

California State University, Stanislaus
Graduate Council Meeting Minutes
April 19, 2018

Present: A. Dorsey, (Chair), M. Cover (chair-elect), K. Kidd, K. Jaycox, C. Martin, P. Hauselt, V. Montero, S. Neufeld, R. Weikart, S. Wood, S. Young (*Quorum – 8 voting members*)

Ex-Officio: D. Evans, K. Greer, R. Rodriguez, J. Tuedio

Guests: L. Bernardo, H. Caudill, G. Kaul, A. Reeves, S. Schraeder (recording), S. Wooley

Excused: R. Bhaduri, K. Brodie, K. Kidd, S. Wood

- I. **Call to Order.** A. Dorsey called the meeting to order at 2:05 p.m.
- II. **Approval of Agenda.** The agenda of April 19, 2018 was approved as distributed.
- III. **Approval of Minutes.** The minutes of March 15, 2018 were approved as distributed.
- IV. **Information, Announcements, Reports.** M. Cover shared information on the first Stanislaus State Graduate Education Fair held on Wednesday, March 28, 2018 from 3:30-5:30 p.m. in MSR 130.

R. Rodriguez shared that the CSU System-Wide Libraries will be cutting resources and asked the Graduate Council to share any concerns regarding the loss of subscriptions. The cut in resources is due to the budget shortfall. If the CSU budget is not augmented, the CSU will lose subscriptions to many Library resources.

L. Bernardo shared that the Office of Enrollment Services is ready to work with graduate programs to add the program supplemental admissions applications to Cal State Apply for spring 2019. The application period begins on August 1, 2018. Bernardo will share a deadline by when to inform her office of interest at the next scheduled meeting.

V. Old Business

- A. **Course Time Module Scheduling Policy Review.** The committee is awaiting feedback from the Academic Space Planning Committee and will continue discussion when feedback is provided.
- B. **Second and Dual Degrees and Concentrations Policies.** S. Young shared that the WASC dual degree concern shared at a previous Graduate Council meeting is a non-issue. A. Dorsey shared that the English M.A. program will seek a request to elevate the program's non-compliant EO 1071 concentrations to full degree programs.
- C. **Genetic Counseling APR Self-Study Substitution Review.** The committee welcomed Janey Youngblom, director of the Genetic Counseling M.S. program. A. Dorsey reviewed the feedback and recommendations from the ad hoc Graduate Council Review Committee regarding the Genetic Counseling APR Self-Study Substitution Review. The committee discussed that mostly University of California,

San Francisco (UCSF) faculty and Kaiser Hospital instructors teach in the program. Currently, J. Youngblom is the only teaching faculty from Stanislaus State. At one point, Youngblom shared, a faculty member from Psychology used to teach in the program, but currently there are no additional Stanislaus State faculty available to teach in the program. The self-study substitution report indicated a recommendation to transition the program to UCSF. While it is called “transitioning” in the report, the accrediting board at UCSF has determined they must undergo a full degree program proposal. The committee discussed what the role of continued participation of Stanislaus State might be. Youngblom shared that it is all still under discussion. One discussion is to lead Stanislaus State prepared undergraduate students into the program when transferred to UCSF. The other option is to create a new CSU system-wide genetic counseling program, but Youngblom highlighted that more discussions will need to happen to flesh out these options. Youngblom shared that the modification for the discussions of transitions are because there is no one qualified to take over the program at Stanislaus State and when Youngblom considers retirement there will be no one to lead the program from Stanislaus State. The committee discussed attempts to hire a qualified faculty in the program. The committee discussed the large interest and need of the program but that the CSU requires a flagship medical center to run a system-wide program. The committee reflected on the sadness of the potential loss of such a unique program for the institution. K. Baker motioned, R. Weikart seconded, and the Graduate Council unanimously voted to approve the Graduate Council recommendations regarding the Genetic Counseling APR Self-Study Substitution.

