

Graduate Studies Committee**Meeting Minutes**

Tuesday, October 9, 2018

Status of Minutes: Approved 11/13/18

*Attendees***Members Present:** G. Bhavsar, J. Heinen, J. Kelber, J.C. Lee, A. Lipscomb, S. Maalouf, R. Moore, T. Nagey, M. Pak, D. Spratt, S. Sturgeon, C. terHorst**Members Absent:** L. McDonald**Staff:** L. Kiapos, A. Levin, G. Rocklin**Guests:** M. Carassai, J. Brown, R. Espinoza, C. Hayashi, D. Heisley, K. Hirata, S. Kutay, S. Macauley, S. Malhotra, H. Minassians, L. Moody, R. Muller, A. Nahapetian, J. Razani, A. Rice, D. Tamalis, M. Winn**I. Call to Order**

The meeting was called to order at 2:00 pm.

II. Announcement

G. Rocklin announced that the Student Success Series will be held on November 7th and November 8th in the Library Presentation Room. She explained that the Student Success Series is a mini conference designed to increase students' awareness of the graduate admission process.

III. Approval of Minutes

The minutes from September 11, 2018 were **MSP approved**.

IV. Informational Items

Rocklin reviewed the list of graduate programs asking to remove the GRE as an admissions requirement in their program.

L. Kiapos stated that several graduate programs allowed 400-level courses to be counted in a student's formal graduate program in DARS without verifying that the courses were approved for graduate credit. To resolve this issue, Graduate Studies gave graduate coordinators and department chairs the opportunity to submit a memo requesting to add the "available for graduate credit" statement to any 400-level

course so the courses can be counted in the student's formal graduate program. Rocklin reviewed the list of graduate programs and departments requesting to add 400-level courses for graduate credit.

V. Action Items

A. College of Social & Behavioral Sciences

Geography

Delete Program

1. Graduate Credit Certificate in Geographical Information Science and Technology. **MSP approved.**

Political Science

Program Modification

2. M.A. in Political Science. **MSP approved.**

Psychology

Course Modifications

3. PSY 629-Concepts and Clinical Applications of Behavior Analysis. **MSP approved.**
4. PSY 696-Directed Graduate Research. **MSP approved.**
5. PSY 697-Directed Comprehensive Studies. **MSP approved.**

New Courses

6. PSY 650-Organizational Behavior Management. **MSP approved.**
7. PSY 697ABA-Directed Comprehensive Studies. **MSP approved** with revisions. Add "Exam" to the course title and update short title.

Program Modifications

8. M.S. in Applied Behavior Analysis. **MSP approved.**
9. M.A. in Psychology, Option in Clinical Psychology. **MSP approved.**

Delete Program

10. Board Certified Behavior Analyst (BCBA) Certificate Program. **MSP approved.**

Public Administration

Program Modification

11. Master of Public Administration. **MSP approved.**

Delete Programs

12. Graduate Credit Certificate in Environmental Sustainability Planning in the Public Sector. **MSP approved.**
13. Performance Management and Productivity Elective Option/Graduate. **MSP approved.**

Urban Studies and Planning

Course Modification

14. Urban 690-Field Project in Urban Planning. **MSP approved.**

Delete Program

15. Graduate Credit Certificate in Urban Planning. **MSP approved.**

B. College of Humanities

Knowledge Management

Course Modifications

1. KM 610-The Information and Knowledge Professional in the Information World. **MSP approved.**
2. KM 611-Policy, Law, and Economics of Knowledge Management. **MSP approved.**
3. KM 620-Information Organization in the Knowledge Management Environment. **MSP approved.**
4. KM 631-Management of Information and Knowledge Services. **MSP approved.**
5. KM 633-Communication in the Knowledge Environment. **MSP approved.**
6. KM 642-Knowledge Management. **MSP approved.**
7. KM 643-Competitive Intelligence. **MSP approved.**
8. KM 650-Technology of Information for the Knowledge Management Professional. **MSP approved.**
9. KM 690-The Capstone Experience. **MSP approved.**

Delete Courses

10. KM 630-Information Needs and Education for Knowledge Managers. **MSP approved.**
11. KM 632-The Knowledge Management Business. **MSP approved.**
12. KM 640-Reference Services and Sources. **MSP approved.**
13. KM 641-Information Access and Online Searching. **MSP approved.**

New Courses

14. KM 625-Research Methods, Mapping and Modeling for Knowledge Workers. **MSP approved.**
15. KM 635-Knowledge Systems. **MSP approved.**
16. KM 645-Statistics and Data Analytics. **MSP approved.**

Program Modification

17. M.A. in Knowledge Management. **MSP approved.**

VI. Program Review Representatives

1. English Final MOU Meeting Tuesday, 10/18 from 9 –10 a.m.: M. Pak
2. Biology Program Review Exit Meeting Tuesday, 10/30 from 4 –5 p.m.: S. Sturgeon

VII. Program Review Reports

S. Sturgeon attended the Chicana/o Studies program review exit meeting. He reported that the department was commended on their academics and engagement with the community. The reviewers stated that they sensed a strong faculty morale.

Also, students feel heard as the department creates a comfortable community for students which is a foundation for their personal and academic success. The graduate program developed an alternative to the thesis and created a structure for guiding students through the M.A. exam and tracking students afterward. Some issues included the need to examine how resources are used and how the upcoming loss of faculty may be mitigated. Recommendations included maintaining and increasing tenure-track faculty hires and align resources and space for student success in the program.

M. Pak attended the Mechanical Engineering program review exit meeting. The department was commended for 11 out of the 12 MOU items since the last program review. The composition of the student population and faculty composition is more diverse. Students appreciated the faculty support and working directly with the faculty. Recommendations included increasing tenure-track faculty hires, publicizing student work (which would help with recruitment of new students) and starting professional societies for graduate students. The concerns included the need for more labs to conduct research as more faculty join the department.

VIII. Discussion Items

C. terHorst reported that the Senate Executive Committee requested additional changes to the culminating experience policy. He will present the revised policy at the Faculty Senate meeting on October 25th.

In addition, terHorst reported that the Senate Executive Committee requested minor changes to the probation and disqualification policies. He will present the revised policies for a first reading at the Faculty Senate meeting on October 25th.

IX. Adjournment

The meeting was adjourned at 2:21 p.m.