

**Graduate Studies Committee****Meeting Minutes**

Tuesday, May 12, 2020

Status of Minutes: Approved 6/5/20

*Attendees*

**Members Present:** F. Augustin, G. Bhavsar, F. Endinjok, M. Hussein,  
A. Lipscomb, S. Maalouf, L. McDonald, K. Mkrtchyan, M. Pak, D. Spratt,  
S. Sturgeon, C. terHorst

**Members Absent:** J. Busillo-Aguayo

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

**Guests:** R. Espinoza, J. Gainsburg, J. Gandhi, M. Gianni, K. Harris, C. Hayashi, D.  
Jarvis, H. Johari, V. Kennedy, P. Lazarony, L. Moody, J. Robertson, R.  
Ryan, D. Tamalis, J. Teprovič

**I. Call to Order**

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

**II. Approval of Minutes**

The minutes from April 14, 2020 were **MSP approved**.

**III. Announcements**

A. Levin announced that the review committee has almost finished reviewing the applications for the Outstanding Thesis/Graduate Project Competition. She reported that the committee will be selecting the four winners soon.

**IV. Informational Item**

The Mechanical Engineering Department updated the admission requirements for the M.S. in Mechanical Engineering effective for Fall 2020.

## V. Action Items

### A. College of Science and Mathematics (*Returning from 4/14/20*) – Frankie Augustin and Danielle Spratt

#### College of Science and Mathematics *New Experimental Topics Course*

1. SCI 595PD-Professional Development Stem Teaching. **MSP approved.**

### B. College of Science and Mathematics – Entire Committee

#### Chemistry and Biochemistry *New Course*

1. CHEM 543-Chemistry of Energy. **Withdrawn by the College.** The Chemistry Department will instead offer experimental topics course CHEM 595O for Fall 2020.

## VI. Credit/Non-Credit Certificate

V. Kennedy, Chair of the Extended Learning (ExL) Committee discussed ExL Committee's proposal to change the CSUN Policy on Certificates. She explained that the current policy does not provide the ability to offer a certificate comprised of 2 to 4 credit courses (6 to 12 units). She added that the current policy does not meet a wider range of educational needs and only credit courses are eligible for financial aid. Kennedy reviewed three options for the GSC to consider in order to amend the certificate policy. She clarified that all three options would only use existing credit courses. After discussing the three options the GSC preferred Option 2 – create a new certificate type that allows 2 to 4 credit courses and create a new certificate name. Kennedy will revise the proposal and share with the committee in the fall semester.

## VII. GSC Chair Election for 2020-2021

C. terHorst from the Biology Department was re-elected as the GSC Chair. The GSC will need to elect a new chair for Spring 2021 since terHorst will be on sabbatical. D. Spratt expressed interest in serving as the GSC Chair during the spring term.

## VIII. Discussion Items

A. Levin reported that there are a number of English proficiency exams CSUN is now accepting for international students. She stated that departments may have higher

restrictions than the University, but departments need to clearly state the restrictions in their admission requirements. Levin will send an email notification to graduate coordinators, department chairs and associate deans.

Levin reported that a few weeks ago she polled graduate coordinators about plans for teaching virtually in Fall 2020. The majority of graduate coordinators responded that they were able to quickly transition to teaching virtually in spring. So, if necessary they can continue teaching online classes in the fall. Levin stated that the majority of classes will be online, however there may be a few exceptions such as lab-based classes, clinical-based classes and music classes.

Lastly, Levin asked the committee how graduate students are coping and engaging with online learning. The committee discussed some of the feedback and challenges they heard from their students. Some students reported that they prefer synchronous classes to asynchronous classes. The committee also discussed concerns that the policy for teaching online classes is unclear and very lenient. The committee stated that it would be helpful if the University would provide guidelines as to what is expected from faculty and students in an online environment. Levin reported that the Faculty Development and IT are working on resources for faculty teaching online classes.

## **IX. Adjournment**

The meeting was adjourned at 3:38 p.m.