.

2. New course in FCS 580-The FCS Profession was approved.

**Health Sciences**
1. Course modification proposal in HSCI 699-Independent Study to change course classification was approved.

2. New course proposals in HSCI 465ELM-Teaching Health in the Elementary School Classroom and HSCI 466ADO-Health Issues of the Adolescent were approved.
3. New program in Health Policy and Management Graduate Certificate in the Master’s of Public Policy was approved.

Kinesiology
1. Course modification proposal in KIN 699A-C-Independent Study to change course classification was approved.

Physical Therapy
1. Course modification proposal in PT 699A-D-Independent Study to change course classification was approved.

Recreation and Tourism Management
1. Course modification proposal in RTM 699-Independent Study to change course classification was approved.

2. Program modification proposal for the M.S. in Recreation Administration to change the program requirements by modifying the required core courses in the program was approved.

3. Program modification proposal for the M.S. in Recreation Administration to change the degree name to M.S. in Tourism, Hospitality, and Recreation Management was approved.

V. Discussion Items

Simon reported that there are culminating activities that are not classified as thesis, projects, or comprehensive exams, but rather the student is submitting a portfolio as their culminating experience. She explained that departments have managed the portfolio submissions differently by either having students enroll as a comprehensive exam (697) or in a thesis/project (698) course. Carpenter discussed how it is problematic in terms of grading and tracking grades in the system when departments use a comprehensive exam course for a portfolio submission. The committee and the associate deans discussed the S-factor issue and agreed that the departments need guidance on how to structure culminating experience courses. The Graduate Studies Office will create a template for the associate deans to send to their graduate programs to gather information on how departments are handling the culminating experience in lieu of the S-factor.

VI. Program Reviews

Mack Johnson reported that he attended the Electrical Engineering and Materials Engineering MOU meetings with Merril Simon and also attended the Manufacturing Systems Engineering program review. Johnson reported that the external reviewers had minor recommendations, but overall the comments were very positive.
VII. Adjournment

The meeting was adjourned at 2:53 p.m.