Minutes of the CIC Graduate Subcommittee Meeting
January 11, 2017
SA 4350
12:00 – 2:00 PM

Present: Cathy Inouye, Joanna Lee, Karen Mucci, Asha Rao, Donna Wiley (chair), Holly Viuga, Ke Zho

Donna called meeting to order at 12:12pm

1. Approved Agenda

2. Approval of the Minutes - (M-Vugia/S-Inouye)

3. Reports
   a. Semester Conversion
      i. Chair Wiley noted that Time Scheduling was approved, and that the Provost is exploring possibility of giving tenure faculty 3-3 workloads.
      ii. Chair Wiley noted that there will be no Individualized Assessment Plans (IAPs) for graduate students, only for undergraduate students.
         1. Chair Wiley suggested inviting Wendy Chen to an upcoming graduate coordinator meeting and/or a CIC graduate subcommittee meeting.

4. New Business
      i. Chamberlain explained that the department discovered through feedback that the current model of students taking 2 courses for 10 weeks at the same time is challenging for students; for semesters, they intend to offer two 7-week courses per term. It was noted that the department only accepts students with two years experience and they need to write an essay for admission; this will need to be added to catalog. A few formatting notations were mentioned, including a need to add ‘Admission Requirements’ as header above the Admission information and Student Learning Outcomes. Recommendation was for Program Coordinator to work with Associate Dean (Patricia Irvine) to add headings and make some minor cosmetic changes to formatting. Substantively program looks good but there are a few minor edits, including:
         1. Classes listed as 4 units but should be 3 units
         2. REC 693 in course proposal should be REC 693A
         3. Roadmap still has 4 units; should be changed to 3 units
         4. In Learning Outcomes there was PLO5 but information was missing

Motion to postpone approval of program (M- Mucci/S-Lee) – Unanimous approval
b. Single Subject Credential (M-Rao/S-Vugia) Unanimous approval.
   i. Engdahl explained that this is a cohort program that is heavily regulated. There 
      are over 50 elements that students need to meet in the coursework. In 
      semesters, it will run May through May. Program is 42 semester units, and pre- 
      requisites for the program are CBEST or CSET. Several classes offered because 
      the methods courses now need to have the focus in the title of the program. 
      There is now a 1-year and a 2-year cohort program.

c. MSBA, New Option of “Analytics” (M-Vugia/S-Mucci) Unanimous approval pending 
   minor language changes.
   i. Lee explained that a new option of “Analytics” will be offered for M.S.B.A. which 
      is designed for managers. The new option will be 12 units of analytics and will 
      allow students who want broader knowledge of MBA with analytics to earn an 
      option.

d. M.S. Environmental Geosciences – Re-review (M-Rao/S-Lee) Unanimous approval of 
   program with the understanding that there may be non-substantive changes to program 
   (including road maps, PLO).
   i. Program is changing name from M.S. Geology to M.S. Environmental 
      Geosciences.

5. Adjournment. Wiley adjourned the meeting at 1:53pm.