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CALIFORNIA STATE UNIVERSITY, LOS ANGELES

Graduate Studies Subcommittee Minutes

November 8, 2017

Present: K Wilson (Chair); A. Avramchuk (Vice Chair); H. Guo (ECST); K Bezdecny (NSS); K. Brown (Exec Secretary/Recorder); S. Baker (Lib & SA); P. Nerenberg (EPC Liaison); I. Brooks (ASI); W. Hess (ASI)

Excused Absence: A. Espinoza (A&L); J. Morales-Chicas (HHS)

Absent:

1. Call to Order

K. Wilson called the meeting to order at 12:26 pm.

2. Introductions

None

3. Announcements

None

4. Intent to Raise Questions

None

5. Approval of Minutes

Tabled

6. Approval of Agenda

M/S/P

7. Curricular Items

a. The committee reviewed the following Graduate Program proposals requiring approval:

- i. **MA Theatre Program Discontinued** – The committee reviewed and approved to discontinue the program.
- ii. **MS MBT Discontinued** – The committee reviewed and approved to discontinue the program.
- iii. **MS Forensic Psychology- Program Modification** – The committee is requesting the department to go through the CO Office since the program needs to be aligned with the master plan.
- iv. **MS Communication Disorders -Program Modification** – The committee reviewed and approved the proposal.
- v. **MS Civil Engineering- Program Modification** - The committee is requesting for the department to provide more detailed information regarding the admission to the program and to justify the special action admit process.
- vi. **Grad Certificate Business Intelligence- New Proposal** - The committee is requesting for the

department to provide more detailed information in the following sections:

- a. **Section 2):** Objectives of the Proposed Program: The committee is requesting SMART objectives. **Section 4):** The committee is requesting justifications and explanations in the following areas; **4 b)** Relation of proposed program to the curricular development of the department, division and/or school and campus. **4 d)** Results of a formal survey in the geographical area to be served indicating demand for individuals who have earned the proposed program and evidence of serious student interest in majoring in the proposed program and under **4f)** Professional uses of the proposed degree major program, more detailed information is being requested from the committee. **U.S. Department of Education Gainful Employment Disclosure Sections 3& 4)** should be blank.

- vii. **Graduate Certificate in Biotechnology- Program Modification**– The committee reviewed and approved the proposal.

b. Actions Reported by the Executive Secretary - None

c. Actions Reported by the Charter College of Education - None

8. Old Business

- a. Developing Graduate Program Learning Outcomes: The committee will review the mission statements and PLO from each graduate program. They will work on a Graduate Level Learning Outcomes draft at the next meeting. The committee will have a final version for EPC to review by February 21, 2018.

9. New Business

- a. To establish policies and guidelines for the award of graduate scholarship: Graduate Equity Award; Non-resident Tuition Fee Waiver for Graduate student; Travel Awards; Professional Development Awards RSCA Awards - **TABLED**
- b. Review policy related to comprehensive examination as the culminating project – **TABLED**

10. Adjournment

Meeting adjourned at 1:26 pm.