

California State University, Stanislaus
Graduate Council
Meeting Minutes **February 17, 2022**
VIRTUAL via Zoom

PRESENT: K. Baker (chair), V. Montero-Hernandez (chair-elect), A. Dorsey, B. Randol, C. Martin, J. Garcia, D. Bukko, J. Garcia, P. Hauselt, S. Whitehead, U. Ghuman, S. Wooley, D. Nakano, D. Evans, H. Ye, O. Myhre, K. Knutson-Miller, V. Cortez

GUESTS: G. Aulak(recording), L. Bernardo, J. Carranza, M. Stanley

- I. Call to Order.** Baker called the meeting to order at 2:00 p.m.
- II. Approval of Agenda.** The agenda of February 17, 2022 was approved as distributed.
- III. Approval of the Minutes.** The minutes of December 9, 2021 were approved as distributed.

IV. Information, Announcements, Reports

- A.** A council member brought up an issue concerning the new website; it is difficult to locate some resources.
- B.** Joseph Carranza is the interim director for Center of Excellence in Graduate Education (CEGE). Carranza started this position during winter break. Carranza is currently working on the Grad-Slam and 3-minute thesis challenge. This challenge info: https://csustan-my.sharepoint.com/:b/g/person/jcarranza_csustan_edu/EdQ9b3A27aJkWwZwTu3fkQBvr5un4taGPZ2y_CAnHRvMw?e=VcgKJ1.
- C.** Council members should google Council of Graduate Schools and Western Association of Graduate Schools. Membership is free. Anyone interested to participate should contact Haley Ye.
- D.** Dean Ye is working on Research, Scholarship, and Creative Activities celebration. It will be on April 14th at 1:00 p.m., hybrid, face-to-face or zoom. Please register via 25live news announcement.
- E.** Dean Ye is working on collecting and publishing faculty work and student accomplishments. Link to input research products for faculty and staff: <https://csustan.libwizard.com/f/rsca-faculty>.
- F.** Council approved the new Nursing Education Certificate via online poll between meetings.
- G.** Council approved the Counselor Education Concentration elevation to a stand-alone M.A in Counseling via online poll between meetings.

- H. Council approved the Behavior Analysis Concentration elevation to stand-alone MA in Applied Behavior Analysis via online poll between meetings.

V. New Business

- A. Post Masters Psychiatric Advanced Practice Registered Nurse Certificate.** Mary Jo Stanley, Nursing Department Chair, joined the meeting. Stanley and Martin introduced the *Post Masters Psychiatric Advanced Registered Nurse Certificate*. There is a need for mental health providers. The certificate is 24 units total. Nursing consulted with Social Work, Counseling and Psychology. Certificate is mostly beneficial to golden valley and Livingston community health. Graduates will mostly be working in public health. Both outside providers and students are interested in this certificate. There are 54 family nurse practitioner students waiting for this certificate. Everyone is excited for this program. Nursing will enroll from other locations as well. Currently, nursing admits 18 students and graduate 13 students. The ideal initial admission for this certificate is 8-10 students. Nursing prefers face to face but is requesting hybrid. Some courses might be online.
- i. Council suggested adding "*Graduate Certificate*" to the title to be consistent with other graduate certificated programs on this campus.
 - ii. Council suggested changing the language relative to enrollment numbers for "*10-20 are expected....*". The ideal initial admission of 8-10 students should be clearly stated.
 - iii. Whitehead motioned, Garcia seconded, and council unanimously agreed to vote via online poll between meetings for this proposal.
- B. Completing Hours of Fieldwork Experience.** Whitehead introduced her concerns regarding fieldwork experience hours. Every semester, in her program there is at least one student who does not finish their hours. Education program has three different concentrations. It is challenging to track them and keep continuous communication. These students do not report to anybody. There is an incomplete grade for their last course. Sometimes these students will come back eight months later. There is no continuity. However, they are connected to this campus. Faculty is doing work and not receiving credit for it. Whitehead has five students currently. It is extra work. It is not reflected in WTUs. There is no incentive to finish for these students. The seven-year policy creates many problems.
- i. Garcia shared Social Work is highly structured for these types of courses. A faculty member has to approve student hours. If a student does not finish their hours they would need to reregister for the course. One individual is devoted to field coordination.
 - ii. Baker shared Psychology students also reregister for the course if they do not complete their hours.

- iii. Ghuman shared Public Administration has students that fall off the program and then come back. Some students come back in seven years and everything has changed. Now the students want to complete their culminating case analysis, or retake the comprehensive exams. But Instructors have changed and are now New instructors are expected to work with these students who haven't taken recent courses and so end up being given the 7006 designation that is extra work for instructors that isn't remunerated. It is not fair."
- iv. Whitehead will work with Garcia to learn more about their process.

