GRADUATE COUNCIL MINUTES

September 17, 2009

Attending: Kurt Baker, Randall Brown, David Colnic, Diana Demetrulias, Diana Heredia (for Associated Students Graduate Senator), Ann Kohlhaas, Fan-Yu Lin, David Lindsay (for Andrew Wagner), Carolyn Martin, Peter Nelligan, Susan Neufeld, Tony Perrello, Dawn Poole, Robin Ringstad (for Margaret Tynan), Pam Roe, Richard Weikart (for Katherine Royer), Shawna Young

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

Guests: Lisa Bernardo, Roger Pugh

Randall Brown called the meeting to order at 2:31 p.m.

I. Approval of Agenda. A motion was made by David Colnic to approve the agenda. The motion was seconded by David Lindsay. The motion carried.

II. Approval of May 7, 2009 Minutes. A motion was made by Pam Roe to approve the May 7, 2009, minutes. The motion was seconded by Carolyn Martin. The motion carried.

III. Information and Announcements
   A. Introduction/Updates (Brown). Randy Brown welcomed Council members to a new academic year.
   B. Enrollment Update (Bernardo). Currently, there are 1,557 enrolled graduate students about 20% of the student body. Enrollment is down 165 students from last year. An earlier application deadline and a planned decline in post-baccalaureate unclassified students attributed to the decrease. Because of State budget constraints, the University will not be accepting applications for Winter or Spring 2010 terms except for current Liberal Studies majors who will be pursuing a Multiple Subject Credential Program. The next application cycle will begin October 1, 2009, for Fall 2010 admission. The Graduate School is currently considering an April 1, 2010, deadline, and is requesting that program coordinators align departmental deadlines with this date as well. Any late applications would be reviewed case-by-case. The Council expressed concern that the proposed deadline might interfere with the enrollment of students awaiting UC decisions or employment decisions. The Graduate School will research UC deadlines and report back next month.
   C. Update on the State of Graduate Program at CSU Stanislaus (Brown)
      i. Budget Impact/Program Status. Council members provided updates on the status of their respective programs.
      ii. Graduate Course Class Size. It was suggested that a resolution be drafted to recommend that specific graduate courses have a course enrollment minimum lower than baccalaureate courses. Provost Lujan will be invited to attend a Council meeting to discuss the future of Graduate Education.
iii. **2010/11 Planning.** The Council agreed that the fiscal outlook for next year is unfavorable. It was suggested that the Council continue to discuss how to maintain access for our diverse students, especially those most vulnerable to increased fees.

IV. **Discussion**
   A. **Research, Scholarship and Creative Activities Policy Committee Representative (Brown)** The Council discussed nominating a representative to serve on the RSCAPC for 2009-2010 year. A motion was made by Shawna Young to nominate David Lindsay. The motion was seconded by Carolyn Martin. The motion carried.

V. **Action**
   A. **Summary of Actions taken by Graduate Council in response to WASC site visit (Demetrulias) — Attachment #0910-1.** The Council was asked to review the Educational Effectiveness Review draft to ensure that it represents what was done by the Council last year. The Council offered a number of suggestions. The draft will be revised to reflect the suggestions. The WASC site visit will take place March 3-5, 2010. The Council will meet with WASC representatives to discuss the actions taken in more detail.
   B. **Graduate Education Assessment Plan (Brown) — Attachment #0910-2.** The Council was reminded of the upcoming deadline, September 18, 2009, to submit program assessment reports and curriculum maps to the Graduate School. These reports and assessment plans are a required exhibit for the University’s reaccreditation self study and WASC site visit and will be posted on the website of the Office for the Assessment of Student Learning.
   C. **Doctoral Education Policy Workgroup (Brown).** Last year, the Council agreed to establish a working subcommittee for the academic year 2009-2010 to review potential doctoral-level policy and make recommendations to the Council. Shawna Young, Randall Brown, and Diana Demetrulias volunteered to take part in the committee. The Ed.D. Director from the College of Education will also be a member. Carolyn Martin will solicit other faculty volunteers and report back to the Council at the October meeting.
   D. **Withdrawal Policy-Graduate Level (Brown, Bernardo).** Last year, an undergraduate withdrawal policy was approved specifying the number of courses from which a student may withdraw. The Council was asked to consider developing a graduate withdrawal policy. Council members will consult with their respective departments and report back at the October meeting.