Graduate Studies Committee
Minutes of October 10, 2017
Status of Minutes: Approved 11/14/17

Members Present: Tom Cai, Julia Heinen, Keiko Hirata, Jonathan Kelber, J.C. Lee, Lauren McDonald, Mira Pak, Jennifer Skornik, Scott Sturgeon, Casey terHorst, Svetlana Tyutina, Andrew Weiss

Member Excused: Richard Moore

Staff: Amy Levin, Hedy Carpenter, Lani Kiapos, Gloria Rocklin

Guests Present: Ravi Abrol, Karin Crowhurst, Robert Espinoza, Marilynn Filbeck, Christine Hayashi, Deborah Heisley, Nola Kennedy, David Kretschmer, Sylvia Macauley, Sheena Malhotra, Linda Moody, Robert Ryan

I. Call to Order

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

II. Approval of Minutes

Minutes of the September 12th meeting were approved.

III. Announcements and Upcoming Events

Hedy Carpenter announced that the Advancement to Graduate Education Conference is on October 21st. Graduate program coordinators are encouraged to participate during the graduate fair as an opportunity to recruit students. She also announced that the Thesis/Dissertation Support Program application deadline is October 27th.

Amy Levin announced that the CSU Graduate Virtual Fair is on October 25th. She reported that 8 departments will be participating in the fair.

Casey terHorst asked for a GSC member to attend the Mass Communication MOU meeting on October 24th. Julia Heinen volunteered to be the GSC representative at the meeting.

IV. Informational Item

The committee reviewed the letter requesting revisions to the admission requirements for the M.S. in Environmental and Occupational Health program. The committee requested that the program revise the criteria used to evaluate prospective candidates for item 3 to state, “Graduate Record Exam (waived if undergraduate GPA is above 3.0)” and for item 5 to state, “Personal essay and letters of reference may be requested”. The department agreed to make the changes and will send the revised letter to the committee.
V. **Curriculum Review**

A. **College of Science and Mathematics**

*Chemistry and Biochemistry*
1. New course proposal for CHEM 567/L-Investigating Protein Structure Function and Laboratory was **approved**.

B. **Michael D. Eisner College of Education**

*Elementary Education*
1. Course modification proposal for EED 515-Basic Technology Methods to change unit value, course abbreviation, course description and requisites was **approved**.

2. Course modification proposal for EED 560C-Supervised Field Work to change course title, course abbreviation, course description and requisites was **approved**.

3. Course modification proposal for EED 561F-Student Teaching to change course title, course abbreviation and course description was **approved**.

4. Course modification proposal for EED 567ACT-Supervised Field Work to change course description and requisites was **approved**.

5. Course modification proposal for EED 568ACT-Student Teaching to change course description was **approved**.

6. Course modification proposal for EED 578A-Student Teaching in Elementary School to change course title, course abbreviation and course description was **approved**.

7. Course modification proposal for EED 578D-Student Teaching in the Elementary School to change course title, course abbreviation and course description was **approved**.

8. Program modification proposal to increase the total units from 41 to 42 units for the Multiple Subject Credential-Accelerated Collaborative Teacher Pathway was **approved**.

9. Program modification proposal to increase the total units from 40 to 41 units for the Multiple Subject Credential-Intern Pathway was **approved**.

10. Program modification proposal to increase the total units from 40 to 41 units for the Multiple Subject Credential-Traditional Pathway was **approved**.
11. Program modification proposal to decrease the total units from 32 to 29 units and change the title of program for the Reading and Language Arts Specialist Credential Program was approved.

Secondary Education
1. Course modification proposal for SED 511-Fundamentals of Secondary Education in Multiethnic Secondary Schools to change course title, course description, requisites and update SLOs was approved.

2. Course modification proposal for SED 514-Computers in the Instructional Program to change course title, course abbreviation, course description and update SLOs was approved.

3. Course modification proposal for SED 521-Content Area Literacy and Learning in Multiethnic Secondary Schools to change course description, requisites and update SLOs was approved.

4. Course modification proposal for SED 525A-Methods of Teaching Art to change course description, requisites and update SLOs was approved.