C. Constitution of the General Faculty- Graduate Council Section Modification. The Graduate Council Bylaws were updated. They are correlated with General Faculty Constitution.

- i. Executive Secretary provides policy support for the committee (along with Lisa Bernardo-Registrar). The change in Executive Secretary designation is to make the Dean of Graduate Studies the Executive secretary, since the duties of the Graduate Dean focus on Graduate Studies. Consequently, the AVPAA now has less direct responsibility for graduate education. The Executive Secretary works to provide support on policy (Chancellors Office + Campus), works with the GC Chair on policy initiatives, has a role to advocate/support graduate program faculty and students in executive meetings and bring that information to the council. Curriculum Specialist stays as Recording Secretary.
- ii. Why does the Executive Secretary designation need to exist? Baker will research and share with council in the next meeting.

VI. Old Business

- A. Master in Criminal Justice APR.** John Garcia, Suzanne Whitehead, and Debra Bukko completed the Masters in Criminal Justice APR Evaluation. Evaluation was shared with Council. Evaluation team met November thru January. Individual comments were shared on how the program can grow. Comments were summarized collectively in the report. What are the implications of those suggestions? The evaluation team shared that size of the program is not as important as the quality of the program. A small program does not need to be cut. It needs resources to grow because it contributes to the mission of the university. The issue of this program plays an important role. There is faculty who are committed to this program. Evaluation team hopes university is equally committed.
 - i. Randol thanked the evaluation team for the report. Enrollment has increased and courses are not being cut anymore. There are challenges. Randol is provided three WTUs for one academic year. It is a small program and it takes time to grow a program. Randol will read the report and council will continue discussion in the next meeting.
- B. 7005 Course Compensation.** The issue for 7005 courses is faculty compensation. The 7005 course is generic course for zero units that allows students to stay enrolled. Students pay a low fee. Faculty do not receive any WTUs. Can there be workload

defined for this course? Faculty should not be working for free. This is an issue for graduate programs. There is a need to operate with fairness. What are the next steps?

- i. 7007 Continuing Dissertation course has assigned time code for faculty working. There are informal processes to adjust for how many students each faculty has. Is assigned time an option?
- ii. Academic Senate will discuss WTU limits and banking on Tuesday, February 22, 2022. Nakano encouraged members to share this discussion.
- iii. Social Work built infrastructure in the program to support students. Thesis is a monumental undertaking. It requires support. It is too much to ask for chair or one faculty member to manage this. Social Work built in a capstone course for one year to help students with thesis. This greatly reduced the issue of students not finishing due to thesis. It is now just a few students who do not finish on time. All faculty working with these students have access to funds from student enrollment.
 1. Dean Evans is interested in the idea of a capstone course linked to thesis. It is a good compromise solution. It will acknowledge there is workload associated. We could bank WTUs for assigned time and make it work.
- iv. If students enroll in a course in addition to 7005, do they pay tuition and fees in addition to the \$125? Bernardo shared if a student enrolls in an actual unit bearing course then they would fall under tuition and fees. It is part time fees. The idea of \$125 was to keep cost down for students. They would have to pay the actual tuition fees charged by CSUs for taking units. This is a concern. It is an important conversation. Open university is same as extended education. It is a rule from Chancellors Office. CSU is paid based on full time equivalent students.
- v. Ye shared LA campus had a policy that students cannot register for thesis units until they passed the thesis proposal by the thesis committee to reduce chance of unfinished thesis.
- vi. Wooley suggested maybe more important issue is what structures do we have in graduate programs to support students to complete their thesis.
- vii. Bernardo will run a query for all students enrolled in 7005. This will be a starting point for council to assess which programs are dealing with how many students.

C. Equity and Inclusion in Graduate Council Structure and Practices. Deferred.

D. Graduation Fees. Council agreed this issue has been resolved. Part of the application fee is designated toward diploma and other is for the graduation care package. Students received packages since there was no in-person commencement. This year there will be in-person graduation.

- i. Bukko shared there needs to be a restructuring of fees for graduate students. Graduate students pay so many university fees for services they never use. This is a concern.

E. Graduate Learning Goals. Deferred.

VII. Tabled Business

- A. Graduate Education Action Plan.** Deferred.
- B. Course Time Module Scheduling Policy Review.** Deferred.

VIII. Adjournment. The meeting adjourned at 4:00 p.m.

KB:ga