

Graduate Studies Committee**Meeting Minutes**

Tuesday, December 8, 2020

Status of Minutes: Approved 2/9/2021

*Attendees***Members Present:** G. Bhavsar, J. Busillo-Aguayo, J. Gainsburg, M. Gianni, J. Huang, D. Jarvis, A. Lipscomb, R. Merida, K. Mkrtchyan, D. Spratt, C. terHorst**Members Absent:** R. Abrol, S. Maalouf**Staff:** H. Carpenter, L. Kiapos, A. Levin, G. Rocklin**Guests:** M. Ceja, J. Gandhi, D. Gray, K. Harris, C. Hayashi, X. Jia, P. Lazarony, L. Moody, D. Tamalis, B. Wu**I. Call to Order**

The meeting was called to order at 2:02 pm.

II. Approval of Minutes

The minutes from November 10, 2020 were **MSP approved**.

III. Announcements

A. Levin announced that the Graduate Studies office is working with Jeanne Robertson from Biology on the Clinton Global Initiative University (CGI U). The CGI U provides training and mentoring for student leaders who have ideas on how to address pressing challenges in areas such as education, environment and climate change, peace and human rights, poverty alleviation, and public health. Levin also announced that Heidi Schumacher the Coordinator for HSI Pathways is working with the Graduate Studies office to manage the Pre-Doctoral program and the Chancellor's Doctoral Incentive Program. Additionally, she will aid in finding speakers for our many graduate studies workshops. Levin added that Schumacher is also in the process of finding liaisons from each college in order to create a central repository for peer mentoring and student support opportunities that departments provide to students. Lastly, Levin reminded the committee that the Graduate Studies office will be piloting a peer mentorship and women in STEM mentorship program.

IV. Informational Items

The Preliminary Administrative Services Credential program updated their admission requirements to be effective Spring 2021.

The M.A. in Educational Administration program updated their admission requirements to be effective Spring 2021.

The M.A. in Higher Education Leadership program updated their admission requirements to be effective Spring 2021.

V. Action Items

A. David Nazarian College of Business and Economics

Accounting and Information Systems

Course Modifications

1. ACCT 440- Income Tax I. **MSP approved.**
2. ACCT 460- Auditing Principles and Analytics. **MSP approved.**

VI. Final MOU Meeting Updates

G. Bhavsar reported on the final Public Administration program review MOU meeting. The MPA program was commended for having a cohort approach that meets students' needs and for having developed a student handbook. The program was also commended for developing an advisory board and offering a balance of courses taught by academics and practitioners in multiple delivery methods. The recommendations for the program included establishing a faculty curriculum committee consisting of tenure track faculty from sponsoring programs, develop a faculty handbook, continuous updates to the website and advisement, and clarification of administrative responsibilities.

K. Mkrtchyan reported that the final Urban Studies and Planning program review MOU meeting went very well. She stated that there were minor changes to the MOU and that the changes need to be finalized by December 17th.

VII. Discussion Item

The committee reviewed the recommendation to update the Policy on Certificates. After a brief discussion, it was **MSP approved** to update the current language and add a new certificate type to the existing Policy on Certificates. The Graduate Studies office will send the policy recommendation proposal to the Faculty Senate Office for the Senate Executive Committee to review.

VIII. Adjournment

The meeting was adjourned at 2:39 p.m.