VI. New Business

- A. Graduate Education Action Plan/Progress Chart.** The committee reviewed and commented on the current Graduate Education Action Plan/Progress Chart. Since the Graduate Education Assessment Plan passed in the Academic Senate, the committee is at a point to be able to reflect on what is ahead and what has already been accomplished. The committee discussed potential options for reorganizing the document. There was a suggestion to add a criterion for completion of actions to clearly identify what marks an item complete. The discussion will continue at the next scheduling Graduate Council meeting.
- B. Delivery of Graduate Programs & Growth Optimization.** The committee welcomed H. Caudill and G. Kaul. Caudill reviewed [EO 1099 – Extended Education: Self-Supporting Instructional Courses and Programs](#) and discussed why programs might consider developing self-support graduate programs through University Extended Education (UEE). Caudill shared that it is critical to have a program director to teach in and lead the program. The director pay is negotiated with the college dean and Provost. Administrative support for a UEE program is negotiated and curricular development follows the same processes. UEE can provide financial support to develop a program, and one example of that is the development of the online RN-BSN program. UEE also provides assistance with market research, such as EAB and

the Hannover Marketing Research branch, and advertising. Caudill shared a draft graduate school brochure for consideration. One of the biggest UEE pieces of support to self-support programs is the budget and fiscal management. Enrollment Management is also provided by Enrollment Services, but UEE does not provide any advising. UEE helps with transcript evaluation and recruitment, which varies for each program.

In the December meeting, the Graduate Council reviewed and approved the Child Development M.A. elevation from a concentration to full degree program proposal and members of the committee shared questions regarding UEE and state-side programs. The committee and Caudill discussed supplanting rules and program viability. The committee discussed UEE profit sharing rules and Caudill referred to and reviewed the University approved [Policy for Governing Special Sessions Degree and Academic Certificate Programs Offered Through UEE](#).

The committee discussed the University Strategic Plan, which indicates a goal to increase graduate enrollment to represent 20% growth on stateside. Provost Greer shared that the conversation about the 20% growth stemmed from the fact that graduate enrollment had declined over the last couple of years. The Strategic Plan was designed to be bold and address this decline. Greer continued that the question about programs being offered as self-support versus state-side programs is about balance and about having conversations about programs and their potential. The flexibility of UEE programs is that UEE can support accelerated programs, programs delivered online, and more. Importantly the focus should be on faculty deciding how growth of graduate programs supports the needs of students.

G. Kaul discussed the concern about University enrollment growths and growths of graduate programs at Stanislaus State. The University has never made an attempt to limit graduate enrollment. Kaul shared that she is working on a book about enrollment trends on campus. Kaul shared that in her research for the book she reviewed the proportion of graduate education and total enrollment, including graduate and postbaccalaureate self-support and state-side programs, with six other CSUs:

San Francisco	10%
Monterey Bay	10.8%
San Bernardino	11.1%;
Fresno	12.1%
CSU System-Wide	12.2%
Stanislaus	12.3%
Bakersfield	13%
East Bay	18.5%

This percentage was not reviewed when the Strategic Plan was developed, but the number considered was rather the historical Stanislaus State percentage that was around 20% for graduate and postbaccalaureate enrollment compared to total enrollment.

Kaul also identified that her research found that the Stanislaus State signature graduate programs not offered at other CSUs were Ecology and Sustainability and Genetic Counseling. CSU San Bernardino is the only other CSU offering an EMBA program. Marine Sciences is also program offered at CSUs East Bay, San Francisco, and Monterey Bay.

The committee discussed the book of trends and the 5-year review period. Members wondered why graduate programs were not reviewed over the last 10 years. The committee also wondering with whom the book of trends will be shared. Kaul shared it will be book shared with the campus community – it’s stakeholders. The intent is for the book of trends to help us learn more about our programs. The book seeks to create a common understanding about trends on campus and help us build programs. The committee discussed how the budget cuts during the financial crisis affect the book of trends and that growth enrollment is not the only measure of successful graduate programming. It was discussed that some programs enrollment actually increased during the budget cuts. Kaul reiterated that the goal of the book is to help us identify trends and help us understand our programs better. The committee concluded its discussion.

VII. Other. The next Graduate Council meeting is scheduled Thursday, May 3, 2018 from 2:00 to 4:00 p.m. in the Faculty Development Center (FDC) 118.

VIII. Adjournment. The meeting adjourned at 4:03 p.m.

IX. Action Items

Description:	Assigned To:	Notes:
Programs that have dual concentrations will summarize and share feedback with the Graduate Council.	Program Directors	Completed
Review the Genetic Counseling M.S. Academic Program Review (APR) and develop a draft observation for the Graduate Council APR Review Subcommittee	Genetic Counseling Self-Study Substitution Ad Hoc Review Committee	Completed

Update Graduate Education Action Plan/Progress Chart for further discussion and share any additional feedback regarding revisions.	Shawna Young and Program Directors	
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AD:ss