MINUTES OF THE GRADUATE COMMITTEE

CALIFORNIA STATE UNIVERSITY, FRESNO

5241 N. Maple, M/S TA43

Fresno, California 93740-8027

Office of the Academic Senate Ext. 8-2743

October 2, 2018

Members Present: M. Wilson (Chair), J. Marshall, K. Capehart, M. Lopez, N. Mahalik, D. Walker, N. Wang, S. Church, S. Tracz

Members Excused:

Guests: Heather Horsley, Julie Olson-Buchanan, Laura Alamillo

Chair Wilson called the meeting to order at 2:00 p.m. in TA 117

1. Minutes: MSC to approve the Minutes of September 25, 2018
2. Agenda: MSC to approve the agenda
3. Communications and Announcements:
	1. Dean Marshall – Dean Marshall is meeting engineering next week to discuss about the elevation of two of their options to MS in Electrical Engineering and MS in Mechanical Engineering.
	2. Chair Wilson – ABA Psych Elevation is scheduled for discussion in the next week (10/9/2018). ABA Psych Elevation team visit is on 10/16/2018.
4. Meeting with team for Elevation of Early Education Option: 2:15 pm

Program coordinator Heather Horsley and Kremen School of Education & Human Development college administrators Julie Olson-Buchanan and Laura Alamillo attended the meeting. Chair Wilson requested the coordinator to recapitulate the elevation proposal. Coordinator Heather Horsley summarized the elevation proposal before the committee.

*Summary:*

The department has been offering MA degree in Education with an option in Early Childhood Education. Because of the demand, accreditation, enrollment possibilities in the region and beyond, and the other factors that are highlighted in the proposal (engage in community partnership, equitable professional learning, high-quality early childhood care, etc.), the department wants to elevate the option to a stand-alone program. We have followed the procedure while developing this elevation proposal. Heather Horsley has been serving as the coordinator since January 2018. With the support of graduate faculty group, the faculty had discussed with the Dean of Division of Research and Graduate Studies who provided the guidelines and procedure to be followed for the intended elevation proposal. Dean Marshall had highlighted CSU-System wide processes and thus they were motivated. After the proposal was developed, the department/faculty carefully reviewed it through senior faculty (Dr. Tracz) and graduate faculty group. Almost all faculty members voted in favor of the elevation proposal. The proposal was then presented at Graduate Curriculum sub-Committee, and now it is with the Grad Committee. Per Heather Horsley, it would be the only MS program in the state of California that has been accredited. In light of online course development, member Lopez reminded the team about the recent developments (from Dr. Nef). The Center of Faculty Excellence is reviewing the status of online courses, trainees, and offerings. Dr. Lopez suggested to review Dr. Nef’s recent email.

*Questions:*

The members then asked the team to clarify some of the points the committee has listed: (i) clarification on Goal#2 and Goal#3 – what is the main difference between G2 and G3? (Lopez), (ii) supervised filed experience – who supervises the students and how does it work? (Walker), (iii) Program flexibility – whether the flexibility lies with non-cohort offering? (Mahalik), (iv) teach-out policy – what would be the designation of the degree during transition? (Capehart), (v) enrolment and recruitment plan – how would it meet the goal? (Church).

*Responses:*

*(i) Clarification on Goal#2 and Goal#3:* Although the Goals appear similar with regard to the aspects of culture, one is teacher focused and other is student (children) focused. We will check with the accreditation body and rephrase the wording. Dean Marshall suggested to differentiate them by focusing one on *culture* and the other on *diverse learner*. The wordings in the Goals can be changed through graduate faculty group.

*(ii) Supervised filed experience:* Page 7/8 in the proposal was referred. We have a rubric, and we strictly follow the guidelines set by the accreditation body. Table in page 7 in the proposal shows that LEE241 is used for this purpose. On field experience, students finally prepare a portfolio project at the end. They are supervised by the faculty, not by the field personnel. Students gather data and information pertaining to their field of study, objective, and goal. Part of the data collection include systematic observation of toddlers and pre-school kids as per the guidelines.

*(iii) Program flexibility:* Heather Horsley clarified that the program does not run in cohort. The course offering sequence towards the students is flexible. That is, it is a non-cohort-based program. The proposal needs to clearly mention where the flexibility lies. Currently, it is lacking.

*(iv) Teach-out policy:* We will change the wordings to reflect it appropriately.

*(v) Enrolment and recruitment plan (Church):* We are planning to develop online/hybrid courses depending on the curriculum. Currently, 16 new students have enrolled; another 12 students are being advised; our goal is 20/year. We have been meeting our enrollment target through local recruitment efforts. We are able to adapt the transition according to student needs. The next recruitment plan will include social media.

*Suggestions and recommendation:*

The committee was satisfied with the responses. Members requested the team to incorporate the suggestions (G#2 vs. G#3; non-cohort, teach-out policy) and send the revised version of the proposal to Chair Wilson. Chair Wilson will make sure that the suggestions are incorporated and forward the copy to the members. Dean Marshall suggested the coordinator to fill out the WASC Form and send it to Dr. Nef for review for onward transmission to WASC for approval. This requirement is included into the process this year. Chancellor’s office does not review the proposal unless WASC Form is included with the recommendation.

The committee approved (MSC) the proposal subject to the receipt of revised version incorporated all the suggestions mentioned above.

1. Discussion of proposal for Multimodal Theses and Dissertations

Earlier, the committee had scheduled for a presentation about the proposal for multimodal repository system. Charles Radke from Division of Research and Graduate Studies and Matt Doyle from library had presented the multimodal trend in academia. The committee showed interest and requested the Division to develop a draft policy.

The committee discussed the “Draft Policy” for multimodal theses and dissertation, 9/26/2018 received from Division of Research and Graduate Studies. The following were discussed.

* Whether the proposed policy/guidelines can be considered as a policy or simply a guidelines/procedure. Dean Marshall will follow up and check with Charles Radke.
* Whether Projects can be included under this policy/guidelines. Chair Wilson suggested to open it up to the Department/Discipline. Dean Marshall reminded that at Fresno State only the theses follow the specific format, unlike the projects. Currently, we are focusing for thesis and dissertations.
1. Meeting adjourned at 2:52 pm (MSC to adjourn)

The next scheduled meeting of the University Graduate Committee is Tuesday, October 9, 2018 at 2:00 p.m. in TA 117.

Agenda:

1.     Approval of the August 28, 2018 minutes

2.     Approval of the Agenda

3.     Communications and Announcements

4. ABA Psychology Elevation Discussion