

California State University, Stanislaus
Graduate Council Meeting Minutes
February 20, 2020

Present: U. Ghuman (chair), A. Mayer (chair-elect), K. Baker, A. Dorsey, M. Tynan, P. Strauss, K. Kidd, C. Martin, M. Tiscareno, B. Sardella, S. Whitehead, A. Mboka, K. Olivant, D. Avalos, R. Rodriguez, J. Tuedio

Guests: L. Bernardo, V. Hernandez, G. Aulak (recording)

- I. **Call to Order.** U. Ghuman called the meeting to order at 2:04 p.m.
- II. **Approval of Agenda.** The agenda of February 20, 2020 was approved as distributed.
- III. **Approval of the Minutes.** The minutes of January 30, 2020 were approved with minor corrections.

- IV. **Information, Announcements, Reports**
 - A. Dean Rodriguez shared the annual State of the Library session. Attendees will be able to enjoy refreshments and hear about library updates and new resources. University Library will present status reports for various library services. Attendees will have the opportunity to ask questions and offer input as the Library prepares to move back into the renovated building in 2021. There will be two sessions in South Dining: Wednesday, March 4: 1-2 pm and Thursday, March 5: 1-2 pm. Dean Rodriguez encourages everyone to attend and invite colleagues. An email with event information will be sent to members.
 - B. Ghuman reported on the Graduate Fair that took place a couple of weeks ago. 30 students attended the fair. Ghuman hopes to get more students every year. Council thanked Virginia Montero Hernandez for putting it together.
 - C. Martin introduced Mia Tiscareno as her proxy in Graduate Council.
 - D. Mayer informed members that she is the co-chair of the Graduate Dean search committee. The committee has their first meeting in which they calendared dates. Interview questions will be discussed in the next meeting. A semi-finalist should be selected by March 20, 2020. Mayer encouraged members to share ideas and concerns with the search committee.
 - E. University Police will be conducting routine evacuation drill at 2:50 p.m. today.

- V. **Old Business**
 - A. **Academic Program Review**
 - i. **English APR.** Ghuman explained the guidelines for Graduate Council Evaluations of Academic Program Reviews for Master's Degree. Ghuman requested three volunteers to be evaluators. Evaluators will review the program to evaluate what the program is doing and how it has grown. Ghuman, Whitehead, and Mboka volunteered to be evaluators for the English APR.

- B. **Specialized Accreditation Substitution.** The Assessment for Student Learning (ASL) subcommittee of University Educational Policies Committee (UEPC) met on Tuesday and approved the Specialized Accreditation Substitution document. Ghuman informed members the Guidelines for Graduate Council Evaluations of Academic Program Reviews for Master's Degree and Doctoral Programs will need to be revised to include this change.
- i. Olivant suggested to add a phrase after the "Format" paragraph in the guidelines document. Council suggested adding "An externally accredited program could utilize the specialized accreditation substitution document. [Hyperlink to Specialized Accreditation Substitution document](#). Access to the full document should be granted to Graduate Council as well".
 - ii. Ghuman will revise the guidelines document and share with members for feedback. The revised Guidelines for Graduate Council Evaluations of Academic Program Reviews for Master's Degree and Doctoral Programs will be discussed and voted upon in the next meeting.
- C. **Fee Waiver Pilot Program for Teaching Associates.** Ghuman took this item to Senate Executive Committee (SEC). SEC requested further clarification. Members shared that they went back to their departments for concerns on this pilot program. The concerns were on the timeline of the pilot program and if all programs would be given a chance to participate. Some programs believe they will never be able to use it. Olivant clarified the pilot program is going to start with Biology Labs. Ghuman stated he was under the impression that all programs would be able to participate. Ghuman will inform SEC that the pilot program is only available to Biology Labs at first. Ghuman will request Provost Greer and Dean Evans to provide more clarification.
- i. Baker informed the council about previous discussions for graduate fellowships, which is different from teaching associates. However, both seem to overlap. Noelia Gonzalez, the Assistant VP for Enrollment Management Financial Aid, was going to review the teaching associates' effect on a student's financial aid. Bernardo suggested to invite Gonzalez for clarification. Olivant suggested inviting Jason Myers, the Associate VP for Faculty Affairs. Ghuman will invite Gonzalez and Myers for the next meeting to discuss differences between fellowship and teaching associate. availability of fee waivers within different classification of student

VI. New Business

- A. **Developing Graduate Writing Support.** Ghuman shared he has not heard back from Provost Greer. Ghuman will email Provost Greer to initiate conversation.
- i. Ghuman shared the old Graduate Research Methods and Writing Proficiency course list. The list is for core courses that every student has to take. It is a good inventory to demonstrate that graduate programs are

assessing writing proficiency. Ghuman requested the council to review the list and email him of any changes for their programs. Baker clarified the list is for MA/MS Interdisciplinary Studies program to inform students on what courses they can take. It does not document writing support. Hernandez added that majority of the courses on the list are research oriented. Hernandez is curious to see how these courses are related to writing and if students can take courses in a different program. Hernandez will contact the instructors of writing related courses for some context on the course before she meets with Provost Greer. Ghuman will share some questions with Hernandez to ask instructors about the courses.

