

California State University, Stanislaus  
Graduate Council  
Meeting Minutes  
**October 20, 2011**

Present: K. Baker, R. Brown, D. Colnic, M. Cover, R. Esau (recording), H. Kornuta, C. Martin, P. Nelligan, S. Neufeld, T. Perrello, D. Poole, J. Rhoades, R. Ringstad, R. Weikart, K. White, J. Winfree

Excused: Marine Sciences Representative, Physical Education Representative

Ex-Officio: L. Bernardo, J. Boffman, A. Hor, R. Marino, K. Norman, K. Stone, J. Strong, J. Tuedio

Guests: L. Breshears, S. Young

- I. **Call to Order.** D. Colnic called the meeting to order at 2:00 p.m.
- II. **Approval of Agenda.** The agenda was approved with the addition of item VI. New Business G. Graduate School Dean and H. Confidentiality.
- III. **Approval of Minutes.** The minutes of May 5, 2011, were approved as distributed. The minutes of September 15, 2011, were approved with a correction to item IV. Information and Announcements C. Graduate Education Assessment Consortium – to change the language “has been prepared” to “was submitted.”
- IV. **Information and Announcements.** H. Kornuta announced the WASC Special Visit Schedule. In order to prepare for the special visit, several pre-meetings have been scheduled in order to discuss the Special Visit Research Team Report and Special Visit. There will be a faculty open forum with the Special Visit Team on November 7, 2011. A question was asked concerning the confidential email to the WASC Special Visit Team, if that would be made available to the campus community. H. Kornuta responded that the WASC confidential email address is usually sent to the campus a week to 10 days prior to the visit. The Special Visit Schedule has been approved by the Special Visit Team members and is posted to the campus community via the WASC Special Visit website. There is a faculty open forum scheduled for October 27, 2011, from 9:30-11:30 a.m., in the Faculty Development Center Reference Room. No agenda items other than preparing for the Special Visit. S. Young introduced J. Rhoades as the Associate Students, Inc. representative for the Graduate Council for 2011/12.
- V. **Old Business.**
  - A. **Resolution on Recognition of Dr. Pamela Roe.** Following discussion, the Graduate Council voted unanimously to prepare a certificate of recognition to be signed by all Graduate Council members which will recognize and honor Dr. Pamela Roe for her work and dedication to graduate education in her academic career at CSU Stanislaus.
  - B. **MA/MS Interdisciplinary Studies Director Position Description.** It was reported by J. Winfree that funding for the MA/MS Interdisciplinary Studies Director Position is going to be restored. Part of the process of restoring the funding has been to review the current position description and identify responsibilities that fall to the director and the responsibilities that

are handled by enrollment support. There is clear support from the college deans and the Provost's Advisory Council for the position. Two items were suggested to be added to the position responsibilities: 1. Templates be created and made available to students to show possible programs of study; 2. Increasing enrollment in the program. These two items are still under discussion with the Interdisciplinary Studies Committee. It was suggested that the IS Program remain in the Graduate School as opposed to being assigned to the College of Humanities and Social Sciences, because it is interdisciplinary in nature and the director reports to the AVPAA. The program doesn't offer courses of its own, funding comes from the Provost for the 6 units of assigned time, and the staff support is coming from the Graduate School. IS programs are created across all colleges. Following discussion, a draft position description will be made available at the next scheduled Graduate Council meeting. Discussion to continue.

- C. **Class Cancellation.** As the spring 2012 Schedule of Classes is developed, D. Colnic desired to keep this item on the agenda in case there were concerns regarding class cancellations. Hearing no concerns at this time, this item will be removed from the next agenda.
- D. **Changes to the Graduate School.** D. Colnic continued the discussion concerning the immediate issue of proposed changes to Graduate School staffing, responsibilities, and location. The proposed changes seem to be imbedded in longer term issues, specifically the institutionalization of the Graduate School. J. Strong joined the Graduate Council in order to address questions/concerns that have been raised. J. Strong said it was important to analyze what we currently have, what we would like to have, and what is expected from a centralized Graduate School office. It is unusual to see a Graduate School housed within Enrollment and Student Affairs. The Graduate Council agreed that the Graduate School should be housed within Academic Affairs. J. Strong mentioned that the President expressed an interest in considering a graduate dean with a higher level of research background, possibly merging the Office of Research and Sponsored Programs with that of a graduate dean. When asked if we have a Graduate School, J. Strong answered "yes, we have a Graduate School." When the WASC Educational Effectiveness site visit occurred last year, the Graduate Council was asked where graduate education was heading at CSU Stanislaus. In response, the document "Graduate Council Action Plan for Graduate Education" was prepared. The document was sent to J. Strong following the last meeting of the 2010/11 college year. J. Strong will review the document and share it with the Academic Affairs Council members to discuss how the Graduate School and the role of a graduate dean would connect to the things that have been decentralized to the college deans. The Graduate Council members thanked J. Strong for joining today's meeting.

## VI. New Business

- A. **Graduate School Dean.** Following the earlier discussion with J. Strong and hearing that the President is interested in looking at merging the Office of Research and Sponsored Programs with the Graduate Dean, the Graduate Council asked D. Colnic to draft a resolution to establish a Graduate Dean position and move forward to begin a search. It was mentioned to be cautious in moving forward due to the nature of the current organizational structure in the Office of Research and Sponsored Programs, to be reflective of personnel issues and current staff commitments. The consensus of the Graduate Council members was the idea of adding to the office, not in getting rid of current infrastructure. When asked how this

position fits into the recommendations made for the reorganization of the current colleges, it was shared that conversations did take place regarding a possible graduate dean.

