

<b>To:</b>	Keith Nainby, Speaker of the Faculty
<b>From:</b>	Anysia Mayer, Chair, Graduate Council, 2020- 2021
<b>Date:</b>	As of May 3, 2021
<b>RE:</b>	Annual Report of the Graduate Council, 2020- 2021

The Graduate Council (GC) is a standing committee of the Academic Senate. Voting members include chair, chair-elect, the graduate program coordinator from each department or school that offer a master's or doctoral degree, a student representative from ASI, and an executive secretary. Ex-Officio (non-voting) members include the Speaker of the Faculty, the Provost/Vice President for Academic Affairs, deans of the four colleges and the Library, and the Director from the Office of Research & Sponsored Programs. Standing (non-voting) guests include the Director of Admissions/Registrar's Office and the Director of the Center for Excellence in Graduate Education (CEGE). A recording secretary, Gurpreet Aulak the Curriculum Specialist, attends all meetings. The GC values this broad membership.

Graduate Council oversees graduate education across the University. While GC is primarily tasked with overseeing academic and curricular issues, it also serves as an important vehicle for shared decision making and communication across administration, staff, and graduate programs. Graduate Council fosters discussion among program directors and administrators on all aspects of university-wide graduate education issues, including curriculum, academic support for students, financial support for students, assessment and evaluation, outreach and marketing, faculty workload, graduate education leadership, community engagement, and fundraising, among other issues. To that end, GC developed the Graduate Education Action Plan in 2017-18, and continues to use the plan to monitor progress and refine goals.

In 2020-21 the COVID-19 pandemic impacted the professional and personal lives of all faculty at CSU Stanislaus. In the spring of 2020, and during 2020-21 campus closures necessitated by the pandemic, faculty were forced to work remotely. These closures resulted in a dramatic shift in faculty work related to teaching, service, and scholarly endeavors. Campus closures and remote delivery of instruction involved both pedagogical and scholarly adjustments for faculty. University service turned to the virtual space as well. Faculty may have had less time to participate in service due to the increased time and effort of the transition to on-line teaching. Additionally, the agencies and organizations with whom graduate programs may have participated, have found themselves closed or have restricted access.

This year the Council convened for nine regularly scheduled, two-hour meetings on the third Thursday of every month, from 2-4pm. In addition, a sub-committee of GC met during the summer of 2020 as part of the President's Fall Planning Initiative. All meetings were held via Zoom.

In the fall of 2020 the council identified the following goals for graduate education given the COVID-19 pandemic

conditions.

### **Goals for AY 2020-21**

1.	Maintain graduate student enrollment and diversity at 2019-2020 levels (and admit in the spring 2021)
2.	Maintain graduate students' time to degree rates at 2019-2020 levels
3.	Provide support to graduate programs needed to deliver curriculum via remote instruction
4.	Advocate for the unique needs of graduate programs and ensuring these needs are addressed
5.	Provide support to graduate programs needed to ensure continuation of field experience activities.
6.	Continue to recruit and hire a Graduate Dean in the fall

### **Significant outcomes from these meetings include the following:**

#### **New Graduate Programs and Concentrations**

- School Administration elevation (placed a hold until next year)

#### **Academic Program Reviews**

- English APR (coordinating completion)
- Public Administration APR (coordinating completion)

### **Summer 2020 Graduate Education Planning Committee Outcomes**

Committee Members:

Virginia Montero Hernandez

Katie Olivant

Umar Ghuman

John Garcia

Dianne Vargas

Mirta Maldonado

Noelle Won

Andrew Gardner

Anysia Mayer (Chair)

Anthony Johnson

Brandon Wolfe-Hunnicutt

### **Charge of the Committee**

Make recommendations for the resources, supports, and actions that are needed this summer and fall to help prepare post-baccalaureate and graduate education programs for the fall semester. GC discussed the charge of the committee in spring 2020 and approved broad solicitation of faculty. All GC representatives were invited to participate on the committee. The committee membership was solicited via a campus-wide email asking for graduate faculty volunteers.

### **Overview**

The committee met and solicited feedback from colleagues related to the needs of graduate programs during summer and fall 2020. The committee authored two reports and submitted them to the office of the Provost. These reports outlined recommendations for action and provided rationale for recommended actions. The committee also submitted these reports to GC who took over the work in fall 2021, and continued to interface with other university-wide committees to ensure graduate program needs were represented on those committees.

