Minutes of the Graduate Programs Subcommittee
February 25, 2016
SF 329
12:00 pm – 1:50 pm

Present: Lynn Eudey, Cathy Inouye, Joanna Lee, Karen Mucci, Linda Smetana, Mitchell Watnik, Donna Wiley (Chair), Ke Zou.
Absent: Asha Rao, Holly Vugia.
Guests: Anne Kotchevar, Don Wolitzer.

The Chair called the meeting to order at 12:04.

1. Approval of the agenda. (M Watnik/S Smetana/P). The subcommittee voted to make Chemistry's programs item 4a to accommodate Anne Kotchevar.
2. Approval of minutes from January 28, 2016 and Feb. 11. (M Eudey / S Smetana/P). Rao attended the 2/11 meeting and should be moved to those present.
3. Reports.
   a. Semester Conversion Report. Wiley noted that GE passed the Senate. The GE process is being developed. The second comp course proposal is coming through CIC. The time module proposals are going to various Senate committees and other groups. The registration calendar modifications have been approved and will take effect beginning this summer.
4. Action items
   a. M.S. Chemistry (and Biochemistry concentration) program modification. Anne Kotchevar explained the transformation that Chemistry and Biochemistry undertook in their move to semesters. There may be a thesis or a capstone including a literature review. The program states advancement to candidacy may occur after 8 units. That was based on the quarter system language, but the minimum number of units policy has not been approved yet. Wiley noted that this can be corrected within APGS once the policy is approved. There was discussion about the “non-option” (“non-concentration”) part of the degree. The entry in Curriculog has them completely separated, when they have a common set of core requirements. There were suggestions on how to merge them, but it was noted that these were non-substantive and subcommittee members expressed an inclination to approve with the understanding that the formatting would be changed to make it more consistent. The program mandates 60% of graduate-level courses. Since the program requires a bachelor’s in chemistry for admission, there are no specific course prerequisites for admission. (M Eudey/S Smetana/unanimous P) to approve with the understanding that there may be formatting and other non-substantive changes to the program.
b. (Item 4c was considered first) Zou noted that some changes were sent to the Wiley by the Department Chair (Sarah Nielsen). It was suggested that PLO 5 might also align with the Diversity ILO. However, this is not an issue that would inhibit the subcommittee’s work. The capstone course was added in Curriculog. The sentence regarding the prerequisites and conditional admission will be dealt with by APGS and the Department. (M Watnik/S Eudey/P) to recommend approval of elevation of TESOL from option to stand-alone degree program. (M Eudey/S Smetana/unanimous P) to approve MA TESOL, with the understanding that formatting changes may occur.

c. MS Mathematics (M Eudey/S Smetana/unanimous P) to approve, with the understanding there may be non-substantive formatting changes, and the additional third learning outcome. Wolitzer has a long history at Hayward. The Department is moving to a more coherent program that combines application and theory, without options. There is a capstone, not a thesis path. Wiley had noted that there were only two program learning outcomes. Wolitzer said that the third PLO would be “communicate graduate-level mathematics effectively.” The curriculum map would drop collaboration and add communication. There was a question about the transitional students—moving from 4 unit quarter courses to 4 unit semester courses. The Department does not have any course equivalencies, but are aware that individualized advising will be done for and with the students. There were comments about “B” being equivalent to 3.0 and subcommittee members indicated a preference for including 3.0 explicitly.

It was noted that the programs in item 4 passed unanimously and therefore do not need explicit CIC or Senate approval.

5. Discussion Items:
   a. Revision of Master’s Program Information section of the University Catalog. Postponed until next meeting.
   b. Meeting schedule for Spring quarter. Wiley noted the meeting schedule for next quarter.

6. Adjournment. (M Smetana/S Inouye/P) The meeting was adjourned 1:42.

Respectfully submitted,
Mitchell Watnik, subcommittee secretary