GRADUATE COUNCIL MINUTES

February 18, 2010

Attending: Kurt Baker, Randall Brown, David Colnic, Diana Demetrulias, Ann Kohlhaas, Fan-Yu Lin, Carolyn Martin, Peter Nelligan, Susan Neufeld, Tony Perrello, Dawn Poole, Jim Riggs, Pam Roe, Katherine Royer, Margaret Tynan, Andrew Wagner, Shawna Young

Excused: Anil Shah

Ex-Officio: Ruth Fassinger, Kelvin Jasek-Rysdahl (for Steve Filling), Roger McNeil, Sari Miller-Antonio (for Carolyn Stefanco)

Guest: Lisa Bernardo, Lynn Johnson, Steve Stryker

Randall Brown called the meeting to order at 2:33 p.m.

I. Approval of Agenda. A motion was made by Margaret Tynan to approve the agenda. The motion was seconded by Carolyn Martin. The motion carried.

II. Approval of January 21, 2010 Minutes. A motion was made by David Colnic to approve the January 21, 2010, minutes. The motion was seconded by Dawn Poole. The motion carried.

III. Information and Announcements

A. WASC Site Visit (Demetrulias, Stryker) –Time Certain 2:30. The Council reviewed the Graduate Education section of the Educational Effectiveness Review report, Key Exhibit II, and the 10 Ways to Prepare for WASC document. Council members were encouraged to inform students who are interested in offering feedback about the confidential email account established by WASC. Student can also share comments at the Student Open Forum. The WASC team will meet with Graduate Council members on March 2, 2010 at 10:45-11:30 am in MSR 130C.

B. Graduate Assessment Update (Johnson) –Attachment #0910-18. Lynn Johnson reviewed with the Council the Summary of Graduate Learning Goals Assessment 2009 document. It was suggested that language be inserted to provide the methodology and range of percentages used. The document should also reflect that various types of assessment methods were evaluated. In addition, the Graduate Assessment Annual Reporting Process Draft was distributed for the Council’s review. Upon the Council’s review and approval, the document will be used as part of the WASC exhibit. Margaret Tynan made a motion to approve the draft with minor modifications. The motion was seconded by Kurt Baker. The motion carried.

IV. Reports

A. Academic Senate Report (Brown). No report.

B. Associated Students Report (Shah). No report.

C. Faculty Budget Advisory Committee Report—FBAC (Poole). FBAC forwarded draft recommendations regarding basic budget planning principles.

D. Research, Scholarship and Creative Activities Policy Committee (Lindsay). No report.
V. Discussion

A. Graduate Education Action Plan-Implementation (Brown)-Attachment #0910-4 revised. Deferred.
B. Graduate Academic Culture (Brown)—Attachment #0910-14. Deferred.
C. Doctoral Education Policy Workgroup (Brown)—Attachment #0910-19. The Doctoral Academic Program Review draft was reviewed. The following modifications were suggested:
   i. Strike the phrase “a specified number of” and include the following sentence “The College determines the composition of the review committee.” to Part I: University Policy, item number ten.
   ii. Modify Part II Title “Self Study Elements/Criteria for Academic Program Review for Doctoral Programs.” to indicate that it is a guide rather than a policy. Furthermore, the document should be separated to clearly identity policy as opposed to procedures.
   iii. Page 4, item #23, does not clearly articulate if other methods of evaluation can be used. Language will be added to the appendix conveying that this is one method that can be used, other methods can be performed.
Shawna Young made a motion to approve the draft contingent upon modifications, with Part I policy being sent to SEC for Senate review to approve. It was also suggested to send the other sections on procedures to SEC for information. The motion was seconded by Dawn Poole. The motion carried

D. Policy on Human Subjects Research (Tynan, Wagner) –Attachment #0910-8 (previously distributed). The following language “The CSU Stanislaus Institutional Review Board reviewed this research. The committee approved protocol # ______ on ______.” will be shared with the RSCAPC at their upcoming meeting to determine if the inclusion complies with their written policy on Human Subjects Research. If the language is satisfactory, the Council will vote for acceptance and request a modification of the IRB approval letter to include the language.

E. Withdrawal Policy –Graduate Level (Bernardo) –Attachment #0910-5 (previously distributed). Deferred.
F. FTES Calculation/Funding (Bernardo). Deferred.

Randall Brown adjourned the meeting at 4:33 p.m.
Respectfully submitted by Raichelle Grays