Minutes of the Graduate Programs Subcommittee
May 26, 2016
SF 328
2:00 pm – 3:50 pm

Present: Lynn Eudey, Cathy Inouye, Joanna Lee, Asha Rao, Linda Smetana, Holly Vugia, Mitchell Watnik, Donna Wiley (Chair), Ke Zou.
Absent: Karen Mucci.
Guests: David Bowen, Paul Carpenter, Farzad Shahbodaghlou.

The Chair called the meeting to order at 2:06.

1. Approval of the agenda. (M Smetana/S Lee/P). Construction Management was moved to be first action item so that guest could cover his program.
2. Approval of minutes.
   a. May 12. (M Smetana/S Lee/P) under “History”, “he” needs to be changed to “the” and phrasing for general history should be changed.
3. Reports.
   a. Chair. Wiley thanked subcommittee members for their hard and thorough work this year.
   b. Semester Conversion. Not present.
4. Action Items (See Curriculog for all program modification proposals)
   a. M.S. in Construction Management. (M Lee/S Vugia/P unanimous) to accept the program proposal, with the understanding that minor editorial changes may occur. Shahbodaghlou said that the program has over 100 students and its nearest competition is over 100 miles away. There are many progressive construction companies in the Bay Area. Local contractors are coming on campus to visit with program’s graduate students. The program was transformed. Graduate courses are now separate from undergraduate courses (in the past year). The new civil engineering BS might feed more students into the graduate program. The program is trying for accreditation for ACCE (American Council for Construction Education), with “candidate” status. The undergraduate program will be evaluated next year. ACCE is still formalizing graduate accreditation. Wiley asked about the courses noting that those who took the undergraduate course could not take the graduate course. Shahbodaghlou noted that this was in part archaic, but that graduate students would be asked to do much more than undergraduates. He later said that this will be corrected so that students will be allowed to take the graduate courses after going through the undergraduate program. There are numerous learning outcomes, but this was because of the impending accreditation. It was pointed out that, in the outcomes map, some of the outcomes didn’t have “I”, “D”, or “M”. Introduction could be covered by admissions requirements, but Shahbodaghlou said that a construction management bachelor’s is not required. Wiley said that the Education
Effectiveness Committee is more concerned with the PLO map. There were suggestions to “tweak” some of the outcomes to better emphasize the unique aspects of the program. Part of the transformation is to include more building information models (BIM) topics in the curriculum. There was a comment about the admissions requirement including trigonometry. Shahbodaghlo said that it should be calculus. There were requests to clarify the capstone section, as at first the reader gets the impression it is strictly a project. There was a question about the 48 quarter units becoming 36 semester units. This was apparently approved by the college.

b. M.S. Kinesiology. (M Eudey/S Rao/P unanimous) to accept the program proposal, with the understanding that minor editorial changes may occur. Carpenter and Inouye told the subcommittee that the field is changing internationally and has seen enrollment growth. There is increasing interest in the overlap between kinesiology and public health. The Department looked at providing more depth and did so by using 4 unit courses. There are some social science courses, which in part allow the program to deal more with social justice issues. There is a national physical activity plan and the program tries to incorporate some of the suggestions. They tried to incorporate suggestions from the American Kinesiology Association (which does not do accreditation). Many of the courses use flipped classroom models for instruction. There were questions about admission. In particular, the proposal listed classified status first and was not clear about the need for a degree or what a candidate might do if they didn’t have the undergraduate degree in an appropriate field. The prerequisite courses must be completed before taking the graduate core courses. There is discussion about internships with the athletics program. The current program has 30 students. Most graduate courses are offered in the evening.

c. M.S. Engineering Management. (M Lee/S Smetana/P unanimous) to accept the program proposal, with the understanding that minor editorial changes may occur. The program started a few years ago, but has gotten larger in the past couple of years, particularly with international students. There is not an undergraduate program. Many come from industrial engineering. There has been a decoupling from undergraduate courses. Also, there is currently use of business courses, but the department will teach courses themselves (with the College of Business having been consulted). There will be increased emphasis on sustainability. The capstone will have some collaborative elements to it, as that is part of the field. Wiley noted that, in general, there needs to be documentation about what the individuals do so that there is no “social loafing” (as Bowen and Rao called it). Bowen estimates the program size is around 90. Wiley said
that some courses currently state that the graduate course might not be taken if the undergraduate course has been taken. The Department allows an elective to be substituted in that situation with approval of the advisor. All courses are 3 units. There was a comment about the “interdisciplinary program” in the proposal and Lee asked for Engineering to remove it. Bowen said that this was carried over from the current Catalog and was amenable to removing it. Lee asked about changing the electives language so that CBE is not named. Lee’s comments were justified as being concerns related to CBE’s ABET accreditation. Lee noted that the curriculum map had a different number and different phrasing for the learning outcomes than the proposed Catalog copy. Bowen said that the map was correct and that the Catalog copy should be updated. There were comments that some of the learning outcomes were not mapped to any courses and Wiley said that this will be revisited in the technical process.

d. Administrative Services Credential Clear Induction Program (Tier II) Reports. There were no reps. Wiley said that they received late notice and the subcommittee decided to defer this until next year.

e. Semester Conversion Report. Not reached due to time.

f. Chair. Not reached due to time.

5. 2016-2017 Meeting Schedule. Most continuing members said Th 2-4 was okay, but Wiley asked about 12-2 so that the subcommittee could use the main Senate committee room. There were a few concerns about possible conflicts on the latter.

6. Adjournment. The meeting was adjourned at 3:33.

Respectfully submitted,
Mitchell Watnik, subcommittee secretary