The committee's recommendations drew attention to the unique needs of graduate programs. For example, many graduate programs must provide students with off-campus educational opportunities as part of the required academic curricula. Each graduate program has unique fieldwork, internship, and professional placement requirements that may require students to have face to face contact with each other or with the public off-campus. We reported that faculty were concerned that the proposed process for getting approval for face to face classes will inhibit graduate programs' ability to serve their students via the off-campus classes.

In collaboration with the committee the CEGE director distributed a survey of graduate students related to COVID. The survey sought to assess student experiences in spring 2020 in an effort to plan for fall 2020. In the fall of 2020 the committee submitted the findings of the survey to GC for review and planning purposes.

## **Updates to By-laws**

The council voted to add the Dean of the Stockton Campus, and the Dean of UEE and International Education to the list of ex-officio, non-voting members. The council recommends continued work on updating the by-laws in 21-22 so that the document reflects the current university structure. In particular, the council will need to determine the roles of the AVP for Academic Affairs and the Dean of Graduate Studies and Research on the council.

## **Fee Waiver Pilot Program for Teaching Associates**

Due to budget constraints the pilot of the fee waiver program for graduate students that would have supported graduate student teaching assistants in the biological sciences was not implemented in 20-21. The council recommends that this program be reinstated as soon as budgets allow. It also continues to support the exploration of how this program might be expanded to include other graduate programs. Tuition waivers are an asset in recruiting well-qualified graduate students; provide valuable experience for graduate students who want to become teachers or enter Ph.D. programs; and fosters normative interactions between graduate and undergraduate students.

## **Outreach, Marketing, and Recruitment**

Graduate Council continued its assessment of the potential for programs to grow in enrollment, as well limiting factors, and the specific marketing and recruitment needs of various programs. Graduate Council, with the support of CECE annual virtual Graduate Fair, at which programs provided information for potential applicants. GC worked with Stuart Wooley, and Lisa Bernardo on informing graduate program coordinators of options for streamlining the graduate school application process, and potentially creating a One Stop Application procedure that could be adopted by all graduate programs.

Dean Caudill, and her talented staff provided significant support for marketing and outreach this year. UEE created and funded a graduate program recruitment add on NPR. UEE staff, with the collaboration of GC members developed a graduate program marketing brochure. The brochure can be accessed via the graduate school website at:

<https://online.flippingbook.com/view/294991112>

Due to the fact checking and thorough investigation done by UEE staff the council voted to use the brochure as the template for the new graduate programs website to be launched in May 2021.

## **Workgroups**

Graduate Council in an effort to facilitate work in between monthly meetings established two workgroups. Workgroup 1- planned for ways to support graduate program participation in social justice movement. Workgroup 2- planned for ways to support graduate writing and research and ways to support for graduate students in the virtual university.

## **Graduate Learning Goals**

The graduate learning goals were approved by Graduate Council and Academic Senate in 2016. They apply to all graduate programs. The council voted to discuss revising the graduate learning goals to make them more relevant and measurable. Members agreed the following graduate learning goals have potential for revisions: two, four, and six. Questions that the members suggest should be addressed in 2021-22 are as follows: Are these goals appropriate or useful? Do these goals align with programs' goals? How do these goals advance the cause graduate education on campus? How many graduate directors use this document to inform the strategic direction of the program? If we look at the mission statements for each graduate program, would we find key ideas and concepts that might inform graduate program goals?

## **Dean of Graduate Studies and Research Search**

In April 2021 the national search for the Dean of Graduate Studies and Research was resumed. The position announcement will close on May 7, 2021. R.H Perry is serving as the firm coordinating the search. A number of members from Graduate Council are involved in the search, including Brandon Wolfe-Hunnicut, Virginia Montero Hernandez, Umar Ghuman, and Dean Helene Caudill. Anyisia Mayer (Chair) and Dean Oddmund Myhre are co-chairing the search. The council contributed significantly to the process of advocating for the reinstatement of the position. In addition, the council discussed a vision for the graduate school and criteria for the position that was included in the position description. There was consensus that the new graduate dean should be collaborative, and have a commitment to and strong record of building a diverse, social justice, equitable, and inclusive learning community and an understanding of the relationship between diversity, academic excellence, and our mission as a

public 4-year University. The goal is to have an appointment by August 1, 2021.

