



CALIFORNIA STATE UNIVERSITY, STANISLAUS

GRADUATE SCHOOL

GRADUATE COUNCIL MINUTES

October 15, 2009

Attending: Kurt Baker, Randall Brown, Bret Carroll (for Katherine Royer), David Colnic, Diana Demetrulias, Fan-Yu Lin, David Lindsay (for Andrew Wagner), Carolyn Martin, Peter Nelligan, Susan Neufeld, Tony Perrello, Dawn Poole, Margaret Tynan, Pam Roe, Shawna Young

Excused: Ann Kohlhaas, Jim Riggs

Ex-Officio: Kelvin Jasek-Rysdahl (for Steve Filling)

Guests: Lisa Bernardo

Randall Brown called the meeting to order at 2:32 p.m.

- I. **Approval of Agenda.** A motion was made by Pam Roe to approve the agenda. The motion was seconded by Peter Nelligan. The motion carried.
- II. **Approval of September 17, 2009 Minutes.** A motion was made by Margaret Tynan to approve the September 17, 2009 minutes with the following revision:
 - A. Strike the sentence "The Council agreed that this type of resolution is not recommended at this time" from item III C ii. Also the phrase "course enrollment cap" will be changed to "course enrollment minimum."

The motion carried.

III. Information and Announcements

- A. **MA/MS Interdisciplinary Studies 2008-2009 Annual Report (Young).** The Council reviewed the 2008-2009 MA/MS in Interdisciplinary Studies Annual Report. The report includes a description of the IS Program's enrollment and graduation activity for academic year (AY) 2008/09, as well as an overview of the last 7-year trend.
- B. **Enrollment Update (Bernardo).** Currently, there are 1,557 enrolled graduate students about 20% of the student body. Enrollment is down 190 students from last year because of 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 admission to Winter or Spring 2010 terms except for limited education programs. The Fall 2010 application cycle began October 1, 2009. To date, fifteen applications have been received.

As discussed in the last month's meeting, 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. Lisa Bernardo provided Fall 2010 deadlines from other CSU campuses ranging from March 1, 2010, to June 30, 2010. It was suggested that we consider May 1, 2010, as our campus deadline. A motion was made by

Margaret Tynan to recommend approval of a campus deadline of May 1, 2010. The motion was seconded by Dawn Poole. The motion carried.

- C. **Graduate Assessment Update (Johnson) –Attachment #0910-9.** Deferred.
- D. **American Psychological Association (APA) 6th ed. /Modern Language Association (MLA) 7th ed. (Brown) – Attachment #0910-7.** The American Psychological Association (APA) and the Modern Language Association (MLA) has published new editions of their publication manual. To accommodate students already working on their theses/projects, the Graduate School will accept theses and projects formatted according to either the 5th or 6th edition of APA or the 6th or 7th edition of MLA through the 2009-2010 academic year. Beginning Summer 2010, all theses/projects must be formatted according to the new editions.
- E. **CGS/GRE Graduate Enrollment Report (Demetrulias).**
The Council of Graduate Schools recently released its annual graduate enrollment and degrees reports. The reports provide an external benchmark and comparative information that may be helpful for academic program reviews and annual reviews of student enrollment, retention, graduation rates, etc. An email will be sent to Council members providing the links to the reports.

In the past, the Council has discussed submitting a proposal to the CGS/Peterson's Award for Innovation in Promoting an Inclusive Graduate Community. The purpose of this award is to provide support to effect institutional changes to enhance diversity and inclusiveness in graduate education. The Council agreed to establish a workgroup to develop ideas, make recommendations to the Council, and develop a proposal (due September 2010). The workgroup is comprised of Shawna Young, Diana Demetrulias, and Margaret Tynan.

IV. Reports

- A. **Academic Senate Report (Brown).** The Senate continued discussion of the academic calendar. Reports from the Academic Calendar Advisory Committee (ACAC) and UEPC were reviewed. The item will be moved to an action item at the next Senate meeting. It was suggested that the Council develop a resolution in support of UEPC's recommendation. A motion was made by Dawn Poole to develop a resolution in support of UEPC's recommendation. The motion was seconded by Bret Carroll. One abstention. The motion carried.
- B. **Associated Students Report (TBD).** No report.
- C. **Faculty Budget Advisory Committee Report –FBAC (Poole).** The two academic calendar reports from ACAC and UEPC were reviewed. The ACAC report suggests by eliminating Winter term, the University would save approximately \$200k+, whereas UEPC's report in support of Winter term found no indication of a budgetary savings. FBAC did not find sufficient financial evidence to suggest a cost savings. Therefore, a FBAC resolution was passed to support UEPC's recommendation regarding the academic calendar. Last year, a budget template was developed. FBAC members reviewed the template and discussed its usefulness.
- D. **Research, Scholarship and Creative Activities Policy Committee (Lindsay).** The RSCAPC Spring 2009 Survey was distributed for review, to be discussed at the next meeting. The committee will also begin discussion of the *Research Compendium*.
- E. **Vice Provost (Demetrulias).** Report provided in III E.

V. Action

- A. **7006 Continuous Enrollment-Comprehensive Exam (Bernardo) - Attachment #0910-6.** Last year, the Council approved the 7006 Continuing Comprehensive Examination course. This course is designed for students who must remain continuously enrolled to complete their comprehensive examinations. The Graduate School recently developed the registration form that will be used for this purpose. A motion was made by Margaret Tynan to initiate use of the 7006 Continuing Comprehensive Examination form. The motion was seconded by Peter Nelligan.

VI. Discussion

- A. **Graduate Education Action Plan (Brown)-Attachment #0910-4.** The Council reviewed the revised draft Graduate Education Action Plan. This is a key WASC exhibit that will be included in the WASC report. It was suggested to include language to indicate that the recent version of the action plan reflects extensive

- discussion among faculty graduate coordinators over several years. The document will be modified to include the suggestion. Discussion of the plan will continue.
- B. Thesis/Project Committee Membership (Young).** A concern was forwarded to the Council last year by a faculty member involved in an Interdisciplinary Studies thesis committee as a second/third member. It was expressed that the workload required for a second/third committee member on an IS thesis/project committee seems greater than the contributions of a second/third committee member on a thesis/project committee comprised of all members from the same department. The Council referred this issue to the IS Committee. In response, the IS committee suggests the Council examine the possibility of providing second and third IS thesis/project committee members with 0.3 WTU's, similar to that which is given to faculty for overseeing an independent study. The Council discussed the possibility of considering such workload compensation for all thesis/project committees in all programs to acknowledge contributions of all thesis/project committees, not just IS thesis/project committees. It was suggested that the Council review the workload policy for language clarification. The Council will resume discussion at the November meeting.
 - C. Policy on Human Subjects Research (Brown) – Attachment #0910-8.** Deferred
 - D. Doctoral Education Policy Workgroup (Brown).** Deferred.
 - E. Withdrawal Policy-Graduate Level (Bernardo)-Attachment #0910-5.** Deferred

Randall Brown adjourned the meeting at 4:30 p.m.
Respectfully submitted by Raichelle Grays