

California State University, Stanislaus  
Graduate Council  
Meeting Minutes  
**April 19, 2012**

Present: R. Brown, D. Colnic, M. Cover, R. Esau (recording), S. Neufeld, T. Perrello, D. Poole, J. Rhoades, R. Ringstad, R. Weikart, K. White

Excused: K. Baker, H. Kornuta, C. Martin, G. Morris, Marine Sciences Representative, Physical Education Representative, J. Winfree

Ex-Officio: A. Hor, R. Kamali, K. Norman, R. Marino, K. Stone, J. Tuedio

Guest: L. Goodwin, E. Littlepage, O. Myhre, S. Young

- I. **Call to Order.** D. Colnic called the meeting to order at 2:02 p.m.
- II. **Approval of Agenda.** The agenda was approved as distributed with a revised title to VI. New Business, item B. State University Grants.
- III. **Approval of Minutes.** The review and approval of the minutes of March 1, 2012, have been deferred until the next scheduled meeting.
- IV. **Information and Announcements.** A. Hor reported that the Library has organized four drop-in sessions for students who need assistance in formatting their final thesis.
- V. **Old Business.**
  - A. **Proposed Changes to the Thesis/Project/Dissertation Reader Review Process.** The Library has been covering the thesis/project/dissertation reader review process for the past 5 years and is no longer able to fund the \$12,000-\$15,000 it takes to hire thesis readers. The Thesis/Dissertation Workgroup reconvened to continue its work on the document "Graduate Thesis/Project/Dissertation Preparation – Responsibilities and Expectations – A Guide." The final document has been presented to the Graduate Council members. Following discussion, it was moved by D. Poole, seconded by R. Brown, and voted unanimously to approve the changes to the reader review process. There will be consultant names on file for students if they would like to hire consultants to assist with thesis/project/dissertation editing. The Library will continue to check the formatting of theses/projects/dissertations, but will not be editing effective fall 2012.
  - B. **Holistic Review of Academic Programs.** D. Colnic shared that the Holistic Academic Program Review Committee has one more formal meeting on April 27, 2012. The focus of this meeting will be to review criteria for determining final recommendations for reductions in Academic Affairs. J. Tuedio has suggested in a previous meeting that it would be wise for the Graduate Council to prepare a statement that would articulate how graduate programs fit in with the mission of the University. M. Cover suggested that the type of data to be included with the statement should include the degree to which graduate students further scholarship and research among our faculty (e.g., conference presentations made, journal articles that were student/faculty teamed, etc.), that wouldn't happen in the same way if graduate programs were to be cut. Most of the Teaching Assistants (TAs) used by faculty

come from the graduate student ranks. These TAs go out into the community colleges and area high schools, enriching the cultural and intellectual life of the region. It was suggested that the list of graduate programs should be placed into two different “bins” for review: 1) the fairly large programs that maintain specialized accreditation status, and 2) the smaller graduate programs that are part of a much larger undergraduate department. There is a sense that the concerns rest mostly with the smaller graduate programs that are housed in much larger undergraduate departments. Another data source that could be included would be the participation data available from the CECE student activities. D. Colnic is requesting assistance in drafting a strong statement in support of graduate education at CSU Stanislaus in order to send it to the Holistic Academic Program Review Committee prior to its last meeting.

- D. **Approval Form for Master’s Thesis and Project Binding.** This agenda item was completed during the previous Graduate Council meeting.
- E. **Strategic Plan for Graduate Education.** D. Colnic and H. Kornuta met to begin discussions on the formulation of a strategic plan for graduate education. The Provost has requested that a strategic plan be created. A strategic plan would identify areas that would benefit all graduate programs. The document would be problem-solving, collegial, and will facilitate the goals for graduate education in order to enhance the notion of a graduate culture on this campus. The next step in the process is a “save the date” on Reading Day, Wednesday, May 16, 2012. There will be a drop-in opportunity to share ideas for formulating a strategic plan. Discussion will continue at the next scheduled Graduate Council meeting.
- E. **Academic Program Review: Master of Social Work.** As part of the Academic Program Review (APR) process, the Graduate Council reviews graduate APRs. R. Ringstad shared that the Academic Program Review for the Master of Social Work is two years old and the program has changed significantly since the report was written. The document is accurate for what was happening in the program at that time. The Implementation Plan will need to be revised as the department is no longer considering development of a Bachelor of Arts in Social Work at this time and the program is no longer being offered in Stockton. The number of cohorts has been reduced and the class sizes have increased. Following discussion, it was moved by R. Weikart, seconded by S. Neufeld, and voted unanimously to approve the Academic Program Review for the Master of Social Work. D. Colnic will prepare a letter of recommendation for program continuance to be sent to the Provost.
- F. **Nomination of Graduate Council Chair-Elect.** D. Colnic announced that T. Perrello has agreed to run as Chair-Elect for Graduate Council for 2012/13.

## VI. New Business

- A. **College Reorganization.** The Ad Hoc Committee on College Reorganization – Phase 2 has submitted its final report and recommendation to reduce the number of colleges to four by eliminating the College of the Arts and the College of Human and Health Sciences, merging the affected departments with the following three colleges: Art, Music, and Theatre with the College of Humanities and Social Sciences; Nursing and Psychology/Child Development with the College of Natural Sciences; and Social Work with the College of Education. The Committee recommends further that the former College of the Arts’ departments be kept intact in a “School of the Arts” within the College of Humanities and Social Sciences.