- B. Program Revision: Education Specialist Credential: Mild/Moderate and Moderate/Severe Disabilities (with intern option).** The Graduate Council reviewed the Program Revision for the Education Specialist Credential: Mild/Moderate and Moderate/Severe Disabilities (with intern option) as a first reading item. Based on the new standards issued by the California Commission on Teacher Credentialing (CCTC) in 2009, all Special Education programs were required to revise their programs. The new credentials are “Preliminary” (previously Level I) and “Clear” (previously Level II). Major changes in the 2009 regulations are: 1) a new method of preparation to earn a Clear Education Specialist credential, and 2) preparation programs are no longer required to offer *both* the Preliminary and the Clear Credentials. At this time, the special education faculty at CSU Stanislaus have elected not to develop the Professional Clear Education Specialist credential. The college is required to continue to offer the Professional Level II Credential Program in order to accommodate students who completed the original Level I program. The last date students were admitted to the Level I program was Spring 2011. The CCTC has currently set January 31, 2019 as the date at which teacher candidates in the original program must complete Level II. Discussion will continue at the next scheduled Graduate Council meeting.
- C. Program Revision: Master of Arts in Education, Curriculum and Instruction: Special Education Concentration.** The Graduate Council reviewed the Program Revision for the Master of Arts in Education, Curriculum and Instruction: Special Education concentration as a first reading item. Based on the new standards issued by the California Commission on Teacher Credentialing (CCTC) in 2009, the Education Specialist program was revised. The decision was made to revise the Master of Arts in Education program to include core courses (9 units) required in the Preliminary Education Specialist Credential program. Additional changes are the addition of 6 units, instead of 3 units, of pre-approved 5000-level courses and the option of completing a project, rather than all students completing a thesis. The program revision in the MA in Education meets the University requirements for graduate programs that at least 70% of the units are 5000-level courses. Twenty-one of the 30 units required in the MA program are numbered in the 5000 series. Discussion will continue at the next scheduled Graduate Council meeting.
- D. Program Revision: Master of Social Work.** The Graduate Council reviewed the Program Revision for the Master of Social Work as a first reading item. The program revision is intended to provide additional options for MSW students in regard to their culminating assignment for the MSW degree while maintaining a focus on knowledge and use of research and on evidence-based social work practice. The addition of a comprehensive examination to the culminating assignment options will allow students to develop and demonstrate their mastery of knowledge in a focal area of social work practice and to develop expertise around the interrelationships of theory, policy, and research with direct social work practice. The program revision includes changes to the research sequence and elective units but does not change the overall unit requirement. It was asked if this revision will have an impact on Psychology enrollments. R. Ringstad will consult with the Department of Psychology. Discussion will continue at the next scheduled Graduate Council meeting.

- E. New Option: Master of Social Work, Clinical Social Work – Integrative Behavioral Health in Diverse Settings.** The Graduate Council reviewed the New Option for the Master of Social Work, Clinical Social Work – Integrative Behavioral Health in Diverse Settings as a first reading item. The purpose of the Clinical Social Work option is to prepare social work graduates to specialize in clinical social work practice in health, mental health, and integrated behavioral health settings. All of these areas of practice are facing significant social worker workforce shortages, and most positions require an MSW Degree and a Licensed Clinical Social Work (LCSW) license. The proposed clinical option will prepare students for clinical practice and prepare graduates to pursue the clinical social work license with the California Board of Behavioral Sciences. The LCSW license requires an MSW degree, 2 years post-graduate supervised social work practice, pre-licensing courses, and passing a state licensing examination. Like the current MSW degree, the proposed clinical option will require 60 units, with 12 of those units being field practicum. The required courses will remain the same as in the current program with the exception of a specific required culminating assignment and the choice of electives. It was recommended that Social Work consult with Psychology as there is a possible enrollment impact. Discussion will continue at the next scheduled Graduate Council meeting.
- F. Revisions to the Master’s Thesis/Project, Doctoral Dissertation Preparation Guidelines.** A. Hor presented changes to the Master’s Thesis/Project, Doctoral Dissertation Preparation Guidelines which include an introduction of the bullet listing, the addition of many more bullet points throughout the document based on the questions that students usually ask. The largest change was made to clarifying the format for headings and within the body of the text. She is asking that Graduate Council give it some examination and point out if there is something else that needs clarification. It was mentioned that the verb tense for the listed chapters and the list of common writing problems were missing from the document. A. Hor responded that those will be included in a new document on how to write a thesis. Discussion will continue at the next scheduled Graduate Council meeting.
- G. Proposed Changes to the Thesis/Project/Dissertation Reader Review Process.** Deferred.
- H. Confidentiality.** Deferred.

**VII. Reports.**

- A. CEGE Quarterly Report.** S. Young announced that the CEGE Quarterly Report through July 2011 was posted on the Graduate Council Forum on Blackboard. The next report will be distributed in the next few weeks and made available to the Graduate Council. Some important elements since the last report include the name change to “Center for Excellence in Graduate Education.” The CEGE website was developed over the summer and is now operational. Access to the website is available from the Graduate School webpage or by using the A-Z Directory, under C for “Center for Excellence in Education (CEGE).” CEGE is moving into fiscal year 2 as of October 1, 2011. Discussion ensued regarding Graduate Assistantship funding and evaluation process. S. Young reported that all of the processes in place are based on systemwide and campus policies concerning unit 11 employees. CEGE ensures the campus is in compliance regarding Graduate Assistants, specifically that evaluation criteria for each Graduate Assistant is on file within the first 10 days of employment.

**VIII. Other (information only)**

**A. Quick Comparison of the GRE.** Deferred.

**IX. Adjournment.** The meeting adjourned at 4:10 p.m.

Respectfully submitted,

Randi Esau, Recording Secretary

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