

Graduate Studies Committee

Meeting Minutes

Tuesday, February 14, 2023

Status of Minutes: Approved 3/14/23

Attendees

Members Present: G. Bhavsar, J. Booth, J. Gainsburg, M. Gianni, C. Greathouse, D. Jarvis, K. Lorenz, D. Spratt, C. terHorst, Z. Toker, S. Tyutina

Members Absent: R. Lee, S. Maalouf

Staff: L. Kiapos, A. Levin, G. Rocklin

Guests: K. Baxter, K. Dabbour, N. Durdella, M. Galván, J. Gandhi, P. Garcia, D. Gray, C. Hayashi, X. Jia, P. Lazarony, H. Minassians, T. Montaña, R. RiVera Furumoto, J. Rosenthal Dieken, D. Tamalis, B. Wu

I. Call to Order

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

II. Approval of Minutes

The minutes from November 8, 2022 were **MSP approved**.

III. Announcements

A. Levin announced that J. Booth received an NSF grant to study adhesives inspired by geckos. She also announced several funding opportunities, workshops, and events and shared the website links. Levin shared that the application deadline for the Thesis/Project/Dissertation Support Program is on February 20 and the application deadline for the Graduate Coordinator's Departmental Funding Opportunity Program is on February 27. In addition, she asked the committee and associate deans to complete the interest form if they are available to serve as a judge for the CSUNposium held on Friday, April 21. Lastly, Levin asked the committee to complete the faculty interest form if they are interested in presenting a workshop for current or prospective graduate students.

IV. Information Items

1. The Ed.D. in Educational Leadership updated their admission requirements to be effective Fall 2023.

2. The Chicana/o Studies Department is changing the modality for the M.A. in Chicano/a Studies from face-to-face to a fully online program to be effective Fall 2023.
3. The Chicana/o Studies Department updated the catalog program description for the M.A. in Chicano/a Studies to be effective Fall 2023.
4. The Chicana/o Studies Department Certificate is changing the modality for the Certificate in Ethnic Studies-Focus on Chicana/o Studies from face-to-face to a fully online program to be effective Fall 2023.
5. The Chicana/o Studies Department updated the catalog program description for the Certificate in Ethnic Studies-Focus on Chicana/o Studies to be effective Fall 2023.

V. Curriculum Assignments and Schedule

The committee received curriculum from eight colleges. Consistent with GSC practices, two members were assigned to lead the review and discussion of curriculum from each of the colleges. Additionally, the month/meeting of each review was determined. Following is a listing of the colleges, GSC representatives, and month of review.

College of Engineering and Computer Science – Candice Greathouse and Danielle Spratt – **March**

College of Humanities – Entire Committee – **March**

College of Social and Behavioral Sciences – Grishma Bhavsar and Danielle Jarvis – **March**

Mike Curb College of Arts, Media, and Communication – Casey terHorst and Zeynep Toker – **April**

David Nazarian College of Business and Economics – Jamie Booth and Julie Gainsburg – **April**

Michael D. Eisner College of Education – Entire Committee – **April**

College of Health and Human Development – Katherine Lorenz and Sami Maalouf – **April**

College of Science and Mathematics – Monica Gianni and Svetlana Tyutina – **April**

G. Rocklin reviewed the Spring 2023 Curriculum Review Deadlines document. The GSC reviewers have three weeks to send feedback to the associate deans. The associate deans have one week before the GSC meeting to revise the proposals in OnBase.

VI. Request for Program Review Representative

1. Z. Toker volunteered to attend the Geography and Environmental Studies External Review Exit Meeting on Tuesday, March 14 from 11 a.m.-12 p.m.

VII. Program Review Update

D. Spratt attended the external review exit meeting for the M.A. in Humanities. She reported that the Humanities program was commended for their strong enrollment despite national recruitment issues. The external reviewer highlighted the success of students who have graduated from the program and that their robust alumni network could be a source of marketing materials and other support for current students. The reviewer suggested that the program consider how the fully online program was working for students and think about offering a few face-to-face courses and events to give students the in-person connection as well as the flexibility of taking online courses. The reviewer also recommended that the program think about ways of creating mentorship pathways through the alumni network and through senior students in the program; consider ways of better supporting students and recruiting more students; and think about urgent and timely topics such as climate crisis or issues that impact humanity.

VIII. Discussion Items

D. Spratt discussed the issue with the effective term and effective year for approved curriculum. She explained that some proposers are confused between the date of approval versus the date of implementation, possibly because the curriculum review is based upon a one-year implementation cycle. G. Rocklin reviewed the effective term and effective year section on the form to show the term/year to implement the proposal. L. Kiapos also discussed issues with the implementation date impacting current students admitted to the program when departments make program requirement changes.

L. Kiapos reported that the current language for the Leave of Absence for Graduate Students is ambiguous and should be updated to make it clearer to students. She suggested adding a statement that once a student is admitted into the University,

they must attend the first semester before they are eligible for a leave of absence. The committee will discuss the proposed changes at the next meeting.

The committee reviewed the proposed changes to the consultation guidelines, which give departments the opportunity to provide an optional letter of support or non-concurrence. The revised Guidelines for Curricular Consultation were **MSP approved**.

D. Spratt stated that there are issues with students wanting to use their preferred name instead of their legal name on the diploma. A. Levin shared that in 2023-2024, the CSU policy will allow students to start using their preferred name on the diploma. Undergraduate Degree Services has already started allowing students to use their preferred name, so Levin asked the committee if they would consider implementing the policy early so students could use their preferred name effective for Spring 2023. After a brief discussion, to follow undergraduate practices, students can use their preferred names on all diploma and graduation documentation effective for Spring 2023 was **MSP approved**.

D. Spratt shared that a graduate coordinator said there are some concerns about the thesis formatting guidelines standards since students can only use Times New Roman as the accessible font. Spratt asked the committee to consider including more accessible fonts. It was **MSP approved** to expand font options to include accessible fonts in the ETD process.

IX. Adjournment

The meeting was adjourned at 3:10 p.m.