



Graduate Studies Subcommittee Minutes September 26, 2018

Present: K. Wilson (Chair); J. Morales-Chicas (Vice Chair); A. Avramchuk (B&E) K Bezdecny (NSS); (HHS); K. Brown (Exec Secretary/Recorder); S. Baker (Lib & SA); M. Minassian (EPC Liaison)

Absent: A. Espinoza (A&L); H. Guo (ECST); D. Abou Salem (ASI)

1. Call to Order

K. Wilson called the meeting to order at 12:25 pm.

2. Approval of Agenda

- The committee reviewed and approved the agenda with amendments under New Business: moving up Develop Proposal for TA GA fee waiver program at Cal State LA as the first item for discussion.
MSP

3. Approval of Minutes

The committee reviewed and approved the minutes from 9/12/18.
MSP

4. Intent to Raise Questions

- None

5. Announcements

None

6. Curriculum Review

The committee reviewed the following Graduate Program proposals requiring approval:

- **Grad Certificate Business Intelligence** – In order for the committee to make an informed decision the committee is requesting more detailed information from the department in the following sections:
 - **Section 4a:** You list existing programs in other CSUs, but no differences are described as requested. Please identify the differences from the listed programs.
 - **Section 4c:** “Not applicable” does not appear to accurately respond to the question, since the courses are also required in other programs within the College. The committee requests clarification regarding why other programs are not listed? Such as MS Information Systems, MS Healthcare, Data Analytics and MS in Business Analytics.
 - **Section 4f:** This section should report N/A since it’s not a degree program.
 - **Section 7:** The committee wants to know if there are admissions criteria for this post-bacc certificate program. Can anyone apply? Are there pre-requisites required? According to the proposal “Knowledge of information literacy is required” but specific courses are not indicated (e.g., specific 3000-level, 4000-level courses)
- **Sociology MA** – The committee review and approved with the correction under “Culminating Experience Options (3-5 Units)” option C name change from “Portfolio (5 units)” to “Culminating

Project (5 units).

7. **Advancement to Candidacy and Public Access – Time Certain 1:00 – 1:20 pm A. Gutierrez**

- A. Gutierrez submitted a proposal to the GSS to allow access to master’s theses and project reports (attached).
- The business process would be revised to either publish manuscripts via ProQuest (traditional publishing option, by which candidates would retain ability earn royalties), **OR** provide Open Access¹ to the Library Digital Repository² (candidates would be able to earn royalties, but their work would be available to the public).
 - Master’s candidates may still request a limited embargo on publication, but indefinite embargoes would no longer be available. The committee agreed with the proposal and will be submitting it to EPC for consideration.

The committee requested another time certain with A. Gutierrez to discuss Advancement to Candidacy.

B. **Old Business**

None

C. **New Business**

The committee agreed to work on the following items:

- a. Develop Proposal for TA GA fee waiver program at Cal State LA
- b. S Factor for Thesis Supervision
- c. Strategic Planning Excellence in Graduate Education
- d. Repeat Policy for UNIV 9000
- e. Review Graduate Student Probation and Disqualification Policy
- f. Review policy related to comprehensive examination as the culminating project
- g. 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

D. **Adjournment**

Meeting adjourned at 1:30 pm.

¹ According to SPARC (the Scholarly Publishing and Academic Resources Coalition), Open Access can be defined as “the free, immediate, online availability of research articles coupled with the rights to use these articles fully in the digital environment. Open Access ensures that anyone can access and use these results—to turn ideas into industries and breakthroughs into better lives.” Open Access is a specific concept in publishing, not just a synonym for publication.

² Library faculty are currently uncertain whether the Library Digital Repository can be made Open Access, but are supportive and eager to explore options if this proposal moves forward.