- Following discussion, it was moved by R. Weikart, seconded by R. Brown, and voted unanimously to approve the recommendations made. D. Colnic will forward the Graduate Council's response to the Senate Executive Committee for Academic Senate consideration, expressing that sufficient planning will need to occur to assure a smooth transition and process for all faculty and staff involved.
- B. State University Grants.** The State University Grant (SUG) program provides need-based awards to cover a portion of State Tuition Fee for eligible undergraduate, graduate, and post baccalaureate students who are residents. The CSU campuses were asked to refrain from making graduate student awards for the 2012-13 academic year due to possible changes to the awarding policy. The Chancellor has since decided not to cut SUGs for graduate students for 2012-13. D. Colnic drafted a Resolution in Opposition to Cut State University Grants for Graduate Students. Part of the rationale in support of the resolution is that CSU graduate students pay one third of their tuition and fees to the SUG program; if SUG is unavailable to graduate students, it is unfair to graduate students because they pay into the tuition discount pool and would receive no benefit. Following discussion, it was moved by J. Rhoades, seconded by S. Neufeld, and voted unanimously to approve the Resolution in Opposition to Cut State University Grants for Graduate Students. D. Colnic will forward the resolution to the Senate Executive Committee for Academic Senate consideration.
- C. Statement on Centrality of Graduate Education to University Mission.** This item is no longer active and will be incorporated into the statement being drafted for the Holistic Review of Academic Programs in support of graduate education.
- D. Assessment Update (Title V Grant) / Update on Academic Program Review Process.** O. Myhre and E. Littlepage joined the Graduate Council to bring an update on the assessment activity portion of the Title V Grant. There has been a working group dedicated to updating the Graduate Assessment Plan that was developed in 2009. The latest iteration has been distributed to the Graduate Council members. It includes the most recent WASC requirements and combines existing documents into one all-inclusive document. The Principles of Assessment of Student Learning, the Academic Program Review requirements, a tutorial/handbook for how to assess student learning based on student learning outcomes approved by the University are just a few examples of the inclusiveness of the revised Graduate Assessment Plan now titled "Institutional Plan for the Assessment of Graduate Programs." The working group has completed its task and is asking the Graduate Council to review the document in detail and begin the process for institutionalizing this document. One of the questions the working group had is whether the original Graduate Assessment Plan is considered policy or procedural guidelines. Following discussion, it was moved by K. Stone, seconded by M. Cover, and voted unanimously to create a subcommittee to review the Institutional Plan for the Assessment of Graduate Programs during spring 2012, determine if it is policy or procedural in nature, communicate with graduate program faculty regarding the document in order to collect feedback and report back to the Graduate Council at its first meeting of the fall 2012 semester. D. Colnic, M. Cover, J. Rhoades, and D. Poole (spring 2012 only) volunteered to serve on the subcommittee.
- E.** Littlepage shared information regarding the reorganization of the Academic Program Review procedures. There is a powerpoint presentation available on Blackboard for the Graduate Council. This presentation has been shared with the University Educational

- Policies Committee and is currently being shared with the College Deans and Department Chairs. There are several programs piloting new technology, TaskStream, which will streamline and link together the Academic Program Review process and annual assessment reporting based on the Implementation Plans which are a direct result of the APR self-study. The Graduate Council thanked O. Myhre and E. Littlepage for providing these important updates.
- E. New Certificate: Autism Spectrum Disorders.** The Department of Psychology has requested consultation on this proposed new certificate in Autism Spectrum Disorders. D. Poole shared that this proposed certificate will be offered through University Extended Education to community people who are not educators. The courses would be offered audit-only. Students who audit a course are not required in any way to fulfill any of the course requirements except for attending 80% of the class periods. Students may participate in class activities or take examinations with instructor's consent. Audited courses do not count toward a degree. Discussion will continue at the next scheduled Graduate Council meeting.
- F. New Certificate: Added Authorization in Autism Spectrum Disorders.** The Department of Psychology has requested consultation on this proposed new certificate in Added Authorization in Autism Spectrum Disorders. This certificate requires that students possess a teaching credential. The proposal didn't indicate that the certificate would be offered through University Extended Education only. Discussion will continue at the next scheduled Graduate Council meeting.
- G. New Concentration: Master of Science in Nursing, Nursing Administration.** L. Goodwin joined the Graduate Council to present the new concentration proposal for the Master of Science in Nursing, Nursing Administration as a first reading item. The primary purpose of the proposed Master of Science in Nursing concentration in Nursing Administration is to develop skilled professionals able to assume positions of leadership, which contribute to the health, education, and social structure of the community, state, and nation. It will prepare nurses for administrative roles in community agencies, health care facilities, health departments, and schools of nursing. The concentration would provide registered nurses with advanced knowledge central to organization, management, leadership, health care policy, and economics. The Graduate Council questioned how this concentration differs from the other concentrations offered in the program, Nursing Education and Gerontological Nursing, and how the School of Nursing will ensure there are enough students to justify the addition of a third concentration. R. Marino indicated that there is potential to strengthen the graduate nursing program with the addition of this new concentration. Following discussion, the Graduate Council requests additional information regarding the costs of the program, the size of the classes, and how this proposed concentration fits in with the other concentrations, specifically addressing the overall vision for the Master of Science in Nursing program and how it will affect resource allocations. Discussion will continue at the next scheduled Graduate Council meeting.

**VII. Reports.** None to report.

**VIII. Other (information only).** The next Graduate Council meeting is scheduled for Thursday, May 3, 2012, from 2:00-4:00 p.m., in the Lakeside Conference Room.

**IX. Adjournment.** The meeting adjourned at 4:03 p.m.

Respectfully submitted,

Randi Esau, Recording Secretary

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