### **Graduate Education Action Plan and Progress Chart**

Graduate Council began utilizing the Graduate Education Action Plan and Progress Chart that was developed during the 2017-18 Academic Year. These documents serve as a process for setting and revising goals for graduate education, and a guidepost for our work in Graduate Council. GC did not address the action plan in 20-21 as the council developed action items based on the COVID-19 working conditions.

### **Director of the Center for Excellence in Graduate Education**

Dr. Virginia Montero Hernandez served as the Director for the Center for excellence in graduate education. Dr. Hernandez implemented a number of well attended workshops and initiatives designed to assist graduate students with their academic goals. Dr. Montero Hernandez, with the approval of the council, will continue as CEGE director through summer 2021, fall 2021, and will be on sabbatical in spring 2020. The council decided that it would be best not to do a search for a new CEGE director in the spring of 2021 due to the anticipated hire of a Dean of Graduate Studies and Research in fall 2021.

### **Recognition of Service**

The Graduate Council recognizes and thanks Gurpreet Aulak for her outstanding administrative support throughout the academic year.

We especially want to acknowledge the active involvement of our ASI Graduate Senator, Santos Ayala, who brought a critically important student voice to many discussions. We strongly support ASI in identifying and appointing a graduate senator who can serve on Graduate Council.

## Active Voting Members:

Representative(s)	Program(s)
Anysia Mayer	Chair
Matthew Cover	Biological Sciences M.S. (state)
Katrina Kidd	Business Administration M.B.A. (state and self)
	Accounting (state)
	Business Analytics (state)
	General (state and self)
	Executive Master of Business Administration (state and self)
	Finance (state and self)
	Human Resource Management (self)
Victoria Cortez	Child Development M.A. (self)
Blake Randol	Criminal Justice M.A. (state)
Debra Bukko	Educational Leadership Ed.D. (state)
Suzanne Whitehead	Education M.A. (state)
	Curriculum and Instruction
	Elementary Education
	Secondary Education
	Special Education
	Reading
	Educational Technology
	Multilingual Education
	Counselor Education
	Counselor Education, Professional Clinical Counselor
	School Administration
Andrew Dorsey	English M.A. (state)
	Rhetoric and the Teaching of Writing
	TESOL
	Literature
Paul Strauss/Brandon Wolfe-Hunnicutt	History M.A. (state)
Peggy Hauselt	Interdisciplinary Studies M.S. (state)
	General
	Geospatial Analysis of Human-Environmental Change
Matthew Cover	Marine Sciences M.S. (state)
Carolyn Martin/ Mia Tiscareno	Nursing M.S. (state)
	Nursing Education
	Nursing Administration
	Gerontological Nursing
	Family Nurse Practitioner

Kurt Baker	Psychology M.A. (state)
	General
	Behavior Analysis
	Psychology M.S. (state)
	Marriage and Family Therapy Concentration, Behavior Analysis Track
	Marriage and Family Therapy Concentration, Counseling Track
Umar Ghuman	Public Administration M.P.A. (state)
John Garcia	Social Work M.S.W. (state and self)

**Ex-Officio Members (Non-voting):**

Keith Nainby Academic Senate Speaker  
 Ron Rodriguez, Dean/Library  
 David Evans, Dean, COS  
 Oddmund Myhre, Dean, COEKSW  
 Tomas Gomez-Arias, Dean, CBA  
 Kimberly Greer, Provost/VPAA  
 James Tuedio, Dean, CAHSS  
 Helene Caudill, Dean, UEE and International Education  
 Joyce Bell, Director, Research and Sponsored Programs

**Standing Guests (Non-voting):**

Lisa Bernardo, Dean of Admissions/ Registrar  
 Virginia Montero Hernandez, Director, Center for Excellence in Graduate Education

The Graduate Council thanks the following members and guests who participated in special committees and tasks:

- Research, Scholarship, and Creative Activities Policy Committee (RSCAPC) representative: Debbie Bukko.
- GC Ad-hoc subcommittee for the advancement of Graduate Student Support: Katrina Kidd, Umar Ghuman, Santos Ayala and Virginia Montero Hernandez.
- Gurpreet Aulak, Curriculum Specialist, Recording Secretary. Gurpreet rendered exceptional planning and Zoom support during GC meetings. We are thankful for her support of the committee this year.
- Dean Helene Caudill, and her staff for their support of graduate programs.

We look forward to Kurt Baker's leadership as Chair of the Graduate Council in AY 2021-22.

Anysia Mayer  
 Chair, Graduate Council AY 2020-21