

Graduate Studies Committee

Meeting Minutes

Tuesday, February 9, 2021

Status of Minutes: Approved 3/9/2021

Attendees

Members Present: R. Abrol, G. Bhavsar, J. Busillo-Aguayo, J. Gainsburg, M. Gianni, J. Huang, D. Jarvis, A. Lipscomb, S. Maalouf, R. Merida, K. Mkrтчyan, D. Spratt, C. terHorst

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

Guests: K. Baxter, R. Espinoza, J. Gandhi, 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 December 8, 2020 were **MSP approved**.

III. Announcements

A. Levin announced that there are several Student Success Series Workshops scheduled in February, March and April. She also announced that the application deadline for the Thesis/Project/Dissertation Support Program is on February 19 by 5:00 pm. In addition, Levin stated that the deadline for the Graduate Coordinator's Departmental Funding Opportunity is on March 8 by 5:00 pm. She explained that the opportunity provides funding for graduate brochures and to hire a student to enhance the graduate program's social media presence. Lastly, Levin reported that 379 students applied to participate in the CSUNposium event to be held on April 9.

IV. 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 – Julie Gainsburg and Danielle Spratt – **March**

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

College of Science and Mathematics – Julie Gainsburg and Danielle Spratt – **March**

David Nazarian College of Business and Economics – Grishma Bhavsar and Danielle Jarvis – **March**

Mike Curb College of Arts, Media, and Communication – Grishma Bhavsar and Danielle Jarvis – **March**

College of Health and Human Development – Ravi Abrol and Monica Gianni – **April**

College of Social and Behavioral Sciences – Joannie Busillo-Aguayo and Casey terHorst – **April**

Michael D. Eisner College of Education – Allen Lipscomb and Sami Maalouf – **April**

G. Rocklin reviewed the Spring 2021 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.

V. Final MOU Meeting Update

D. Spratt reported on the final Kinesiology program review MOU meeting. The department was commended for having sustainable assessment plans and noted that the faculty were regarded as respected educators and leaders of the field. The department was also commended for active student involvement, creating a dedicated academic advisor position and the enhancement of lab areas. The recommendations for the department included strengthening assessment efforts, pursue accreditation, enhance the mentorship programs, explore sustainable ways to support the Center of Achievement and enhance the community-based outreach efforts.

VI. Discussion Items

C. terHorst presented the revisions to the Policy on Certificates (approved by GSC last semester) at the Senate Executive Committee (SEC) meeting. terHorst said that after the meeting an SEC member suggested that the policy recommendation be divided into two resolutions 1) add the additional type of certificate and 2) remove the

language related to business practices. After a brief discussion, the GSC agreed to keep the policy recommendation as one resolution and wait until after the first reading at the Faculty Senate meeting to consider dividing the policy into two resolutions.

A. Levin reported that the Educational Policies Committee (EPC) approved the amended Graduate Writing Assessment Requirement (GWAR) policy. The revised policy addresses the need for an alternative to the Upper Division Writing Proficiency Exam (UDWPE) for undergraduate students to satisfy the GWAR requirement. Levin also announced that the Chancellor's Office (CO) is suspending the GWAR requirement through Fall 2021. She explained that CSUN has not been able to offer the in-person UDWPE since switching to virtual learning. Therefore, the Office of Graduate Studies cannot hold students for classification. Levin said that the GSC should wait until after she meets with the CSU Graduate Deans next month before developing alternatives to satisfy the requirement.

A. Levin informed the committee that they need to vote on the updated Credit Hour policy that EPC approved so it can be forwarded to the Senate Executive Committee. The Chancellor's Office memo that was shared with the committee stated that the U.S. Department of Education changed its definition of the student credit hour, shifting responsibility for compliance to regional accrediting agencies such as WASC. All CSU campuses are required to develop, communicate and implement procedures for regular, periodic review of the credit hour policy and publish a clearly stated practice or process that ensures compliance with the student credit hour definition. Levin presented EPC's draft policy recommendation based on the current CSU definition from the annual Mandatory Catalog Copy to address this recent change that needs to be in effect for June 2021. After the committee reviewed the changes, the policy recommendation was **MSP approved**.

D. Spratt and G. Rocklin discussed how the guidelines for curricular consultation in the Standard Operating Procedures (SOP) need more detailed language to align with EPC's SOP and to clarify the status of consultations. G. Rocklin will revise the guidelines for curricular consultation based on EPC's language and share the proposed revisions later this semester.

VII. Adjournment

The meeting was adjourned at 2:45 p.m.