Minutes of the Graduate Programs Subcommittee  
February 25, 2015  
SA 4600A  
1:00 pm – 2:50 pm  

Present: Lynn Eudey, Joanna Lee, Eve Lynch, Peter Marsh, Karen Mucci, Mitchell Watnik, Donna Wiley  
Absent: Cathy Inouye, Asha Rao, Linda Smetana.  

The Chair called the meeting to order at 1:06.  

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

2. Approval of the minutes. (M Watnik/S Eudey/P). Year was changed to 2015 from 2014.  

3. Action items  
   a. Continuous Enrollment Policy. (M Lee/S Eudey/). Wiley noted that there were questions regarding implementation for which she plans to consult with her counterparts system-wide. Smetana asked about whether emergency leaves could be accommodated. Watnik noted that leaves of absence could be documented on the grad check (this might need to be added), though Wiley said that this might be better to have the evaluator question the continuity and get the advisor to then point out the leave. (M Watnik/S Lee/P) Substitute motion to postpone the document until the April meeting to give Wiley time to discuss with her counterparts.  
   b. Thesis Committee Requirements Policy. (M Eudey/S Lynch/P). Watnik requested that 1f have “(committee chair)” be placed after “major professor” and the subcommittee approved by unanimous consent. Watnik also 3c and 3d have “Graduate Coordinator” capitalized. Lynch noted that the paragraph following 3d be indented to emphasize that it is still part of section 3. These were also approved by consent.  

4. Discussion Items:  
   a. Academic Probation issue. Proposal was sent back to CIC from ExCom so that literal sections from Title 5 could be cited. Wiley provided the section numbers and Watnik indicated that he expects CIC to return the document to ExCom.  
   b. Quarter to Semester discussions.  
      i. CSU Definitions of Graduate Level Instruction. There was informal consensus that this information could be distributed to faculty for consideration regarding conversion to semesters. Wiley will have a staff member produce a more readable copy to the “EPR” document.
ii. Wiley reminded the subcommittee of the Pomona and CSULA policies for program development for consideration of Q2S issues. The subcommittee will take this up at a future meeting.

5. Adjournment (M Eudey/S Lee/P). The subcommittee will probably meet again on April 8.
   The meeting was adjourned at 2:00 PM.

Respectfully submitted,
Mitchell Watnik, subcommittee secretary