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

Present: Lynn Eudey, Cathy Inouye, Joanna Lee, Karen Mucci, Linda Smetana, Holly Vugia, Mitchell Watnik, Donna Wiley (Chair).
Absent: Asha Rao, Ke Zou.
Guests: Toni Fogarty (by phone), Don Gailey, Jean Moran, Jason Singley, Luther Strayer, Sarah Taylor.

The Chair called the meeting to order at 12:02.

1. Approval of the agenda. (M Smetana/S Eudey/P).
2. Action Items (See Curriculog for all program modification proposals)
   a. Master of Social Work. (M Eudey/S Smetana/P unanimous to approve with the understanding that there may be editorial changes). Taylor described the program. One of the main changes was to have a hybrid program (2.5 hours lecture, plus societal activities that students will have to report on to make for 4 unit courses), which allows more fieldwork. Structurally, there is not much change since the program is accredited. The program has a required course that will satisfy UWSR. Some training will be embedded in a required course. This will help graduates get social work license. The program is two years full-time, three years part-time. There are some more units because of rounding to 4 unit courses. Note that the 4 units are justified due to combining of some quarter courses. The Chair suggested that the capstone be clarified to conform to CSU rules, but this seems to be editorial. The campus hybrid rules have each hybrid course count as 50% (even though most courses are less than 50% “online”). Nonetheless, the program might count as hybrid and the department made the appropriate hybrid application. Department was commended for clarity. There were comments about high number of units. Taylor noted that much of this is field placements with 16 hours/week first year and many more hours second year. SFSU and SJSU has 60 / 62 units for their programs. Professional responsibility of graduates is “enormous”, as the social worker may be making recommendations for taking children out of a home, etc. The program suspended admissions for part-time program, based out of Oakland, for a couple of years leading up to conversion. The part-time program will resume after conversion, but it takes a good deal of effort for accreditation. Program's definition of full-time is higher than University's.
b. M.S. in Environmental Geosciences – time certain 12:30 (M Eudey/S Smetana/P to table the proposal pending the curriculum map and changes to seminar as indicated below). The proposal includes a name change from “Geology” to “Environmental Geosciences” to emphasize more surface curriculum, as opposed to Earth’s core, etc., due to this being where the graduates go. There will be a field course, which will be offered regularly. There was a question about the small core and particularly assessment. Moran explained a subset of the electives would cover each program learning outcomes and could be structured in a way to cover all the outcomes. She added that assessment would likely occur in the capstone. Singley noted that, since the program is small, the offerings would be scheduled to be mindful that all students would have to have the outcomes addressed. There were questions about whether a student could take electives over 3 or 4 years in such a way that the student misses some of the program outcomes. Moran and Strayer indicated that that is not likely. They also noted that most of the courses address most (if not all) of the program outcomes. Smetana suggested grouping courses to ensure that students take a wide enough variety. Wiley noted that the name change needs Chancellor’s Office approval and may or may not get it. Watnik suggested using ENSC prefix for some of the courses to facilitate the explanation of this not being a Geology degree. These do not affect the subcommittee’s votes, though, as they are not substantive. There were concerns about the consistency of the graduate seminar in the core. Moran argued that making the program more structured would make the program “less rich”. Wiley recommended specific revisions of the seminar to explicitly note that the introductory nature and give a basic overview to the program. The request for the course map was reiterated.

c. M.S. in Biological Sciences – time certain 1:00 (M Smetana/S Vugia/P unanimous to approve with the understanding that there may be editorial changes, some of which are noted herein). Wiley commended Biology for putting more structure to their program. The MA program has been withdrawn in favor of the MS program requiring a thesis; Wiley noted that there needs to be a discontinuance. Gailey noted that, in the core, the capstone should be added as a “section IV”. The research specialization courses are all 3 units, where the communication section are 2 unit courses (choose 1). If the capstone were added, the core would be 15 units. Under electives, Gailey noted that “undergraduate” would be changed to “400-level” courses (use of lower division course is prohibited).

d. M.S. in Health Care Administration. (M Vugia/S Eudey/P unanimous to approve with the understanding that there may be editorial changes, some of which are noted herein). Fogarty spoke with the
committee by phone. The HCA MS program is up for consideration, whereas the MPA HCA program did not transform and will not be seen by the subcommittee. The quarter-based program was finished in 6 quarters (year-round) and so a year and a half. The semester-based program will be 4-unit courses (with the capstone being 6 units) and will have the management course absorbed into some of the other courses. In addition, there will be better alignment with outcomes and a different structure. Students will write a “PLO essay” and “PLO self-assessment”. There will be a service learning component to the capstone. Wiley asked about a “cross-walk” for the students who are in the program during conversion. Fogarty said that students will not be admitted in the Spring 2017 and that individual advising will occur for the few students who do cross over. Eudey asked about accreditation and Fogarty said that the program is not. Fogarty said that the program nonetheless has a great reputation and has been called “in the top 25 programs in the US.” There was a recommendation that diversity be highlighted in course titles and/or course descriptions. The difference from the MPA option is the degree of specificity and the course coverage. There is some overlap, though. All of the MS courses are about health care administration, where the option takes administration that might have other areas. Lee asked about whether the sixth learning outcome is covered and Fogarty noted that it is in many of the courses.

3. Approval of minutes from March 10. This was not addressed due to time.
4. Reports.
   b. Chair. Not addressed due to time.
5. Adjournment. (M Mucci/S Vugia/P) The meeting was adjourned 1:47.

Respectfully submitted,
Mitchell Watnik, subcommittee secretary