

**2014-15 FACULTY SENATE
GRADUATES STUDIES POLICIES COMMITTEE
MINUTES**

March 3, 2015

Approved March 17, 2015

Members Present: Adan, Cowan, Heather (Chair), Hembree, Kaplan, May, Miller, Palaspas, Reddick, Wassmer

Members Absent: Hamilton (sabbatical), Newsome, Sprott

1. **Call to order:** Called to order at approximately 8:30 a.m.
2. **Minutes of 2-3-15 and 2-17-15:** Approved.
3. Information Items
 - a. Report from Chair
 - A CNU Bachelor of Science in Health Sciences will be moving into the third floor of Folsom Hall.
 - A revised excused absences policy will receive its second reading on March 12th.
 - CPC will be looking at the campus's elearning policy, with particular focus on the approval process for courses and programs with a significant elearning component. GSPC members asked Chair Heather to check whether existing programs and courses will be grandfathered in and to ask for GSPC to review the policy before it is forwarded to the Senate.
 - b. Report from Graduate Dean

Not present.
 - c. Report from Statewide Senate

ASCSU's Academic Affairs Committee is discussing changes to Title V for Masters degrees, with a particular focus on changes to paired courses, but has been told by the Assistant Vice-Chancellor that no changes will happen this year.
4. Discussion Items
 - a. Old Business: Road Map for Graduate Culture

Heather reported on feedback to the draft from Graduate Coordinators, which was generally supportive. A common clarification question was regarding the extent to which programs needed to follow the format of the examples provided.

Heather also noted that the university and program level guidelines felt like very different documents and that the committee might consider separating them. Members felt that the "guidelines" might better be called "commitments" or "expectations"; that the explanations for the university-level commitments

needed to be revised to emphasize a university role in implementing the commitments; and that the document should highlight issues rather than proposing solutions (e.g. for program review). Heather, Hembree, and Cowan formed a working group to revise the document, .

b. Old Business: GVAR

Members discussed the new draft developed after the 2-17-15 meeting. Themes that emerged include:

- the GVAR policy should not focus on admissions requirements.
- requirements for GVI courses should be revised to make them more general; this may also require changes to the approval process.
- departments will need to articulate how their curriculum prepares students to meet standards for graduate writing, and how such standards will be assessed.
- there should be an oversight process to ensure consistency and quality across programs; one option might be through the program review process.

As a result of this discussion, the committee identified four tasks that needed to be completed: revising the requirements for GVI courses; examining rubrics; establishing requirements for department-level articulation of writing in curricula; and deciding between the two versions of the proposed policy. Members decided to create broad goals/a rubric first and asked Heather to generate an initial draft.

c. Other Business

Miller raised a concern about the process for approving thesis readers who are not faculty in the department which houses a student's graduate program. GSPC agreed to review existing policy about thesis and project readers at a future date.

Adjourn: Meeting was adjourned at approximately 10:20 a.m.

Julian Heather, Chair, GSPC