



GRADUATE COUNCIL

Minutes of Meeting Held November 15, 2018

<i>Present:</i>	Dean Sridhar, Associate Dean Schultheiss, Professors Deng, Hansman, Sun, Matcham, Ekelman, Quinn, Hatch, Krebs, Kumar, Library representative Diane Kolosionek
<i>Absent/Excused:</i>	Professors Arndt, Pourdavood, Richter, Kothapalli, Falk, Tayyara, Kosteads, Shukla, Registrar Kevin Neal, Graduate Student representative Rene Kizys
<i>Guests:</i>	Professors Neda Zawahri (MAGI-Political Science), Maureen Mitchell (Nursing), Heather Russell (Music), Suzanne Giuffre (Physical Therapy-Health Sciences), Brian Yusko (Associate Dean-Education)

Dr. Sridhar called the meeting to order at 1:05 p.m.

1. Approve Agenda – The Agenda was **approved** with one revision. The Nursing/Business Administration proposal was moved up in the order to accommodate Dr. Mitchell.

2. Approve minutes – October 10, 2018

❖ **A motion was made, seconded and the minutes were approved as written.**

3. New Business

❖ Curriculum proposals

- i. Nursing/Business Administration, MSN/MBA revisions
 - Changes to the curriculum being made are for accreditation purposes
 - The total credits have increased for the MSN portion by one credit, now 26
 - Some required coursework in the MSN portion has been changed
 - **A motion was made to approve the proposal, which was seconded and passed.**
- ii. M.S. in Urban Studies – revisions to the core and revisions to the specializations
 - These revisions are similar to those made in the other Urban programs previously
 - Changes in the core involve a one credit reduction (*20 to 19*) because of a course credit change (UST 603, *4 to 3*)
 - In the specializations, another course has been reduced (UST 550, *4 to 3*) so total credits for specializations are either 19 or 20
 - Elective course choices are no longer listed, but a statement saying, “under director approval” will accommodate semester to semester offerings
 - A statement of purpose and resume are now an admissions requirement
 - a. Dr. Sridhar added a caution to this requirement for the future. If applications would greatly increase, this addition could become unwieldy for the department.
 - **A motion was made to approve the two proposals—changes to the core and changes to the specializations. Both were seconded and approved, unanimously.**
- iii. 4+1 MAGI agreement with Turkey
 - This is an agreement to allow students from Altinbas University, Turkey, to participate in the 4+1 MAGI program at CSU. Student will take some graduate courses in their senior year in Turkey, completing the BA in Turkey. Students will then transfer to CSU for the

remainder of the graduate courses for one year or one year plus a summer semester (to allow for flexibility).

- This is not a new program, the courses at CSU are existing.
- A question was asked that if there was a large increase in enrollment, could the department accommodate the students? It was shared that there is already an approval for a new faculty position and additional requests would be made should the program grow in the coming years.
- Students pay international tuition and are self-funded. During the first year the Graduate College is investing \$3,000/per student as an incentive for growth.
- **A motion was made to approve the proposal, which was seconded and passed.**

iv. M.A. in Music Therapy

- This is a proposal for a new graduate program of 36 credits. This degree is being considered by the professional organizations as the entry level licensure program for the profession.
- While projections are for approximately five students in this new degree initially, there is a need for additional faculty in this field.
- There are currently plans for an on-campus clinic to help with practicum courses
- Questions included asking about internship placements and submitting publications
- **A motion was made to approve the proposal, which was seconded and passed.**

v. Doctor of Physical Therapy – admissions revisions

- The admission changes include:
 - a. an increase in GPA *from 3.0 to 3.2*,
 - b. remove three pre-requisite courses from the requirement,
 - c. add Anatomy & Physiology 1 and 2 as pre-requisites,
 - d. require all pre-req courses to be within the last six years,
 - e. only two “Cs” are allowed for pre-req courses, and
 - f. a pre-req of Physiology with a lab can be substituted with Anatomy & Physiology 1 and 2 AND Exercise Physiology with a lab
 - g. at the time of application, five pre-req courses need to be completed with a recorded grade
- A question was raised concerning taking more students since applications are high (not enough external clinical placements are the issue).
- **A motion was made to approve the proposal, which was seconded and passed.**

vi. M.Ed. catalog page modifications

- Dr. Yusko explained, basically for informational purposes, that the layout of the M.Ed. catalog pages will be changing. This is to clarify the listings of the Education M.Ed. degrees and licensure. There are no changes to any specialization.
- This will allow for more flexibility within a Curriculum & Instruction individualized degree that may be more closely aligned with their profession or with a school district request. This can also allow for those working on endorsements and possibly not completing a degree.
- No vote of approval is required; this information is for notification only.

vii. Ph.D. in Urban Education

- This revision is to revise the way candidacy is defined in the Urban Education Ph.D. program. It has previously been defined as when candidates passed their comprehensive exams. It will now be defined as when the student defends the prospectus. The second part of this change is that students will be required to begin the prospectus development no later than the third year.
- These changes are linked to the faculty working with the students and conditions of the AAUP contract related to banking of credits. Dr. Sridhar mentioned a related discussion at CCGS concerning full-time status for those students and their candidacy.

