

## Graduate Studies Committee

### Meeting Minutes

Tuesday, March 12, 2024

Status of Minutes: Approved 4/16/24

#### *Attendees*

**Members Present:** J. Booth, N. Duran, J. Gainsburg, M. Gianni, C. Greathouse, A. Hollett, S. Maalouf, D. Spratt, C. terHorst, Z. Toker, S. Tyutina

**Members Absent:** D. Jarvis

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

**Guests:** K. Baxter, J. Gandhi, R. Espinoza, A. Geng, K. Harris, C. Hayashi, X. Jia, H. Johari, A. Kaplan, A. Lowenberg, R. Maas, J. Pan, J. Rosenthal Dieken, Y. Sun, K. Saunders, D. Wakefield, B. Wu, S. Zheng

#### **I. Call to Order**

The meeting was called to order at 2:01 pm.

#### **II. Approval of Minutes**

The minutes from February 13, 2024 were **MSP approved**.

#### **III. Announcements**

D. Spratt announced that the Art proposals are postponed for review until the May 14 GSC meeting. In addition, she shared that the Senate Executive Committee considered the Blended Degree Program Policy for a first reading with no changes provided. The policy recommendation will be considered for a first reading at the Faculty Senate meeting on March 14. The Senate Executive Committee also considered the Credit Certificate Policy for a second reading. The policy recommendation will be considered for a second reading at the Faculty Senate meeting on March 14.

A. Levin reminded the committee that the CSUNposium event is on April 5 and that the application deadline for the Graduate Student Awards is on March 29. She announced several workshops and that the application deadline for the Graduate Equity Program and Tseng Graduate Equity Program is on May 5. She also announced that the Graduate Student Celebration is on April 16. Lastly, Levin shared that she is forming a Graduate Studies Advisory Board (consisting of a representative

from each college) that will focus on recruitment issues, retention issues, and areas of interest such as blended degree programs. She asked the committee to let her know if they would be interested in serving on the advisory board.

#### IV. Action Items

##### A. Mike Curb College of Arts, Media, and Communication – Julie Gainsburg and Monica Gianni

###### Communication Studies

###### *New Course*

1. COMS 468-Communication and Nonviolent Civil Resistance. **Tabled** for the May meeting.

##### B. David Nazarian College of Business and Economics – Entire Committee

###### Business Law

###### *New Course*

1. RE 422-Real Estate Property Management. **MSP approved** with the recommended changes to the justification, impact, measurable program student learning outcomes, and syllabus.

##### C. College of Engineering and Computer Science – Nellie Duran, Danielle Jarvis and Danielle Spratt

###### Civil Engineering and Construction Management

###### *New Courses*

1. CE 441/L-Highway Design and Lab. **MSP approved.**
2. CE 480/L-Water Resources Engineering. **MSP approved.**

###### *Course Modifications*

3. CM 440/L-Structural Design and Lab. **MSP approved.**
4. CM 441/L-Highway Design and Lab. **MSP approved.**

###### Computer Science

###### *New Experimental Course*

5. COMP 595AB-Blockchain. **MSP approved** with including additional information about assessing SLOs at the course-level.

###### Electrical and Computer Engineering

###### *New Courses*

6. ECE 501L-Biomedical Measurements and Instrumentation Laboratory. **MSP approved.**
7. ECE 502-Introduction to Medical Devices. **MSP approved.**

***Course Modifications***

8. ECE 501-Introduction to Biomedical Engineering. **MSP approved.**

9. ECE 503-Biomedical Instrumentation. **MSP approved.**

**Manufacturing Systems Engineering and Management**

***Program Modification***

10.M.S., Electrical Engineering. **MSP approved.**

**Manufacturing Systems Engineering and Management**

***New Courses***

11.MSE 518/L-Addictive Manufacturing and Lab. **MSP approved.**

12.MSE 521-Design of Engineering Experiments. **MSP approved.**

***Course Modifications***

13.MSE 511/L-Robotics with Applications and Lab. **MSP approved.**

14.MSE 609-Advanced Topics in CAD/CAM. **MSP approved.**

15.MSE 611-Robotics and Programmable Automation. **MSP approved.**

16.MSE 614-Intelligent Manufacturing. **MSP approved.**

***Program Modification***

17.M.S., Manufacturing Systems Engineering. **MSP approved.**

**Mechanical Engineering**

***New Experimental Course***

18.ME 595ICS-Intelligent Control Systems. **MSP approved.**

**D. College of Science and Mathematics (*Returning from 2/13/24*) – Entire Committee**

**Physics**

***New Experimental Course***

1. PHYS 496QC-Quantum Information Science and Quantum Computing. **MSP approved.**

**E. College of Social and Behavioral Sciences – Entire Committee**

**Geography and Environmental Studies**

***Course Modification***

1. GEOG 404A-Z-Field Studies in Geography. **MSP approved.**

**F. Credit for Prior Learning Policy**

The committee discussed the Credit for Prior Learning policy recommendation EPC approved on February 21, 2024. Some members were concerned with alternating between “assessment” and “exam” and clarifying how many units may be applied to various degree programs to align with other transfer credit policies. The GSC will review the policy recommendation for a second reading at the next meeting.

## **G. Policy Recommendations from Extended Learning Committee**

After brief discussion, the Enrollment of Non-Matriculated Students in CSUN State-Supported and CSUN Self-Supported Special Session Courses policy recommendation was **MSP approved** with minor revisions. The committee reviewed but did not need to approve the Advancing Student Achievement Program since it is not a policy recommendation.

## **V. Program Review Representative**

1. J. Booth volunteered to attend the Recreation and Tourism Management external review exit meeting on 4/30 from 12 p.m.-1 p.m. in VH 277.

## **VI. Program Review Updates**

C. terHorst attended the final MOU meeting for Cinema and Television Arts. He reported that the department received 11 commendations and 11 recommendations. He also stated that one of the recommendations was that the department consider becoming a film school to attract additional resources.

A. Hollett attended the final MOU exit meeting for Educational Therapy, M.A. and Special Education, M.A. She reported that both programs were commended for their clear commitment to diversity, equity, and inclusion and for their robust process of assessment practices for continuous improvement and student success. The reviewers recommended that the department should consider expanding its assessment process to maintain consistent relationships with alumni and find ways to encourage students to present their research findings on campus.

## **VII. Discussion Items**

D. Spratt shared that she consulted with D. Weingarten on what EPC is doing about second disqualifications at the undergraduate level. Like GSC, EPC would like to change the second disqualification policy since it currently serves a limited number of students and has been used as a mechanism to deal with student issues. Spratt and Weingarten will research what other campuses are doing to find helpful policy models. Spratt stated that she will continue the discussion at the next meeting.

D. Spratt asked members whether the start time for GSC meetings needed to be adjusted because of the updated class meeting patterns starting in Fall 2024. The committee agreed to continue with the existing meeting time for the 2024-25 academic year. Spratt will inform the Faculty Senate Office of the meeting time.

## **VIII. Adjournment**

The meeting was adjourned at 3:16 p.m.