5. Course modification proposal for SED 525EN-Methods of Teaching English to change course description and update SLOs was approved.

6. Course modification proposal for SED 525ESL-Methods of Teaching English as a Second Language to change course title, course description, subject abbreviation number, requisites, update SLOs was approved.

7. Course modification proposal for SED 525HE-Methods of Teaching Home Economics to change course description, requisites and update SLOs was approved.

8. Course modification proposal for SED 525MA/L- Methods of Teaching Mathematics in the Secondary School and Lab to change course description, requisites and update SLOs was approved.

9. Course modification proposal for SED 525MU-Methods of Teaching General Music to change course description, requisites and update SLOs was approved.

10. Course modification proposal for SED 525PE-Methods of Teaching Physical Education to change course description and update SLOs was approved.

11. Course modification proposal for SED 525S/L-Methods of Teaching Science in the Secondary School and Lab to change course classification, course description, requisites and update SLOs was approved.

12. Course modification proposal for SED 525SS-Methods of Teaching Social Studies to change course description, requisites and update SLOs was approved.
13. Course modification proposal for SED 525WL-Methods of Teaching World Language to change course description, requisites and update SLOs was approved.

14. Course modification proposal for SED 529-Teaching English Learners in Multiethnic Secondary Schools to change course description, requisites and update SLOs was approved.

15. Course modification proposal for SED 554/S-Supervised Field Experience for the Single Subject Credential to change course description, requisites and update SLOs was approved.

16. Course modification proposal for SED 555-Supervised Practicum for the Single Subject Credential to change course description, requisites and update SLOs was approved.

17. Course modification proposal for SED 555S-Practicum Seminar for the Single Subject Credential to change course description, requisites and update SLOs was approved.

18. Course modification proposal for SED 697-Directed Comprehensive Studies to change course description was approved with removal of language describing course assignments. The department will submit a memo to incorporate the language into the program requirements.

19. Program modification proposal to revise the Student Learning Outcomes for the Single Subject Preliminary Credential: Traditional Program, Accelerated Collaborative Teacher Preparation Program, Single Subject University Intern Program, and Integrated Teacher Credential Program was approved.

C. College of Engineering and Computer Science

Computer Science
1. Course modification proposal and elective memo for COMP 529-Advanced Network Topics to change unit value, course description and requisites was approved.

2. New course proposal and elective memo for COMP 528/L-Mobile Computing and Lab was approved.

3. New course proposal and elective memo for COMP 529L-Advanced Network Topics Lab was approved.
D. College of Humanities

English
1. New course proposal and elective memo for ENGL 421A-Z-Selected Topics in Popular Culture was approved.

VI. Discussion Items

The committee reviewed the revised draft of the Thesis/Graduate Project/Dissertation Committee Selection document and made additional changes. The committee agreed to remove the sentence related to faculty being compensated for their time on student committees and decided that the compensation issue should be discussed with the college deans. The GSC moved to approve the Thesis/Graduate Project/ Dissertation Committee Selection language effective Fall 2018. Gloria Rocklin will insert the revised language within the Culminating Experience for Graduate Programs for the Catalog. Rocklin will send the revised language to Steve Fitzgerald to make the changes to the Electronic Thesis Dissertation (ETD) System so that the committee qualifications will be enforced.

The committee continued the discussion as to whether or not graduate students should continue to be invited to Honors Convocation. The GSC members spoke to their department chairs and the consensus is that departments would like to keep inviting graduate students to Honors Convocation. Lani Kiaopos explained that the issue is not with master’s students, but with the doctoral students being invited to Honors Convocation and not being awarded distinction on their diploma. Christine Hayashi and Marilynn Filbeck will speak to their department chairs and graduate coordinators about the concerns with inviting the Ed.D. and D.P.T. students to Honors Convocation. The GSC agreed that if the Ed.D. and D.P.T. students continue to be invited to Honors Convocation then the students will need to be made aware that they will not have distinction shown on their diploma.

VII. Adjournment

The meeting was adjourned at 3:07 p.m.