



CALIFORNIA STATE UNIVERSITY, STANISLAUS

GRADUATE SCHOOL

GRADUATE COUNCIL MINUTES

October 18, 2007

Attending: Kurt Baker, Randall Brown, Annhenrie Campbell (for Andrew Wagner)Bret Carroll, David Colnic (for April Hejka-Ekins), Diana Demetrulias, Phyllis Gerstenfeld (for Peter Nelligan), Chet Jensen (for Mira Mayer), Ann Kohlhaas, Arnold Schmidt, Margaret Tynan, Ramon Vega de Jesus, Shawna Young

Excused: Mike Ray, Dennis Sayers,

Ex-Officio: Carl Bengston

Guests: John Borba, Steve Graham, Marjorie Jaasma, Priscilla Peters, Pam Roe

Margaret Tynan called the meeting to order at 2:34 p.m.

- I. **Approval of Agenda.** A motion was made by Bret Carroll to approve the agenda contingent upon the following revisions:
 - A. Item VD, 7006 Comprehensive Examination, has been changed to Teaching Assistantships/Fee Waivers.
 - B. Item VI C, Faculty Budget Advisory Committee Report—FBAC, has been updated to reflect Shawna Young, as the Chair-Elect.

The motion was seconded by Chet Jensen. The motion carried.

- II. **Approval of September 20, 2007 Minutes.** A motion was made by Bret Carroll to approve the September 20, 2007 minutes. The motion was seconded by Chet Jensen. The motion carried.

III. Information

- A. **Reaccreditation Process Update (Peters) –Attachment #0708-1.** In Spring 2008, the University will complete the second phase of the reaccreditation process and prepare for a site visit October 1-3, 2008. The campus will then begin the third and final phase, the Educational Effectiveness Review, of the reaccreditation process. The Inquiry Circles have examined four themes: Engaging a Diverse Student Population in Learning, Infrastructure Support for Learning, Teaching and Learning, and Research, Scholarship, and Creative Activity. The first Capacity and Preparatory Review self-study working draft has been created. The committee is anxious to receive feedback from the campus community. There are areas where additional data and examples are needed. Those interested in providing feedback should contact the Inquiry Circle Chair or Steve Stryker. A second draft will be distributed to the campus in January 2008. After feedback is received, a third draft will be completed by mid-March for final print and submission to WASC.
- B. **MA/MS in Interdisciplinary Studies Annual Report (Sayers) –Attachment #0708-2 (forthcoming).** Deferred.
- C. **Thesis Review Form (Bengston) – Attachment #0708-10.** The Final Thesis/Project Clearance Process and Thesis Review Information form were reviewed. The Final Clearance Process has been modified to reflect the following changes:

1. Reformatted to make more room for instructions
2. Removed requirement to submit a signed Certification of Approval page with review copy
3. Added requirement to complete Thesis Review Information form and obtain department/program approval prior to submitting review copy
4. Added requirement to return marked-up review copy to Library with bindery-ready copy

The suggested changes will help implement current practice regarding approval page signatures; require department or program review prior to submission; and allow the library to track whether reader suggestions have been made.

The Council discussed whether it was necessary to continue signing the Certification of Approval pages in black ink. It was decided that either black or blue ink would be acceptable.

A motion to approve the Thesis Review form in place of the Certification of Approval page, was made by Chet Jensen, and seconded by Kurt Baker. The motion carried.

A motion to approve the return of both the reader review copy to Library along with bindery-ready copies was made by Kurt Baker, and seconded by Bret Carroll. One member opposed. The motion passed.

IV. Action

- A. Research, Scholarship and Creative Activities Policy Committee Representative (Tynan).** Ramon Vega de Jesus will represent the Graduate Council as the RSCAPC representative for the 2007-2008 year.
- B. 7005 Continuing Thesis/Project Waiver (Graham) –Attachment #0708-6.** For the 7005 Continuous Enrollment Policy implementation, it was suggested that a leave of absence policy be established for those students whose faculty committee is unavailable and the student is not using university resources, or collecting data during specific times of the year. The Council discussed the period of time in which this waiver would be effective. It was agreed that a length of time would not be specified. However, the document will be revised to include language regarding the use of University services, and the seven-year limitation for program completion. A motion to approve the 7005 Continuing Thesis/Project Waiver with language modification was made by Chet Jensen, and seconded by Bret Carroll. The motion carried.
- C. Course Proposal – ACC 5155 International Accounting (Campbell) –Attachment #0708-4.** This course provides MBA students will another elective choice. It is the hope of the department to create an Accounting concentration in the near future, in which this course will be included. A motion was made by Ramon Vega de Jesus to approve the proposal with the following revisions, and the condition that any future course proposals are accompanied with a proposal for a concentration:
 1. Include dates in the bibliography.
 2. Modify the language of Student Learning Objectives # 2 & 6.

Bret Carroll seconded the motion. The motion carried.

V. Discussion

- A. Graduate Curricular Approval Processes (Demetrulias) –Attachment #0708-7.** Deferred.
- B. Graduate Comprehensive Examinations (Demetrulias) –Attachment #0708-8.** Deferred.
- C. Graduate Council Membership (Tynan).** The Council reviewed the Constitution membership guidelines concluded that the current member rosters meets guidelines, including the graduate director representing the graduate Consortium program in Marine Science.
- D. Teaching Assistantships/Fee Waivers (Carroll).** Departments are looking for ways to employ students. The Council is being asked to advocate for more support for fee waivers and graduate assistantships. Steven Graham was asked to provide information about the history of Graduate Fee Waivers. Discussion will continue at the November meeting.

- E. **Master of Science in Nursing Resolution (Tynan) –Attachment #0708-9.** The resolution for the MS in Nursing has been forwarded to the Senate Executive Committee.
- F. **Student Records Disposition.** Deferred.

VI. Reports

- A. **Academic Senate Report (Lindsay/Tynan).** Deferred.
- B. **Associated Students Report (Ray).** Deferred.
- C. **Faculty Budget Advisory Committee Report –FBAC (Young).** Deferred.
- D. **Research, Scholarship and Creative Activities Policy Committee (Vega de Jesus).** Deferred.
- E. **Vice Provost (Demetrulias).** Deferred.

VII. Announcements

Margaret Tynan adjourned the meeting at 4:00 p.m.
Respectfully submitted by Raichelle Owens.