Minutes of the Graduate Programs Subcommittee
January 28, 2014
LI 2250
12:00 pm – 1:50 pm

Absent: Cathy Inouye, Peter Marsh.

The Chair called the meeting to order at 12:13.

1. Approval of the agenda. (M Eudey/S Rao/P)

2. Approval of the minutes. (M Rao/S Eudey/P)

3. Action items
   a. Request for revision of Master’s Residency Requirement. (M Lee/S Rao/P). There was discussion about rounding, resulting in a comment “Note: The number transferable non-resident units allowed for each program will be rounded to the nearest whole number of units.”
   b. Request for modification on Master’s degree requirements to include minimum GPA requirement. (M Lee/S Eudey/P) There was concern about the clause “courses C- or below must be repeated” if the course isn’t offered for 2 years. Note that this item and item a both discuss the same section of the Catalog. If both pass Senate and are approved by the President, both changes should occur.
   c. Request for revision of Master’s program probation and disqualification policies. This document was removed from the agenda since it passed last time and is already under consideration by CIC.

4. Discussion Items:
   a. Requirements for University Thesis Committee. There were some questions about whether persons outside the department (or even perhaps college) serve on committees and how often that happens. The sense of the subcommittee was that the thesis committee chair should be tenure-track/tenured (part of this is to largely ensure that the chair is stable and will persist through the duration of the thesis project). Minimum committee size would be “2-3, depending on department”. The third member could be part-time or outside, provided the department believes the individual will be available for the duration of the thesis project and certifies the individual has appropriate knowledge. The specific language might use San Diego State as a model. This item will be on the next agenda for more finalized approval to move forward to the committee.
Item 4 d was considered next, as a time-certain.

b. Continuous Enrollment Policy

c. Potential changes in Title V regarding percentage of graduate courses/dual-listed courses.

d. Quarter to Semester Conversion (Eileen Barrett and Lindsay McCrea, 1:00 PM time certain). The Directors discussed the Semester Conversion Steering Committee (its membership and purpose). They encouraged graduate programs to begin consideration of conversion now. There will be money for assigned time to work on conversion. The Steering Committee is developing a “pledge” to the students. The Directors indicated that the programs should be “cost-neutral” (meaning that 45-quarter-unit programs should result in a 30-semester-unit program; i.e., a 1.5 quarter-unit to 1 semester-unit ratio).

   i. CSULA handout
   ii. CPP handout

e. Interdisciplinary Studies Master's Degrees

5. Adjournment (M Eudey/S Lee/P).

The meeting was adjourned at 1:56.

Respectfully submitted,
Mitchell Watnik, subcommittee secretary