- B. **Student involvement in Graduate Dean Search.** Avalos is requesting to collect student feedback for the Graduate Dean. The student vision and student needs should not be lost when recruiting a Graduate Dean. Avalos researched on services offered to graduate students at CSU Bakersfield. CSU Bakersfield has 11,000 students and only 800 are graduate students. Even though this campus has 10,000 students of which 2,000 are graduate students, there are less services provided. CSU Bakersfield offers more services. They have independent study lounge, more workshops, and more research opportunities for graduate students. Avalos is concerned. She has not received the greatest graduate experience on this campus. Avalos wants Graduate Council to acknowledge this and do something about it. This campus does not have a graduate culture. Similar to other students that Avalos spoke to, she chose this campus because it was most affordable. This campus lacks support for graduate students. The only support available is Center for Excellence in Graduate Education (CEGE) and that too closes at 5 p.m. Most graduate students work during the day so they do not have access to the services offered by CEGE. Avalos is not accusing anyone. She wants something to be done about this issue. There is something substantially wrong if there is no graduate culture here since this campus has a variety of graduate programs. There is a diversity center and a veteran's center. But there is no opportunity for graduate students to gather outside of their classrooms. Other CSUs have a graduate center for graduate students. This campus does not even have a study space for just graduate students. Other students also feel this way. The purpose is to help serve students, but if we are not accomplishing that goal then what is the point of all this. How can we improve on this? Do we need to discuss this with Provost Greer or President Junn? Why are we continuing to let this happen?
- i. Whitehead shared the students for one of her graduate programs at Stockton are angry about the resources available. Stockton students have to pay the same fees as other students but do not receive the same services. Whitehead agrees with Avalos. Advanced Studies Department has been raising this issue for many years but nothing has been done.

- ii. Ghuman has reached out to Career Counseling and Alumni Affairs so many times but never heard back. Ghuman shared his department was recruiting students in Stockton yesterday. Since some leaders were going to present, both Career Counseling and Alumni Affairs wanted to attend with his department. However, both divisions did not acknowledge his department there. There is no support for graduate programs.
- iii. Hernandez shared she is struggling to reconfigure CEGE. There is no concrete data for the past three years to understand what has been working and what has not been working. There is lack of information. Hernandez is relying on faculty volunteers to provide workshops. She held three workshops today but no one showed up. She sends workshop flyers to programs. The workshops are the morning which are not convenient for part-time students. Faculty is not available to teach in the evening time or weekends. Hernandez stated that other departments should be helping with advertisement. Hernandez was unable to get a list of all graduate students to send out the flyers. Communications informed it was not possible for them to send out the flyers. The only option was through 25Live. Hernandez wants to collect times that work for most graduate students. Hernandez suggested having a one-day event with multiple workshops throughout the day. Hernandez requested active involvement from program directors. Kidd suggested programs to survey their students. Whitehead suggested recording the workshops or allowing students to zoom in. Hernandez shared she is competing with faculty that use the classroom in DBH with better technology regularly. Hernandez agrees with Avalos that there is a lack of graduate culture on this campus. Graduate Council and CEGE are the only visible structures on this campus for graduate support. Based on my data, CEGE is not fulfilling the purpose.
- iv. Bernardo will provide the list of all graduate students to Hernandez. Bernardo is happy to help Hernandez with the survey.
- v. Council agreed the survey should be from programs and it should be mentioned in classrooms. Also, research needs to be done on what other CSUs are doing to provide services.
- vi. Hernandez, Kidd, Ghuman, and Avalos are meeting to discuss strategies and survey questions.
- vii. Kidd shared she emails her students once a semester to check in. One of Kidd's students gave her feedback on faculty, impression on campus, courses, and lack of graduate culture. Kidd realized there is no space on this campus for just graduate students to gather. The idea is a different campus feel. The new student center might not be a quiet place for graduate students.
- viii. Baker suggested Avalos should take this issue to the deans and Provost Greer since it will have more impact.

VII. Other (information only). None.

VIII. Tabled Business

A. Academic Program Review

i. Public Administration APR. Deferred.

B. Graduate Education Action Plan. Deferred.

C. Course Time Module Scheduling Policy Review. Deferred.

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

rw:ga