- It was felt that the faculty contract should not be considered as a relatable rationale for a curricular revision. Council recommended that the proposal be returned for the rationale to be revised and any reference to the AAUP contract be removed.
- **A motion was made to approve the proposal conditionally. It will be returned to revise the rationale, remove the reference to the AAUP contract and return the proposal to our step at which it will be approved if the revision has been made. The motion was seconded and approved.**
- viii. Elementary/Secondary Education (Advanced & Applied Teacher) – revisions
 - This is an existing specialization in the M.Ed. degree
 - The change is to replace ETE 565-4 credits (no longer offered) with ETE 570 (3 credits), which has already been done in other programs.
 - **A motion was made to approve the program revision, which was seconded and approved.**
- ix. Literacy Development & Instruction (Bilingual Education endorsement) – make dormant
 - This endorsement has several tracks, including the Bilingual Education, specific to Spanish.
 - This endorsement was part of a grant that has ended and not seen additional enrollment.
 - The proposal is to make the endorsement dormant, along with the related courses.
 - **A motion was made to approve the proposal, which was seconded and approved.**
- x. List of courses in Curriculog
 - The list of courses was reviewed in the Graduate College with no issues.
 - **A motion was made to approve the courses presented in Curriculog, which was seconded and passed unanimously.**

4. Graduate Council Representation & Standing Committees – Available reports

- a. Faculty Senate
 - The Graduate By-Laws change to include a voting student representative was approved.
- b. University Admissions & Standards
 - Several undergraduate issues were reviewed
- c. University Curriculum Committee – no report
- d. Graduate Faculty Review Committee
 - The list of Fall 18 applications were presented for approval. **A motion was made to approve the Committee's recommendations for the Fall 18 graduate faculty renewals, which was seconded and passed unanimously.**
 - Dr. Schultheiss then presented a draft of an application form the Committee has worked on to request the relevant information from faculty applicants. The form will streamline the information presented and will be consistent for all those submitted. The CV will still be requested. This will greatly facilitate the Committee's work.
 - This is presented as informational and feedback requested.
- e. Petitions Committee – 11 petitions have been reviewed in the last month
- f. Grade Dispute Committee
 - The Committee reviewed one grade dispute which was then sent to the University Admissions & Standards Committee, to ensure due process.
- g. Program Review Committee
 - There are five programs under review this year. Committee member names have been submitted to the Strategic Planning Department, who will be notified once the review meetings begin.
- h. University Research Council – Dr. Deng shared the following information:
 - There is a section of the Research Office web site that has a faculty member database that will show research expertise, and will then link directly to their Faculty Profile
 - In the meeting there was a discussion of what are the top priorities for research

i. Graduate Student Awards Committee

- The Committee members are reviewing the applications, with the goal of completion the first week of December to notify student winners.

5. Informational

- ❖ Dr. Ekelman and Dr. Kumar worked on a document concerning the recent CSU policy of accepting C-grades from undergraduate transfer students and counting them as a C. The document discussed the implications for graduate programs and graduate students.
 - i. Discussion topics included: treating transfer students and CSU student same/differently, how is the GPA calculated (1.7 or 2.0), not making transfer students re-take the course, how to guide graduate programs so that the policy is followed.
 - ii. Dr. Sridhar will write a guidance memo to program directors about this issue and how it could impact advising incoming graduate students who may have transfer credits.
- ❖ Dr. Sridhar shared information about the Graduate & Professional Student Association
 - i. This is now a university-recognized organization with a budget and access to General Fee funds
 - ii. The GPSA is becoming more organized and hosting several events for graduate students (pot lucks, Trivia Nights, etc.) Please inform and encourage your graduate students to attend.
 - iii. If students are interested in conferences/travel, the Graduate College has a program of funding 1/3 of the expenses if the department and college also provide 1/3 of the cost.

6. Items for Future Discussion

- ❖ Dr. Sridhar spoke briefly about cross-listed courses and some of the issues involved with 4+1 programs. He suggested Council members check their programs for issues and will follow up at the next meeting with more discussion.

7. Next Meeting: Monday, December 10th @ 10:00 a.m. in PH 103

8. Adjournment: The meeting adjourned at 3:00 p.m.