



CALIFORNIA STATE UNIVERSITY, STANISLAUS

GRADUATE SCHOOL

GRADUATE COUNCIL MINUTES

March 20, 2008

- Attending: Kurt Baker, Bret Carroll, Diana Demetrulias, April Hejka-Ekins (for David Colnic), Ann Kohlhaas, Peter Nelligan, Pamela Roe, Margaret Tynan, Andrew Wagner, Kimberly Warmlesley, Shawna Young
- Excused: Randall Brown, Chet Jensen, Dennis Sayers, Arnold Schmidt, Ramon Vega de Jesus
- Ex-Officio: Carl Bengston
- Guests: Aerynn Dighton, Steven Graham

Margaret Tynan called the meeting to order at 2:34 p.m. Council members welcomed Kimberly Warmlesley as the new Associated Students Graduate Senator.

- I. **Approval of Agenda.** A motion was made by Pam Roe to approve the agenda. The motion was seconded by Ann Kohlhaas. The motion carried.
- II. **Approval of January 17, 2008 Minutes.** A motion was made by Pam Roe to approve the January 17, 2008 minutes. The motion was seconded by Bret Carroll. The motion carried.

III. Information

- A. **Updated Graduate Council Membership List (Tynan).** A revised copy of the 2007-2008 Graduate Council Membership list was distributed.
- B. **MA/MS in Interdisciplinary Studies Annual Report (Sayers) –Attachment #0708-2 (previously distributed).** The Council reviewed the 2006-2007 MA/MS in Interdisciplinary Studies Annual Report. The Council requested that data be provided to show the program graduation rate. The Graduate School will obtain this data and report back to the Council at the April meeting.
- C. **Graduate Curriculum Policies and Procedures (Demetrulias) –Attachment #0708-3 revised (previously distributed).** The Council reviewed a revised copy of the Graduate Curriculum Policies and Procedures document. It has been modified to include Extended Education language, and the title of the document has been changed. It was identified that the Extended Education language included a reference to the "Dean of the Graduate School." The document will be modified to exclude this reference and clarify approval procedures.
- D. **CGS/Peterson's Award for Innovation in Promoting an Inclusive Graduate Community –Attachment #0708-18.** The Council was provided information on the CGS/Peterson's Award for Innovation in Promoting an Inclusive Graduate Community. The purpose of this award is to provide support in the form of a matching grant to one institution per academic year in order to effect institutional changes to enhance diversity and inclusiveness in graduate education. This is an opportunity for an individual program, or the Graduate Council, to collectively come up with an idea to promote diversity in the Graduate School. Sample proposals will be obtained and distributed to the Council for continued discussion at the April meeting.

IV. Action

V. Discussion

- A. **May 2008 Graduate Council Meeting (Tynan).** The Graduate Council meeting for May has been rescheduled to Thursday, May 8th.
- B. **Graduate Council Chair-Elect (Carroll).** The Council suggested that the following faculty names be forwarded to the Committee on Committees as nominees for the 2008/09 Graduate Council Chair Elect. B. Carroll, D. Lindsay (upon acceptance).
- C. **Assessment Report by Dr. Mary Allen (Demetrulias) Attachment #0708-12 (previously distributed).** The Council reviewed the assessment report by Dr. Mary Allen with special attention to graduate assessment. Diana Demetrulias provided an update of efforts to demonstrate the assessment of student learning in graduate programs. In a previous discussion the Council agreed to review graduate student learning goals and its assessment plan. Throughout this semester, Diana Demetrulias; Vice Provost, Rosanne Roy, the Faculty Coordinator for Assessment of Student Learning; and graduate student, Aerynn Dighton, have been meeting with individual program coordinators to update the Graduate School's 2000-2001 Assessment Plan. A matrix and rubric for evaluating graduate theses and doctoral dissertations will be distributed to Council members. An updated graduate assessment report will be available for Council review in fall 2008.
- D. **7005 Reimbursement (Borba) –Deferred to April Meeting.**
- E. **7005 Retro Waiver (Borba) –Deferred to April Meeting.**
- F. **Teaching Assistantships/Fee Waivers (Carroll) –Attachment #0708-15 (previously distributed).** Departments are looking for ways to employ students. The Council is being asked to advocate for more support for fee waivers and graduate assistantships. At the January meeting, Provost Covino discussed with the Council the importance of graduate education. He supports the growth of graduate programs and understands the significant role of graduate fee waivers. He commits to giving this concern a high priority and has currently increased the graduate fee waiver amount from \$24,000 to \$40,000 and would like to continue to expand the amount each year. The Council expressed its appreciation to the Provost. Even with this substantial increase, additional support is necessary to respond to the growth in graduate programs and enrollment. The Council plans to put together a proposal and work with University Advancement to raise additional funds. Bret Carroll and Peter Nelligan will work to create a proposal and present it to the Council in September.
- G. **Approved Undergraduate Course List (Demetrulias) –Attachment #0708-17 (previously distributed).** In accordance with system policies, normally only 4000 and 5000 level courses can be used in a graduate program. The most recent list of approved courses was reviewed, noting a few 3000 level courses are currently listed. Program Coordinators have been encouraged to check with their respective departments to discuss the rationale for 3000 level courses. The Graduate School will work in conjunction with the Vice Provost to develop a process for future review of course lists as was done previously by Graduate Council.
- H. **Graduate Curricular Approval Process (Demetrulias) –Attachment #0708-7 revised (previously distributed).** The Council reviewed a revised copy of the Graduate Curricular Approval Process document, which was established in effort to streamline the Graduate Curricular Approval Processes. New IS program concentrations have been placed under the section titled "Master's Programs –Graduate Council Review." Also, the following language has been changed to state, "The Graduate Council reserves the right to review curricular matters delegated to the college committees. This review would occur at the GC request or if there were any objections." A motion was made by Peter Nelligan, and seconded by Pam Roe. The motion passed.
- I. **Graduate Education and the Role of Research, Scholarship, and Creative Activity in the CSU (Demetrulias) –Attachment #0708-13 (previously distributed).** Deferred to April Meeting.

VI. Reports

- A. **Academic Senate Report (Lindsay/Tynan).** The Senate discussed budget issues and the Strategic Plan.
- B. **Associated Students Report (TBA).** Plans are being made to lobby for fiscal support of the CSU in Sacramento on April 18th.
- C. **Faculty Budget Advisory Committee Report—FBAC (Young).** Provost Covino presented the History of Graduate Enrollment report. As previously discussed The FTES for graduate programs have been

restructured. Originally it was 1 FTE= 15 units, now it is 1 FTE= 12 units. This is applicable only to the number of students that have increased since the baseline in 2006/07. Each department will receive a report to show its individual growth since re-benching.

- D. Research, Scholarship and Creative Activities Policy Committee (Vega de Jesus).** The committee did not meet this month.
- E. Vice Provost (Demetrulias).** The CSU Graduate Deans Council has proposed a change to the Title 5 Graduate Admission Policy. The change would allow institutions to admit students by calculating their last 60 unit GPA or their undergraduate GPA. This item has been placed on the CSU Board of Trustees May agenda.

VII. Announcements

- A.** Carl Bengston announced the need for Library readers. He also thanked the Council for supporting the Thesis/Project changes, which have occurred in vast improvements.

Margaret Tynan adjourned the meeting at 4:35 p.m.

Respectfully submitted by Raichelle Owens.