

California State University, Stanislaus
Graduate Council
Meeting Minutes **September 24, 2020**
VIRTUAL via Zoom

PRESENT: A. Mayer (chair), K. Baker (chair-elect), D. Bukko, V. Cortez, A. Dorsey, J. Garcia, U. Ghuman, C. Martin, S. Whitehead, P. Strauss, B. Randol, S. Wooley, S. Ayala, K. Nainby, R. Rodriguez, D. Evans, O. Myhre, T. Arias, K. Greer, J. Tuedio

GUESTS: J. Bell, L. Bernardo, V. Hernandez, G. Aulak (recording)

I. Call to Order. Mayer called the meeting to order at 2:00 p.m.

II. Approval of Agenda. The agenda of September 24, 2020 was approved as distributed.

III. Approval of the Minutes. The minutes of August 27, 2020 were approved.

IV. Information, Announcements, Reports

- a. CEGE 2020-2021 Activities Overview. Virginia Montero Hernandez, Director of Center Excellence in Graduate Education (CEGE), provided an overview of activities for this academic year. Flyers with a complete list of activities for this semester were sent out to faculty. Faculty should remind students to attend these events. Canvas and Warrior Hub will be used as a source for advertisement. Hernandez expanded the number of workshops offered through CEGE. Most of the new workshops focus on student writing. Students receive assistance in writing cover letters, scholarly papers, and more. This is helpful for first generation students whose first language is not English. There were two workshops related to professional development for faculty but it did not have many attendees. Faculty is being asked to record their workshops so they can be accessible on the CEGE website.
 - i. Hernandez is trying to improve collaboration and how CEGE can articulate its mission to strengthen graduate culture. Hernandez is working with the writing center and continuing to collaborate on projects from last year. Writing center created a specific section on their web page to clarify how graduate students can use their services. Hernandez requested members to send ideas for next semester. Members thanked Hernandez for creating meaningful support services for graduate students.
- b. Virtual Recruiting Fair Interest. Wooley shared multiple virtual recruiting fair opportunities. Students from across the state attend these types of fairs. Members shared their experience in attending these in the past and their positive results. Even though CSU is regionally based, having an entire academic year online has potential to change enrollment patterns. More programs might switch to hybrid mode. A virtual recruiting fair interest form was shared with members.

- c. Federal Requirements for Posting Licensure and Certification Eligibility. Wooley shared the requirements for complying with this requirement from the Chancellor's Office. Programs will send information to Wooley if their programs require licensure and certification. A link to the Chancellor's Office statement will be posted on eligible program webpages and catalog pages.
- d. Brochure Interest Group Update. The first meeting is on September 24, 2020 at 4:00- 5:00 p.m. Interested members will need to contact Helene Caudill.
- e. Baker shared a discussion from Faculty Budget Advisory Committee (FBAC). There were budget cuts due to COVID-19. The temporary cuts should not be permanent cuts. FBAC is collecting examples of situations when temporary cuts did become permanent cuts.
- f. Graduate Dean Search Update. Provost Greer joined the meeting to discuss the reasons for cutting the graduate dean position. There were guiding principles that cabinet began with. Initially, there was 4% cut for this campus. Everyone was focused on the core mission for this campus. Cabinet assessed to make cuts for vacant positions and positions that were not yet filled. This included: two associate dean positions, three SSP positions in colleges, graduate dean, and new tenure track positions. In early April, the Chancellor's Office discussed budget and encouraged Presidents to slow down or pause searches that were not completed. Cabinet began with administration positions because it did not want to cut faculty positions. FBAC requested for an inventory of all positions that were cut to meet original budget cut. They want to keep track of positions that were cut. Provost Greer is working with Christine James, Vice President of Business and Finance, to provide this list. Academic Affairs had a total cut of \$1.5 million. This campus had a total cut of approximately \$5 million. If we would want to pursue the graduate dean position in the future, we would need to reallocate current base dollars. FBAC should make this a priority.
 - i. Dean Tuedio shared that the salary and benefits for the graduate dean position are equal to couple of faculty tenure tracks. It is critical for Graduate Council to justify why graduate dean should be a priority. Garcia stated that all of the work that has been done have not been done in good faith. Graduate Council has worked over the series of years and critically articulated the role of Graduate Dean. It became a priority for both FBAC and Academic Affairs. If all of these groups felt it was a priority and identified a rationale, what's the next step? We have a hole for graduate leadership. Greer clarified it was clearly communicated that it was a priority. President Junn knew it was a priority. The budget cuts came and it was as strategic as it could be. The economy is going to struggle over

the next few years. We have to remember that just hiring a graduate dean does not create all the resources this position will need to provide leadership. Mayer thanked Provost Greer for providing this explanation.

V. New Business

- a. **Bylaws of the Graduate Council Amendment:** "These bylaws may be amended by a two-thirds vote of the Graduate Council membership, provided that the amendment has been submitted in writing at the previous regular meeting." Dorsey motioned and Baker seconded to have a discussion on the proposed amendment. Members discussed the amendment to include Dean of University Extended Education and International Education as an ex-officio member. Council will vote on this in the next meeting.

VI. Old Business

- a. **Discussion of how to take care of business between meetings; Priority List from August 27, 2020 Meeting.** Mayer asked members on ideas for taking care of business between meetings. There are options to have formal ad hoc groups, meet twice a month, or have special interest work groups. Members are opposed to meeting twice a month. Most of the items are tabled maybe because there is no leadership/graduate dean. Having more meetings would be trying to place a band-aid on the issue. There needs to someone that works on the issues of graduate education full-time. Members shared it is important to have a more robust agenda. There needs to be clearly defined tasks to perform before we start allocating more time. Perhaps revisiting the charge would provide clarity. This is a faculty governance committee and we should be more proactive. The roles of Graduate Council, CEGE, and Associate Vice President should be discussed in regards to graduate education. Having ad hoc committees or work groups could be effective. Members needs to define the priorities and assess specific actions we can take this year to advance them. A Qualtrics survey will be shared with members to rank order the priorities and serve on specific work groups.
- b. **Academic Program Review - English APR.** Ghuman provided an update on the English Academic Program Review. It was submitted to Academic Senate last semester and is considered complete.

VII. Tabled Business

- a. **Fee Waiver Pilot Program for Teaching Associates.** Deferred.
- b. **Academic Program Review- Public Administration APR.** Kidd had volunteered to be part of the review committee last year. Whitehead has already reviewed and approved the APR.

- c. **Graduate Education Action Plan.** Deferred.
- d. **Course Time Module Scheduling Policy Review.** Deferred.

VIII. Adjournment. The meeting was adjourned at 4:10 p.m.

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